



# 2017 - 2018 Catalog



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# WELCOME TO CITRUS COLLEGE

## Superintendent/President's Message

Welcome to Citrus College! Whether you are a new, returning or continuing student, I congratulate you on making the wise decision to pursue your academic goals.

As you know, statistics show that a college education can advance your career, increase your income and provide you with better job security. At the same time, it can provide you with opportunities to learn and grow, both personally and academically. The knowledge you gain and personal fulfillment you experience as a college student will benefit you throughout your life.

By enrolling in classes at Citrus College, you have embarked on a journey toward a brighter future, and this catalog will serve as your road map. Within these pages, you will find information to help you navigate our outstanding academic programs and student services, which include several exciting new programs of study. As you explore this publication, you will see that Citrus College is committed to your success.

Our efforts to increase college completion rates have resulted in another year of record-breaking numbers. During the 2015-2016 academic year alone, Citrus College awarded 2,954 associate degrees, facilitated the transfer of over 1,100 students to four-year colleges and universities and awarded 1,351 certificates of achievement. Because of these impressive statistics, we have earned the reputation as a state and national leader in higher education.

Citrus College has received many honors for helping students succeed academically and personally, including ranking amongst the state's top 10 for the number of associate degrees for transfer awarded; listed as number one in the nation for awarding the highest number of associate degrees in fine and performing arts to Hispanic students; and ranked 12<sup>th</sup> in the U.S. for associate degrees awarded to Hispanic students. Citrus College has also been recognized as a "Military Friendly School" By GI Jobs Magazine for seven consecutive years.

While Citrus College has much to offer students, our greatest assets are our faculty and staff. These talented and knowledgeable individuals are committed to helping you every step of the way. I encourage you to talk to your instructors, visit an advisor or counselor and get to know our support staff. Discover for yourself what it is that makes Citrus College so special!

On behalf of the entire Citrus College community, I wish you a productive and successful academic journey.

Geraldine M. Perri, Ph.D.  
Superintendent/President

## 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 the residents and the students of the Azusa, Claremont, Duarte, Glendora and Monrovia school districts.

With a class of 27 students, Citrus College was founded in 1915 under the leadership of Dr. Floyd S. Hayden, who helped bring the community college movement to California.

Citrus College's first graduating class in 1917 boasted four graduates. While enrollment had nearly quadrupled to 100 students by 1925, only 11 students graduated from the college in its first decade.

From 1915 to 1961, the College was operated by the Citrus Union High School District. Between 1946 and 1959, the College purchased 88 acres of land to expand the campus from 16 acres to the 104 acres it occupies today. In July 1961, the Citrus Junior 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. In 1970, the district was renamed the Citrus Community College District to better represent the college's mission.

By 1975, enrollment had grown to more than 11,000, with nearly 700 degrees conferred that year. The College also maintained its reputation as having one of the best transfer records in the state. Ambitious building and expansion projects in the 1960s, 1970s, and 1990s led to new buildings and many renovations of the campus facilities. These projects enhanced the learning environment, increased access for the disabled, improved safety, and added technological capabilities to classrooms. The addition of the adapted physical education facility and the computer lab greatly improved the College's educational resources.

Since 2004, the College has undergone a major facilities expansion project that is changing the look of the campus and providing facilities that will enhance learning.

The ethnic composition of the student body has gradually become more diverse over time, and today the student population is 59 percent Hispanic. This demographic composition has earned Citrus College a Hispanic Serving Institution (HSI) designation, which is defined by the U.S. Department of Education as a college or university whose Hispanic students comprise 25 percent or more of the total student body.

The HSI designation has allowed Citrus College to receive several Department of Education grants to assist Hispanic and other students who can benefit from enhanced services and programs.

Citrus College has received accolades and honors for the quality of its academic programs and the effectiveness of its student services. The Veterans Success Center garnered national attention for Citrus College as the first college in the nation to offer a transitional counseling class for student veterans. In 2010, Citrus College became one of four California community colleges featured in a video presented at the White House Summit on Community Colleges. In 2010, Citrus College was awarded a Center of Excellence for Veteran Student Success (CEVSS) grant by the Department of Education.

In response to a White House mandate challenging the nation's colleges and universities to increase their graduation rates by 2020, Citrus College launched its College of Completion initiative in 2012. College of Completion encourages and supports Citrus College students as they endeavor to earn an associate degree, transfer to four-year colleges and universities, and enter the career fields of their choice. The college community offers a variety of academic programs and student services that facilitate student achievement and, ultimately, degree completion.

Over the years, Citrus College has garnered accolades at the national, state, and local levels. The institution has been consistently ranked as a top 100 associate degree producer by *Community College Week*. In 2014, the publication named the College the fifth fastest-growing community college in the 10,000 or more enrollment category. *The Hispanic Outlook in Higher Education* has included the College in its annual ranking of the top 50 community colleges in the nation for nearly a decade. In addition, the College has been named a Military Friendly School® by *G.I. Jobs* magazine every year since 2011.

Today, Citrus College grants associate degrees in 50 fields of study, including 19 Associate Degrees for Transfer. The College offers a total of 65 certificates of achievement, certificates of competency and skill awards in 54 academic and career/technical areas. The College boasts an active student government, numerous social clubs and events, student organizations, and college-wide activities. Citrus College offers many free student-support services, including personal and academic counseling, transfer information and assistance, academic tutoring, veteran's support, and career planning. Through its Community and Noncredit Education Division, the College provides courses that encourage learning at every stage of life.

The College currently serves more than 20,000 students.

## Mission Statement

Citrus College provides innovative educational opportunities and student support services that lead to the successful completion of degrees, transfer, career/technical education and basic skills proficiency. The college fosters personal and professional success through the development of critical thinking, effective communication, creativity, and cultural awareness in a safe, accessible and affordable learning community. In meeting the needs of our demographically diverse student population, we embrace equity and accountability through measurable learning outcomes, ethical data-driven decisions and student achievement.

## Mission Objectives

Citrus College is a safe, friendly, accessible environment where all students and community members may optimize their academic, career, and cultural development. As Citrus College continues to advance as a dynamic center for life-long learning, we will:

- provide general, lower division coursework leading to an associate degree in the arts or the sciences;
- prepare students to transfer to four-year colleges and universities;
- offer technological services and support for students, faculty, and staff;
- deliver programs to improve basic math, reading, communication, and ESL skills;
- grant opportunities for students to develop a global perspective through a curriculum with international and multi cultural applications;
- furnish support services for the intellectual and personal development of all Citrus College students, including opportunities to participate in campus governance;
- foster a comprehensive and enriching program of extracurricular activities;
- conduct community education programs that encourage learning at every stage of life;

- award occupational certificates and degrees for career preparation and advancement;
- administer customized training programs for business and industry;
- increase career development support for students, faculty, and staff through career exploration, counseling, job preparation, job opportunities, and academic and classified staff development;
- collaborate with local high schools in articulation and curriculum development;
- advance cultural and personal enrichment programs for the college and community members, and promote intercollegiate competition opportunities for students.

## Vision Statement

Citrus College will provide excellent educational opportunities that are responsive to the needs of the community and help students meet economic, social, and environmental challenges to become active participants in shaping the world of the future.

## Values

1. **Student Focus**  
Meeting community and student needs by creating an educational environment and culture so students can attain a variety of goals.
2. **Excellence**  
Maintain a high standard of integrity and performance leading to the achievement of academic and professional goals.
3. **Collaboration**  
Seeking input from all sectors of the college and the community.
4. **Diversity**  
Fostering a learning community in which the values, goals, and learning styles of all students are recognized and supported.
5. **Life-Long Learning**  
Serving enthusiastic, independent thinkers and learners striving for personal growth.
6. **Integrity**  
Behaving ethically in all interactions at all levels.
7. **Technological Advancement**  
Keeping pace with global technology trends and enhancing traditional instruction with technology to prepare students for success in the work place.

## Citrus College: A College of Completion

In support of our 2016-2021 Strategic Plan's one overarching institutional goal, "Increase Student Success and Completion," the Citrus College community embraces the national community college completion agenda established by the American Association of Community Colleges, the Phi Theta Kappa Honor Society and the White House. The College of Completion initiative encourages and supports students as they strive to complete their education, transfer to four-year colleges and universities, and pursue the careers of their choice.

## Faculty and Staff Call to Action In Support of Students

**We believe** the student success and completion agenda is the future of Citrus College.

**We believe** that completion matters and every student counts.

**We believe** in every student's potential and responsibility to succeed.

**We believe** the "open door" must not be a "revolving door."

**We believe** that community colleges are the gateways to the middle class and beyond.

**We believe** that community colleges are an invaluable economic engine driving the nation toward prosperity.

**We believe** that talented people working at Citrus College are ready to take on leadership roles.

**We believe** in changing institutional culture, from emphasis on access only to emphasis on access and success.

**We commit** to courageous conversations about diversity, equity, and evidence reflecting student success and institutional performance.

**We commit** to eliminating the attainment gaps that separate student groups.

**We commit** to acting on facts to make positive changes.

**We commit** to promoting faculty and staff development focused on evidence based educational practice.

**We commit** to providing development opportunities, for college administrators, trustees, faculty, staff, and students.

**We ask** every trustee, employee, and student organization to identify ways to help students understand the added value of degrees and certifications.

**We ask** every student to help one other student succeed.

**We ask** community members to work with us.

**We ask** elected officials to create the policy conditions that enable, support, and reward our work to strengthen student success.

**We ask** other community colleges to join us by signing this call to action.

## **Student Pledge: Commitment to Completion**

**We believe** every student has the potential and responsibility to succeed.

**We believe** completion matters and every student counts.

**We believe** in an institutional culture that emphasizes student success.

**We believe** community college allows individuals to grow as far as their talents will allow.

**We commit** to reaching out to students in need by encouraging, nurturing, and guiding them toward college completion.

**We commit** to serving as role models by attending classes, being prepared, and participating in and engaging in discussions with professors and students inside and outside of class.

**We commit** to discussing career-planning with professors and staff to ensure timely completion.

**We commit** to learning about and using college support services.

**We ask** and trust every trustee, employee, and student organization to help the student body understand the great value of obtaining degrees and certifications.

**We ask** and trust our college to encourage the faculty and staff to create meaningful ways of supporting students in scholarly endeavors, social engagement, and career planning efforts.

**We ask** and trust the community as a whole to work with us towards our pursuit of college completion.

## **Accreditation and Affiliations**

Citrus College is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC):

10 Commercial Boulevard  
Suite 204  
Novato, CA 94949  
(415) 506-0234

ACCJC is an institutional accrediting body recognized by the Council for Higher Education and the U.S. Department of Education. Citrus College's professional memberships include the American Association of Community Colleges (AACC), the Community College League of California (CCLC), the Hispanic Association of Colleges and Universities (HACU), and California Colleges for International Education (CCIE). Citrus College is also a G.I. Jobs magazine "Military Friendly School."

## **Institutional Memberships and Professional Certifications**

Citrus College is proud of its memberships and certifications with some of the most credible and prestigious organizations in the country. These affiliations include, but are not limited to, the following:

- American Association of Community Colleges
- American Dental Association
- Association of Community College Trustees
- Automotive Engine Builders Association
- Automotive Service Councils, Foothill Chapter #5
- Azusa Chamber of Commerce
- Califa Library Group
- California Association of School Business Officials
- California Community College Coaches Associations
  - Baseball
  - Cross Country & Track
  - Fastpitch (Softball)
  - Football
  - Ladies Golf
  - Men's Basketball
  - Men's Golf
  - Men's Soccer
  - Men's Water Polo
  - Swimming and Diving
  - Women's Basketball

- Women's Soccer
- Women's Volleyball
- Water Polo
- Claremont Chamber of Commerce
- Community College Public Relations Organization
- Duarte Chamber of Commerce
- Glendora Chamber of Commerce
- Hispanic Association of Colleges and Universities
- Honors Transfer Council of California
- Irwindale Chamber of Commerce
- Learning Resources Network (LERN)
- Monrovia Chamber of Commerce
- National Student Clearinghouse
- San Gabriel/Foothill Association of Community Colleges
- SanFACC
- Specialty Equipment Market Association (SEMA)
- Western States Conference

Memberships as of April 2017

## 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 volunteer board of directors.

In 2016, the Foundation awarded nearly \$130,000 in scholarships and grants to more than 200 students. This assistance enabled Citrus College students to accomplish their educational goals.

Annually, the Citrus College Foundation awards \$20,000 in College of Completion Innovation Grants to fund faculty and staff projects that supports the college's Annual Implementation Plan.

The Citrus College Foundation partners with businesses and organizations through the college's President's Circle. Corporate sponsors have a variety of benefits for this level of support while demonstrating their commitment to educating our community.

The Citrus College Foundation celebrated its 50<sup>th</sup> Anniversary in 2016. Fundraising opportunities and campaigns are ongoing to celebrate this milestone.

The Citrus Alumni and Friends Association advances the general interest of Citrus College 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 students. Every year during the month of May the college observes Alumni Month, and members of the Alumni and Friends Association select and announce the recipients of the Distinguished Alumni Award.

## Citrus Community College District Board of Trustees

The Citrus Community College District Board of Trustees (<http://www.citruscollege.edu/admin/bot>) 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—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 non-voting capacity.

The Board of Trustees meet on the first and/or third Tuesday 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.

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### Members of the Board of Trustees

**Dr. Barbara R. Dickerson**

President  
Azusa and portions of Duarte Representative

**Dr. Patricia A. Rasmussen**

Vice President  
Glendora and portions of San Dimas Representative

**Mrs. Joanne Montgomery**

Clerk/Secretary  
Monrovia/Bradbury and portions of Duarte Representative

**Dr. Edward C. Ortell**

Member  
Duarte and portions of Azusa, Monrovia, Arcadia, Covina and Irwindale Representative

**Mrs. Susan M. Keith**

Member  
Claremont and portions of Pomona and La Verne Representative

**Ms. Yachi Rivas**

Student Trustee



# Citrus College Directory

All telephone numbers are area code 626.

## Office of the Superintendent/President

<b>Superintendent/ President</b>	<b>Dr. Geraldine M. Perri</b>	
Executive Assistant	Christine Link	914-8821
Administrative Assistant	Christina Medina	914-8821
Liaison	Vacant	914-8821

## Academic Affairs

All telephone numbers are area code 626.

### Academic Affairs Office

<b>Vice President</b>	<b>Dr. Arvid Spor</b>	
Administrative Assistant	Jerry Capwell	914-8881
Schedule/Catalog Analyst	Gwen Harris	914-8882
Curriculum Assistant	Darla Ramirez	914-8858

## Curriculum, Career Technical and Continuing Education Programs

*Architecture, Automotive Technology (Automobile/Light Truck, and Medium/Heavy Truck), Career/Technical Education Programs, CTE Transitions, Community Education, Computer Science, Contract Education, Cosmetology, Curriculum, Drafting and Design Technology, Esthetician, Information Technology and Information Systems, Noncredit Instruction (English as a Second Language; Heating, Ventilation and Air Conditioning), Office Technology and Computer Applications, Public Works, Water Technology*

<b>Dean</b>	<b>Dr. Caroline Durdella (interim)</b>	
Administrative Secretary	Lois Bottari	852-6402
Career Technical Programs Supervisor	Marti De Young	914-8702
Continuing Education Supervisor	Debbie Wong	852-8022
Administrative Secretary	Julie Tunno	914-8807

## Institute for Completion

<b>Director</b>	<b>Dr. Marianne Smith</b>	
Administrative Secretary	Monica Hernandez	852-6476
Assistant Director of Grants	Dr. My Chau	857-4191
STEM Grants Director	Dr. Marianne Smith	914-8701

## Kinesiology/Health/Athletics

*Intercollegiate Athletics, Kinesiology, Aquatics Center, Fitness Center*

<b>Dean</b>	<b>Jody Wise</b>	
Administrative Secretary	Isabel Bellman	914-8650
Assistant Athletics Director	Jackie Boxley	914-8682
Assistant Athletics Director	Andrew Wheeler	914-8686
Assistant Athletics Director	Cliff Wurst	914-8845

## Language Arts and Library

*Communications, Clarion student newspaper, English, English as a Second Language, Foreign Languages (Chinese, French, German, Japanese, Spanish), Honors, Learning Center (Assessment/Testing, Tutoring Center, ESL Lab, Writing Center, College Success Center), Library, Speech Communications*

<b>Dean</b>	<b>Dr. Gina Hogan</b>	
Administrative Secretary	Cathy Day	914-8856
Honors Transfer Program Coordinator	Brian Waddington	857-4039
Honors Transfer Program Counselor	Eileen Sin	857-4002
Honors Transfer Program Counselor	Natalie Desimone	914-8639
Honors Transfer Program Office	Olivia Canales	914-8626
Learning Center Supervisor	Gerald Helm	857-4035
<b>Library and Audio Visual</b>		
Supervisor	Lari Kirby	914-8569
Public Services Librarian/Bibliographic Instruction	Sarah Bosler	914-8642
Technical Services/Systems Librarian	Selene Pineda (interim)	857-4061
Audiovisual Technician	Tina Gutierrez	914-8579

## Mathematics and Business

*Accounting, Business, Engineering, Mathematics, Real Estate*

<b>Dean</b>	<b>Michael Wangler</b>	
Administrative Secretary	Cynthia Audelo	914-8792

## Natural, Physical, and Health Sciences

*Astronomy, Biology, Biotechnology, Chemistry, Earth Science, Natural History, Physics, Wildland Resources and Forestry, Faculty and Staff Development, Dental Assisting, Emergency Medical Technician (EMT), Licensed Vocational Nursing (LVN), Nurse Assistant (NA), Registered Nursing (RN)*

<b>Dean</b>	<b>Dr. Eric Rabitoy</b>	
Administrative Secretary	Chris Pagano	914-8789
Administrative Secretary	Caroline Tippins	914-8874
<b>Health Sciences Director</b>	Salima Allahbachayo	
Administrative Secretary	Cheryl Hall	914-8791
Administrative Secretary	Stefanie Fuentes	914-8720
Dental Assisting Coordinator	Dawn Klein	914-8728
Health Occupations (EMT) Coordinator	Dr. Cliff Hadsell	914-8755
Nursing (ADN) Coordinator	Noemi Barajas	914-8791
Nursing (CNA) Coordinator	Dalvir Dhillon	914-8722
Nursing (LVN) Coordinator	Gail Tucker	852-8075

### Social and Behavioral Sciences

*Administration of Justice, Anthropology, Child Development, Economics, Ethnic Studies, Geography, History, Humanities, Leadership (Student Government), Online Education, Philosophy, Political Science, Psychology, Sociology, Study Abroad Program*

<b>Dean</b>	<b>Dr. Dana Hester</b>	
Administrative Secretary	Gayle Allen	914-8860
Foster/Kinship Care Education & Resources Coordinator	Lillian Sass	857-4088
Study Abroad Specialist	John Morris	914-8560
Online Education Faculty Coordinator	Dr. Beverly Van Citters	857-4124
Online Education and Library Services Supervisor	Lari Kirby	914-8569

### Visual and Performing Arts, Haugh Performing Arts Center

*Visual Arts: Art (Art History, Ceramics, Drawing, Painting, 2-D and 3-D Design, Digital Media, Photography) Performing Arts: Music (Commercial, Education, Performance), Dance, Theatre, Recording Arts, Haugh Performing Arts Center*

<b>Dean</b>	<b>Robert Slack</b>	
Administrative Secretary	Autumn Esparza	914-8580
Haugh Performing Arts Center Director	Linda Graves	852-8004
Visual and Performing Arts Programs Supervisor	Kristen Humbert	914-8579

## Administrative

All telephone numbers are area code 626.

### Finance and Administrative Services

<b>Vice President</b>	<b>Claudette E. Dain</b>	
Administrative Assistant	Judy Rojas	914-8890
Facilities and Construction Director	Fred Diamond	914-8691
Fiscal Services Director	Rosalinda Buchwald	914-8897
Associate Fiscal Services Director	Todd Owens	914-8893
Purchasing/Warehouse Director	Robert Iverson	914-8888
Bookstore Supervisor	Eric Magallon	914-8624
Food Services Supervisor	Philomena O'Shea	914-8615
Golf Driving Range Supervisor	Lauri Stoner	914-8835
Reprographics Supervisor	Thomas Reynolds	914-8740
Risk Management Supervisor	Eric Guzman	914-8889
Environmental Health & Safety Programs Supervisor	Jeff Eichler	914-8704

### Citrus College Foundation

<b>Foundation Director</b>	<b>Christina M. Garcia</b>	
Administrative Assistant	Clarence Cernal	914-8825

### Communications and External Relations

<b>Executive Director</b>	<b>Vacant</b>	
Administrative Secretary	Jennifer Macias	914-8872
Digital Communications and Publications Supervisor	Doug Schultz	852-6497
Protocol and Government Relations Officer	Marilyn Grinsdale	914-8824

### Human Resources

<b>Director</b>	<b>Dr. Robert Sammis</b>	
Administrative Assistant	Sandra Coon	914-8552
Human Resources/ Staff Diversity Manager	Brenda Fink	914-8830

## Institutional Research, Planning and Effectiveness

<b>Director</b>	<b>Dr. Lan Hao</b>	
Administrative Secretary	Jo Ellen "Jody" Barrass	852-8002
Research Analyst	Yueyi Huang	852-6408

## Technology and Computer Services

<b>Chief Information Services Officer</b>	<b>Robert Hughes</b>	
Administrative Secretary	Millie Franco	914-8810
Network Central Computing & Telecommunications Systems Supervisor	Leigh Buchwald	914-8779
Technology Operations & Support Services Supervisor	Joyce Miyabe	857-4001

## Student Services

All telephone numbers are area code 626.

<b>Vice President</b>	<b>Dr. Martha McDonald</b>	
Administrative Assistant	Tonya Ryan	914-8532
Campus Safety Supervisor	Benjamin Macias	914-8611

## Admissions and Records

*Admissions and Records, Financial Aid, International Student Center, School Relations and Outreach*

<b>Dean</b>	<b>Dr. Gerald Sequeira</b>	
Administrative Secretary	Jamie Richmond	914-8519
Financial Aid Director	Carol Thomas	914-8591
International Students Supervisor	Coe Lamoureux	914-8548
Outreach Supervisor	Ivon McCraven	857-4162
Registrar	Brian Dean	914-8597

## Counseling Programs and Services

*Articulation, Center for Teacher Excellence, Counseling/Advisement Center, EOP&S/CARE, CalWORKs, DSP&S, Matriculation (credit and noncredit), Transfer Center*

<b>Dean</b>	<b>Dr. Lucinda Over</b>	
Administrative Secretary	Jennifer Blackburn	914-8541
Articulation Officer	Michelle Plug	914-8637
Athletics Counselor	Alicia Longyear	914-8662

Career/Technical Education Counselor	Justina Rivadeneyra	914-8537
Center for Teacher Excellence Counselor	Rafael Herrera	857-4078
Counseling and Advisement Center Faculty Lead	Claudia Castillo	914-8537
College Success Counselor	Desiree Jones	914-8530
DSP&S Coordinator	Jennifer McLeod	914-8677
Early Alert Counselor	Robin McBurney	914-8542
EOP&S/CARE, CalWORKs Director	Sara Gonzales-Tapia	914-8556
Honors Counselor	Natalie Desimone	914-8638
Honors Transfer Program Counselor	Stephanie Yee	914-8638
Nursing Program Counselor	Heidi Jongeling	852-6413
STEM Counselor	Angela Pan	852-6461
Student Support Services Director	Jessica Lopez-Jimenez	857-4075
Veterans Counselors	Lisa Villa	852-6421
	Claudia Castillo	852-6421

## Student Affairs

*Student Conduct, Student Life and Leadership Development, Student Health Center, Veterans Success Center*

<b>Dean</b>	<b>Dr. Maryann Tolano-Leveque</b>	
Administrative Secretary	Teri Shamhart	914-8601
Student Life and Leadership Development Supervisor	Adrienne Thompson	914-8603
Student Health Center, College Nurse	Shauna Bigby	914-8671
Veterans Success Center Director	Dr. Monica Christianson	852-6457

# 2017-2018 Academic Calendar

Please refer to the Schedule of Classes (<http://www.citruscollege.edu/schedule/Pages/default.aspx>) for registration deadlines.

## Fall Semester 2017

### August 26 - December 16

August 25 Convocation-No Classes

**August 26 Instruction Begins**

September 2 & 4 Labor Day Holiday

November 10 & 11 Veterans Day Holiday

November 23 - 25 Thanksgiving Holiday

December 11 - 16 Final Exams

December 18 - Winter Break

January 5

## Winter Session 2018

### January 8 - February 15

**January 8 Instruction Begins**

January 15 Dr. Martin Luther King Jr. Holiday

February 15 Instruction Ends

## Spring Semester 2018

### February 21 - June 16

February 16, 17 & 19 Presidents' Day Holiday

February 20 Staff Development Activities-No Classes

**February 21 Instruction Begins**

April 16 - 21 Spring Break

May 26 & 28 Memorial Day Holiday

June 9 - 15 Final Exams

June 16 Commencement

## Summer Session 2018

### June 25 - August 17

**June 25 Instruction Begins**

July 4 Independence Day Holiday

Although many six week classes will end Friday, August 3, eight week classes end Friday, August 17.

**August**

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**September**

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**October**

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**November**

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**December**

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**February**

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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

**January**

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**April**

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**March**

S	M	T	W	Th	F	S
				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**June**

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**May**

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**August**

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**July**

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

# ADMISSION AND REGISTRATION

## Admission

Citrus College is an open access institution, offering admission to high school graduates, persons who possess a high school diploma, GED, certificate of proficiency, or the equivalent. Special provisions for high school students are addressed in this section.

A person 18 years of age or older who has not received a high school diploma may be admitted to Citrus College to take general education courses or to enroll in specialized vocational programs. The student may also prepare for transfer to a four-year institution without a high school diploma.

To apply for admission at Citrus College applicants must use the OpenCCC online application (<http://www.citruscollege.edu/ar/Pages/ApplyingforAdmission.aspx>). Students must be at least 13 years of age to use this online application.

## Concurrent High School Student to First-Time Freshman

Graduating high school seniors concurrently enrolled at Citrus College planning to attend a subsequent term will need to submit a new application as a first-time college student, not as a concurrent enrollment student.

## International Student Admission

The Citrus College International Student Center (<http://www.citruscollege.edu/stdntsrv/international>) admits international students holding or attempting to obtain an F-1 Student Visa upon approval of their applications. These students are required to pay international student tuition.

In order to qualify for admission, an international student must do the following:

1. Submit a Citrus College application for admission.
2. Complete the international student application and pay an application fee.
3. Submit confidential financial support documentation.
4. Submit required test scores for students wishing to enroll in academic programs. No test scores required for admission into the Intensive English Program.
5. Provide transcripts from high school and/or college.
6. Provide proof of Tuberculosis (TB) test.

The following additional items are required for current F-1 Visa students transferring to Citrus College:

1. Transfer release from previous institution
2. Appropriate immigration documentation
3. College transcripts

The admissions application and all supporting materials must be received on or before the published application deadlines for the intended semester. Students are also required to take the Accuplacer ESL exam at Citrus College.

## High School Students Classes for High School Students

Citrus College offers selected programs and classes for high school students. These students must be enrolled concurrently at their high schools and at Citrus College. Concurrent enrollment high school students are required to submit a college application and a Concurrent Enrollment Packet. This packet, which requires signatures from a parent and from a counselor or principal, is available online through Admissions and Records (<http://www.citruscollege.edu/ar>).

Citrus College summer school classes are offered at some area high schools through the Noncredit Program. For more information, contact the counseling office at these high schools.

## Early Decision Program

The Early Decision Program (<http://www.citruscollege.edu/stdntsrv/highschool/Pages/EarlyDecision.aspx>) enables seniors from some 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 attending other high schools who are interested in the Early Decision process are encouraged to call the School Relations and Outreach Office at (626) 857-4162.

## How to Apply

Prospective students may submit an application online through our website (<http://www.citruscollege.edu/ar/Pages/ApplyingforAdmission.aspx>). There is no charge to submit an application and an application can be submitted year round. Computers allowing access to the college Web site are also available in the lobby of the Student Services Building, as well as other areas on campus.

Once an application is submitted, the student will receive a "Welcome to Citrus College" e-mail which will include a student user ID and Personal Identification Number (PIN). The student will need the ID and PIN to register for classes, pay fees, and officially enroll at Citrus College.

Credit students may register for noncredit courses; however, students interested in taking only noncredit courses should refer to the Noncredit and Community Education section of the catalog (p. 233).

## First-Time Freshmen Under 18 Years Old

A verification of graduation is required for students who will not be 18 years of age by the first day of instruction at Citrus College. The verification must be submitted to the Admissions and Records Office.

Acceptable verification documents include a high school diploma, GED, Certificate of California Proficiency, a Target Letter submitted on school letterhead stating that the student has fulfilled his or her graduation requirements, or a sealed high school transcript with the student's graduation date posted.

## Residency Requirements

As a public community college, Citrus College is required by law to verify each applicant's residence in accordance with Title 5 and the California Education Code. Residence status is determined as of the day before each term begins. Residency affects assessment of fees and tuition to be collected at the time of registration. Please note that noncredit courses are tuition free.

## Residency Classification

Residency classifications shall be determined for each student at the time of application.

### California Residents

California residents attend Citrus College tuition free and pay enrollment and other fees.

### Nonresidents

Students who do not meet the California residence requirements will be charged nonresident tuition, plus enrollment and other fees. For more information, visit Admissions and Records (<http://www.citruscollege.edu/ar>).

### California Nonresident Tuition Exemption (AB 540)

Any student, other than a nonimmigrant alien, who meets all of the requirements set forth in Administrative Policy 5020 Nonresident Tuition (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>), shall be exempt from paying nonresident tuition.

### Residency Reclassification

Students classified as nonresidents may submit a Residency Reclassification Petition along with required proof to the Admissions and Records Office.

Students who enroll into classes pending notification of a decision are responsible for the quoted tuition. Students, who are approved based on the submitted documents, will receive a refund of the nonresident tuition they have paid.

The burden of proof for the Residency Reclassification Petition rests with the student. Reclassification to Resident Status must be initiated by the student.

For additional information on residency, visit Admissions and Records (<http://www.citruscollege.edu/ar>) and read Administrative Procedure 5015 (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>).

## Transcripts

### Transcripts from Other Institutions

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.

To ensure a smooth registration process it is recommended that transcripts are received and are on file prior to a student's registration appointment. Transcripts may be used to clear course prerequisites and are also required for financial aid and veterans benefits consideration.

Transcripts from colleges accredited by a regional accrediting institution may be evaluated during a student's first semester of attendance at Citrus College.

Foreign transcripts must be evaluated by an approved transcript evaluation service.

Military service credits based on a DD-214 are posted after a veteran's first semester of attendance.

## Citrus College Transcripts

Students who request their Citrus College transcript receive their first two transcripts free. Thereafter, the student will be charged a transcript fee. Please note: Electronic requests of transcripts are available for an additional handling fee. Please see Admissions (<http://www.citruscollege.edu/ar/Pages/Transcripts.aspx>) for more information.

All credit and noncredit students may access a copy of their unofficial transcripts through WingSpan (<https://wingspan.citruscollege.edu>).

## 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. All class schedules are available online (<http://www.citruscollege.edu/schedule>).

Community and Noncredit Education schedules are published separately, and are available on the Continuing Education webpage (<http://www.citruscollege.edu/ce/Documents>).

## 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 for registration are listed in the class schedule published for a specific semester or session.

### Registration Limits

A student will not be able to add a course if he or she:

- has a fee hold, admission hold, or another type of hold;
- is on academic or progress dismissal;
- is subject to expulsion or suspension;
- registers for a class that places him or her on overload, and the student has not been approved for an overload;
- attempts to register for a class for which the class time overlaps with another class he or she is enrolled in;
- has failed to clear the prerequisite(s) and/or corequisite(s) for the course; or
- previously enrolled in the course and the enrollment exceeds the number of repetitions allowed.

### Enrollment Priority

The California Community Colleges Board of Governors has established system-wide enrollment priorities designed to ensure that classes are available for students seeking job training, degree attainment, or transfer. These priorities also reward students who make progress toward their educational goals.

New students need to complete assessment, orientation and a student educational plan to receive an earlier appointment (higher registration priority). Students are also strongly encouraged to identify a program of study. It is very important to work hard in classes and get good grades to maintain priority registration status.

Continuing students must maintain good academic standing and earn a 2.0 grade point average, complete at least 50% of their courses each semester, and not exceed 100 degree applicable units to prevent receiving a lower registration appointment. Students are encouraged to only enroll in courses that can be completed and select courses carefully. Degree applicable units do not include basic skills courses. In some

circumstances, students may be temporarily exempted from receiving a lower registration appointment. Students should see a counselor if they will be over 75 degree-applicable units.

Noncredit students receive a registration appointment for one date and time separate from credit students. Students that receive a noncredit registration appointment will not be able to register for credit classes unless they go through the credit application process and receive a registration based on the rules above.

For additional information on enrollment priority, please see Administrative Policy 5055 (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>).

## Dropping Classes Online

Students are able to drop classes using WingSpan (<https://wingspan.citruscollege.edu>) by the Drop and/or Refund deadlines. Students wishing to receive a refund for a class, must drop the class online by the refund deadline. Please visit the important dates section of the Admissions and Records web page for all deadline dates. To receive refunds for a paid parking pass and/or paid student service sticker, the student must return those items to the cashier by the refund deadline(s) for his/her classes.

## Paying for Classes

WingSpan (<https://wingspan.citruscollege.edu>) allows Citrus College students two options to pay their fees quickly and easily.

- Choose to pay online by credit card: VISA, MasterCard, Discover or American Express.
- Pay in person with cash or check.

## Student Classifications

A Citrus College student who has earned fewer than 30 units is classified as a freshman, and a student with more than 30 units is a sophomore.

Other student classification categories include:

### Full-time for summer and winter sessions:

Enrolled in 4 or more units in a semester

### Full-time for fall and spring semesters:

Enrolled in 12 units or more units in a semester

### Part-time for fall and spring semesters:

Enrolled in fewer than 12 units in a semester

### Three-quarter time for fall and spring semester:

Enrolled in 9 but fewer than 12 units in a semester

### Half-time for fall and spring semester:

Enrolled in 6 but fewer than 9 units in a semester

## New Student

Students who have never enrolled in a credit class at Citrus College are classified as new students.

## Continuing Student

Students who previously enrolled at Citrus College are classified as continuing students. K-12 students do not receive continuing student status for purposes of priority registration.

## Noncredit Students

Students who are only enrolled in noncredit courses do not receive a standing classification. However, those students may still obtain an enrollment verification.

## Unit Limitations

There is no minimum, but the maximum number of units a student may enroll in for a semester is 21 units (fall and spring). The maximum number of units a student may enroll in for summer and winter session is 13 units. High school students are subject to different unit limits.

A student wishing to take more than the maximum units may file a petition through the Counseling and Advisement Center (<http://www.citruscollege.edu/stdntsrvcounsel>). High school students wishing to enroll full time must receive approval from the Admissions and Records Office (<http://www.citruscollege.edu/ar>) and will be charged enrollment fees for all courses taken.

## WingSpan

WingSpan (<https://wingspan.citruscollege.edu>) 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
- View appointments for registration
- Check registration status
- Register for classes
- Drop classes
- Print individual student schedules
- Pay fees by credit or debit card
- Print enrollment verifications

WingSpan features include access to grades and unofficial transcripts. Visit the college website (<https://wingspan.citruscollege.edu>) and download the student guidelines handbook for more information.

## Waitlist

During registration, once a class has reached its enrollment capacity, the status of that class will change from Open to Closed. When a class closes, a waitlist may open, allowing students the option to place themselves on the list.

Most waitlists have a limit of 20 spots.

The first student on the waitlist will be the first to have the opportunity to register and so on.

Students on the waitlist will be contacted via student e-mail address if a seat opens. Once notified, students will have 24 hours to register for the class through WingSpan (<https://wingspan.citruscollege.edu>). Students that miss the 24-hour window to register will be removed from the waitlist. The waitlist stops two days prior to the first class meeting.

From the first class meeting forward, students will need an add code from the instructor to register for the class. Add codes will be issued by the instructors at their discretion. Instructors may use the waitlist order to issue add codes.

## Add Codes

An add code may be provided by an instructor to students who were unable to enroll in the class.

Add codes may be issued by the instructor at the first class meeting. When an add code is provided by the instructor, the student will be allowed to add that class during Late Registration, the period beginning with the first day of class and ending with the class add deadline date. Deadline dates vary by section, please review the Add/Drop/Refund Deadline dates (<http://www.citruscollege.edu/ar/Pages/ImportantDatesRoll-OutDates.aspx>) on the Admissions and Records web page.

Instructors have discretion to issue add codes when space is available in the class. Students that obtain an add code must register for the class using WingSpan (<https://wingspan.citruscollege.edu>). An add code is only valid for one person and, once used, becomes invalid.

## Misuse of Add Codes

Only the student who receives an add code from a faculty member or another Citrus College official is authorized to use that code.

Students may not sell or give add codes to another student. The misuse of add codes is considered a student conduct violation.

Students who misuse add codes will be dropped from the course and will be subject to student discipline proceedings as outlined in Administrative Procedure 5520 (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>).

## 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 through WingSpan (<https://wingspan.citruscollege.edu>).

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

Students enrolled in noncredit courses may obtain an enrollment verification from the Admissions and Records Office (<http://www.citruscollege.edu/ar>).

## Online Education

Online Education classes utilize computer technology to deliver instruction to students. 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.

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 proficiency in these skills is important.

For a complete list of available classes, or for more information, visit Online Education (<http://www.citruscollege.edu/oe>), email [online@citruscollege.edu](mailto:online@citruscollege.edu) or call 626-914-8831.

## Out-of-state Students

Out-of-state students who reside outside of California will not be able to register for online classes. Only out-of-state students who reside in California may register for online classes. Federal law requires that colleges obtain permission from the state in which the student resides before offering online education out of state. The California Community College Chancellor's Office is currently working on state-to-state authorization which would allow out-of-state students to take advantage of our online education. Active military personnel are exempt.

## Fees and Expenses

### 2017-2018 Fees and Expenses

Enrollment Fee <sup>1</sup>	\$46 per unit
International Student Tuition <sup>2</sup>	\$245 per unit
Nonresident Tuition <sup>2</sup>	\$245 per unit
<b>Campus Service Fees</b>	
Class Pass Fee	
Fall & Spring	Full-time \$7
Fall & Spring	Part-time \$6
Winter & Summer	Full-time \$4
Winter & Summer	Part-time \$3
Health Service Fee	
Fall & Spring	\$20
BOGW Students	\$15
Winter & Summer	\$17
BOGW Students	\$12
Parking Fee	
Fall & Spring	\$53
Winter & Summer	\$26
Student Representation Fee	
Fall & Spring	\$1
Student Service Fee	
Fall & Spring	\$15
Winter & Summer	\$10

<sup>1</sup> The enrollment fee is set by the California State Legislature.

<sup>2</sup> Nonresident and international students are required to pay tuition and enrollment fees.

### Class Pass Fee

The Class Pass Fee is a transportation fee voted on by students in Spring 2017. The Class Pass is a reusable electronic TAP sticker that lets Citrus College students ride Foothill Transit. It is accepted on all Foothill Transit Local and Silver Streak bus lines, which connects students to 22 cities in the San Gabriel and Pomona Valleys, including Downtown Los Angeles. Students enrolled full-time or part-time can get their Class Pass TAP sticker at the Hayden Memorial Library with their student ID. The pass is only available for students enrolled in credit courses. No waivers or exemptions are allowed.

### Health Service Fee

The Health Services Fee is mandatory for both full-time and part-time students. The following students are exempt from payment of the fee:

- Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect,



denomination, or organization. To receive an exemption, these students must present valid documentation of his or her membership in such a religion to the office of the vice president of student services.

- Students who are attending Citrus College under an approved apprenticeship training program.
- Online Education and Noncredit only students. However, these students may pay the fee and receive services from the Student Health Center.

## Student Service Fee

The Student Service Fee supports campus activities such as athletics, clubs, cultural events, campus improvements, scholarships and other special programs and services that directly benefit students and campus life.

Students receive an ASCC sticker upon receipt of all payments. Stickers must be picked up from the Cashier in the Student Services Building. The accompanying flier 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.

Students may waive this fee prior to payment of classes by obtaining a waiver form from the Office of Student Life and Leadership Development, located in the Campus Center. Proof of registration is required. Students who waive the fee will become ineligible for the benefits associated with this fee, but not for any other student services. Students enrolled in only distance education classes or only enrolled in noncredit classes are not assessed the student service fee. However, these students may pay the fee and receive the benefits outlined above.

## Student Representation Fee

The Student Representation Fee is a \$1 mandatory fee to be used solely for advocacy purposes on behalf of students. A student may refuse to pay for political, religious, financial or moral reasons. Students desiring to waive this fee must submit a written statement justifying their refusal to pay. This waiver will be subject to approval by the Dean of Students' office.

## Instructional Materials Fee

A student may be charged this fee for instructional or other materials required for specific classes. These materials may include but are not limited to, textbooks, tools, equipment and clothing.

## Student Financial Obligations

All fees must be paid prior to the rollout date to avoid being dropped from classes, including waitlisted 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 to 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 or chargeback fee may apply.

## Fee Refund Policy

In the case of an active or reserve military service member who receives orders compelling them to withdraw from Citrus College, a full refund shall be made upon verification of his or her orders.

Refunds of the enrollment fee and nonresident tuition fee shall be processed automatically for each class the student withdraws from by the posted refund deadline date for that class. The health fee and/or student service fee will be refunded automatically if the student withdraws from all of his/her classes by the posted refund deadline date for each class. Parking fees shall be refunded if the student withdraws from all of his/her classes by the posted refund deadline date for each class, brings proof of said withdrawal to Campus Safety (<http://www.citruscollege.edu/campussafety>), and returns the parking permit to Campus Safety.

## 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 are eligible for a full refund of fees paid for those classes.

## Financial Aid

### Financial Aid Office

The Financial Aid Office, located on the first floor of the Student Services building, is responsible for initiating, monitoring, and disbursing federal and state program funds. These funds are provided to students in the form of grants, scholarships, employment, and loans. In addition to the general financial aid programs, the Board of Governor's Fee Waiver (BOG) is also available. Detailed information about financial aid processes and deadlines can be obtained at the financial aid office or online (<http://www.citruscollege.edu/stdntsr/finaid>).

The basic premise for all need-based financial aid programs is that the primary responsibility for financing a student's post-secondary education rests with the student and the student's family. Student financial aid is intended to assist with those educational costs that remain after the students' resources and expected contribution from the family have been taken into account. To be considered for financial aid, a student must complete a Free Application for Federal Student Aid (FAFSA) each new academic year. The FAFSA Title IV federal school code for Citrus College is: 001166.

In order to apply for federal financial aid, all of the following requirements must be satisfied:

1. Citizenship: Financial aid applicants must be a U.S. citizen, a U.S. national, or an eligible non-citizen.
  - 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.
2. Students must have a valid Social Security number. Students who have been granted Deferred Action for Childhood Arrivals (DACA) are not eligible for federal student aid. Students with DACA status are

eligible to apply for state grants and the BOG. Students who have a Social Security Number but are not a citizen or an eligible non-citizen, including students granted DACA status, should complete the California Dream Act Application which can be found on the California Student Aid Web page (<https://dream.csac.ca.gov>).

3. Males between the age of 18- 25 years of age must register with Selective Service. Call 1-847-688-6888 or go online (<http://www.sss.gov>) for registration guidelines or to verify registration.
4. Students must have received a high school diploma, General Education Diploma (GED), or passed the National High School Equivalency Testing Program (HISSET), or Test Assessing Secondary Completion (TASC) Exam, or high school equivalency. First time college students who do not have a high school diploma or GED, or who have not passed the HISSET, or TASC, are not eligible for federal or state financial aid.
5. Financial aid applicants must be undergraduate students enrolled in a program that leads to a certificate, associate degree, or transfer program. Students who hold a bachelor's degree or higher are not eligible for Federal Pell Grants or Cal Grants.
6. Students must not owe a refund to any institution for grants received; nor be in loan default on a Federal Student Loan.
7. Maintain Satisfactory Academic Progress (SAP) as defined by the Financial Aid Office.
8. Demonstrate financial need, which is verified 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.

Once the student has successfully completed the FAFSA, they should follow up with the Financial Aid Office to check their application status. Students can also review their application status through their WingSpan account. The student's Citrus College e-mail account must be activated. This is the main source of communication between the Financial Aid Office and student.

The Financial Aid Office may request some or all of the following:

- Student and/or parents' IRS tax return transcript with W-2's
- Proof of untaxed income
- Social Security Card(s)
- Other information that pertains to financial income
- Official academic transcripts from all schools previously attended

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

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

## Federal Programs

The following federal grant programs do not have to be repaid. However, loans must 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 Supplemental Educational Opportunity Grant (FSEOG)** is for eligible students with exceptionally high financial need. Students must be Pell Grant eligible to receive FSEOG.
- **Federal Work Study (FWS)** provides students with an opportunity to earn funds through on or off campus jobs. Students must contact the financial aid office if interested.
- **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

### AB 540

The California Dream Act, comprising state laws AB 130 and AB 131, have extended eligibility for certain types of institutional and state aid to students, including undocumented students, who qualify for nonresident tuition exemption under AB 540. Eligible students are able to receive the BOG, Cal Grant, Full Time Student Success Grant, Chafee Grant, and EOP&S. To learn more about the California Dream Act, please visit the California Student Aid Commission's website.

### Board of Governor's Fee Waiver

The BOG is a fee waiver designed for students who are California residents, as well as AB 540 students, and demonstrate financial need.

### Loss of Board of Governor's Fee Waiver

SB 1456 requires that any student with two consecutive terms of not meeting academic and/or progress standards lose their BOG Fee Waiver. Not meeting academic standards means having less than a 2.0 GPA. Not meeting progress standards means completing less than 50% of your coursework. Foster youth 24 years and younger and students awarded one of the special classification BOG Fee Waiver are not subject to loss of fee waiver under these regulations.

If a student registers for a term before he/she has two terms of probation, loss may occur for the following term. If a student registers for a term after determination of two terms of probation, loss may occur for the upcoming term. Students can regain eligibility by meeting one of the following criteria: meeting academic and progress standards, sitting out for two consecutive primary terms (summer and winter intersessions do not count), successfully appealing the loss. An appeal process is available for students who have extenuating circumstances.

Students should seek appropriate student and academic support services when needed. For a list of student support services please visit the Student Services page on the Citrus College web site.

## Cal Grants

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/parent(s) income, and the student's course of study. To be eligible, students must complete a FAFSA and meet the Cal Grant deadline, which is March 2 of every year. AB 540 students are eligible to apply for Cal Grants. Funding availability depends on state budget.

### Full-Time Student Success Grant (FTSSG)

Full-time Cal Grant B and C recipients are eligible to receive up to \$600 per year to assist with program completion.

### Chafee Grant

Eligible students who have financial need may qualify for up to \$5,000 a year. These funds may be used at career, technical, university, or community colleges. To qualify, the student must be a current or former foster youth and not have reached their 22nd birthday as of July 1 of the award year. The court must have established the student's dependency when the student was between the ages of 16 and 18 (KinGap youth, adopted youth, guardian placement, and voluntary placement may not be eligible for the Chafee Grant, unless court dependence was established, at any time, between the ages of 16 and 18). The California Department of Social Services verifies foster youth eligibility status.

Students who receive a Chafee Grant do not have to pay this money back. The student may also be able to use the grant to pay for child care, transportation and rent while the student is in school.

### Scholarships

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

Citrus College Financial Aid (<http://www.citruscollege.edu/stdntsrsv/finaid>)

CollegeNET (<http://www.collegenet.com>)

College Scholarships (<http://www.college-scholarships.com>)

Super College (<http://www.supercollege.com>)

### Other Sources

Students are invited and encouraged to contact the Financial Aid Office or visit the webpage (<http://www.citruscollege.edu/stdntsrsv/finaid>) for additional information.

Citrus College  
Financial Aid Office Location:  
Student Services Building, First Floor  
(626) 914-8592  
[financialaid@citruscollege.edu](mailto:financialaid@citruscollege.edu)

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.  
U.S. Department of Education website (<http://www.ed.gov>)  
1-800-730-8913  
(Hearing Impaired)

### Eligible Programs

All students must declare an eligible educational goal to establish financial aid eligibility. New students must declare their educational goal on the admissions application. Continuing students who change educational goals must update their educational goal with the Admissions and Records Office. The Financial Aid Office reviews educational goals to ensure that students are enrolled in an eligible program.

The courses in which students enroll must be required and applicable towards an eligible degree, certificate or transfer objective. All degrees are eligible for financial aid; however, only certain certificates are eligible for financial aid.

See the Admissions and Records Course of Study change form for eligible educational goals and certificate programs.

### Clock Hour Programs

Effective July 1, 2016, the U.S. Department of Education has eliminated the requirement to pay any Citrus College programs based on clock hours.

### Minimum Units

The number of units required to achieve full-time status, which results in the maximum amount a student may receive for an award, is at least 12. However, students may also receive funds for three quarter time (9-11.5 units), half-time (6-8 units), and less than half-time (0.5-5.5 units) enrollment. This enrollment classification applies to fall, spring, and summer and the designation may differ from other departments on campus.

Financial aid eligibility is based on the number of units a student is enrolled in. A student must be enrolled in six units to receive a Cal Grant, a loan, or work study, at least 12 units to receive the FTSSG, and he/she must be enrolled in at least one half of a unit to receive a Pell grant. This enrollment classification applies to fall, spring, and summer and the designation may differ from other departments on campus. Please note that financial aid is not disbursed in the winter term. Winter units are combined with spring units to determine enrollment status for financial aid. The combined winter and spring units are paid in the spring semester.

### Change in Information

Any change in a student's legal name, address, social security number or telephone number must be immediately reported to the Admissions and Records Office **and** the Financial Aid Office.

### Enrollment, Change in Enrollment Status, Late Start Classes, Withdrawal

Initial financial aid award is based on enrollment status and offered on the condition that students be enrolled and attending courses at Citrus College. In order to receive a full-time disbursement, the student must enroll in and maintain a minimum of twelve units throughout the term. This applies to fall, spring and summer. Please note that financial aid is not disbursed in the winter term. Winter units are combined with spring units to determine enrollment status for financial aid. The combined winter and spring units are paid in the spring semester. Students will receive a disbursement for three-quarter time status if they enroll in and maintain 9 to 11.5 units. Half-time status is 6 to 8.5 units. Less than half-time disbursements are based on 0.5 to 5.5 units.

Late-Start/Short-Term classes will not be counted towards the student's enrollment status until the class actually starts. As a result, the student's disbursement will be reduced or delayed until the actual class begins. Approved consortium units will not be paid until after courses have been completed and official transcripts from the secondary college have been received.

A change in enrollment status during a semester may change or cancel the student's award. Should the student withdraw, their remaining financial aid award will be cancelled.

## Over-Awards

Regardless of the reason, any funds received in excess of the amount that the student is entitled to must be repaid by the student.

## Financial Holds

Any student who has an outstanding financial balance at the college is subject to have a hold placed on their record by the Bursar Office until payment has been made in full.

## Satisfactory Academic Progress (SAP)

The Financial Aid Office is required to monitor academic progress and deny aid to any student who fails to meet the following SAP standards:

1. Maintain a minimum of a 2.0 Cumulative Grade Point Average (GPA).
2. Maintain academic progress (successfully complete at least 75% of units enrolled).
3. Total units (Maximum Time Period) – Students may attempt up to 90 units towards the completion of a degree, or if enrolled in a certificate program, a maximum of 150% of the program length toward the completion of a certificate program.

Units attempted at other colleges or taken without the assistance of financial aid will be calculated into the total number of units attempted.

Up to 30 earned units of remedial coursework at Citrus College may be deducted from the total units accumulated. ESL classes are counted towards the total number of units attempted. Students who enroll in excessive ESL or remedial courses that don't apply to their degree or certificate may exhaust their financial aid eligibility prior to completing their program.

A student may be placed on financial aid dismissal for not meeting SAP. Students with extenuating circumstances may be able to file a Financial Aid Appeal to reinstate their financial aid. A student will be placed on financial aid probation if the Financial Aid Appeal is approved. If the student fails to meet SAP while on probation, financial aid will be denied. Students should read the financial aid SAP policy and Appeal Eligibility Criteria to determine if they are eligible to appeal.

## Basis for Denial of Financial Aid

Financial Aid may be denied for the following reasons:

- Default on Federal Student Loans
- Owing a refund or repayment on Pell or FSEOG
- Failure to meet the SAP standards adopted by Citrus College for financial aid recipients
- Completion of an AA or AS degree, attempting 90 or more units, or attempting 150% of the units required for a certificate program
- Falsification of information that affects the determination of eligibility of aid
- Lack of sufficient verification/ documentation of income and resources

## Financial Aid Return to Title IV (R2T4) Policy

Title IV funds are awarded to a student under the assumption that the student will attend school for the entire period for which the assistance is awarded. When a student withdraws, the student may no longer be eligible for the full amount of Title IV funds that he or she was originally scheduled to receive. If the amount disbursed to the student is greater than the amount the student earned, called Title IV Overpayment, the unearned funds must be repaid by the student within 45 days from the

date of notification. Any unpaid balance is reported to the Department of Education for collection.

In addition to calculating what percent of aid the student earned, the Department of Education requires the college to calculate any institutional charges (fees) that the college must repay the Department of Education. Any cost that the college is required to repay the Department of Education will be billed to the student as an Institutional Debt. This debt is in addition to any Title IV Overpayment the student may owe. Until the balance is paid, a hold will be placed on the student's account preventing registration and access to their Citrus College transcript. See the financial aid webpage for full details.

Citrus College collects liabilities through a program called Chancellor's Office Tax Offset Program (COTOP). COTOP authorizes the California State Franchise Tax Board (FTB) to offset the amount owed to the District from the debtor's personal state income tax, lottery winnings or other state refunds. If the student owes money to the District and payment is not received, the District will submit that student debt to COTOP for collection, including Institutional Debt. In addition to the amount owed to the District, students will also be assessed the 25% collection fee charged by COTOP. Students may contact the Cashier Office at 626-914-8896 with any questions.

## Pell Recalculation

The Financial Aid Office will recalculate Pell grant eligibility each semester on the published recalculation dates. Students who failed to maintain enrollment in the number of units they were paid for on the dates noted will be required to repay the difference in their Pell grant eligibility. The amount of financial aid eligibility will be based on the units students are enrolled in on this date (see important dates and deadlines on the financial aid web page for freeze dates).

Students who add classes after this date will not receive aid for the late added classes. Students who dropped classes on or prior to this date and received funding in excess of their current enrollment status will be required to repay the over award based on their enrollment on this date. No adjustments to financial aid awards will be made after this date. This repayment is in addition to any Return to Title IV Calculations.

## Veterans Benefits

Veterans benefits information is available at the Veterans Success Center, located in the IC building.

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.

## How to Receive Veterans Benefits

1. Submit an application (<http://www.citruscollege.edu/ar>) for admission to Citrus College.
2. Forward official transcripts of all previous college or university work completed and military service credits to Citrus College. Transcripts

must be evaluated within the first two terms of enrollment, in order for a student to continue receiving GI Bill benefits.

3. Meet with a Citrus College veterans counselor, who helps students develop a Student Educational 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. Apply for financial aid.
5. Apply for VA education benefits online (<https://www.vabenefits.vba.va.gov/vonapp/default.asp>).
6. Submit a DD214 member 4 copy. 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.
7. Submit all VA educational benefits paperwork to the Veterans Success Center, located in the IC Building, (626) 852-6421.

### **Additional Information Regarding VA Benefits**

Applications for VA benefits will not be processed until all college transcripts have been received and the previously listed procedures have been completed. Students receiving GI benefits for the first time should be aware that processing new benefits can take longer than expected. Current military students or former veterans may be eligible for priority registration. An active duty military ID card or DD 214 are required for verification.

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.
- Failure to report to the veterans certifying official any change in a student's number of units.
- If a student receives an overpayment, the Veterans Administration may stop further payments until the entire amount due has been repaid.

### **Veterans will receive a letter requesting repayment if the following categories apply:**

- Enrollment changed to less than half-time under Chapters 30, 31, 35, 1606.
- Under Chapter 33, students can take all Distance Ed classes at a reduced amount according to units and percentage. Under Chapter 33, students enrolled half-time or less will get paid for tuition/fees and book stipend only, not entitled to the Basic Allowance for Housing (BAH).
- Officially withdrawn from the college
- If you stop attending classes.

### **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 may not be certified for VA educational benefits until his/her academic status is restored to good standing.

# STUDENT SUCCESS AND SUPPORT PROGRAM

## What is the Student Success and Support Program?

The objective of the Student Success and Support Program (SSSP), also known as Matriculation, is to provide support to students while completing their educational goals.

## Matriculation

Matriculation is defined by the Seymour-Campbell Student Success Act of 2012 as "a process that brings a college and a student into an agreement for the purpose of achieving the student's educational goals and completing the student's course of study." The agreement involves the responsibilities of the college and the student. The Student Success and Support Program includes services to optimize students' opportunities to foster academic success.

### The college's responsibility is to provide:

- Assessment before course registration
- Orientation services about the college's programs and services
- Counseling and other education planning services, including student educational plans (SEP)
- Evaluation of the academic progress of and provision of support services to at risk students to include referrals to appropriate interventions

### The student's responsibility is to:

- Identify an education and career goal.
- Attend class and complete assigned coursework.
- Complete courses and maintain progress toward an educational goal and course of study identified in the SEP.
- Nonexempt first time students are required to:
  - Take the English and math assessments to determine appropriate course placement.
  - Complete an orientation activity provided by the college.
  - Participate in counseling services and complete an abbreviated SEP (first semester plan) before first term of class.
  - Complete a comprehensive SEP (multi-semester plan) after completing 15 degree applicable units or prior to the end of the third semester.

## SSSP Exemption Criteria from Matriculation Activities

A student may be exempted from matriculation activities including orientation, assessment, counseling or advisement based on one or more of the following:

1. Completion of an associate degree or higher from a regionally accredited college
2. Enrollment at the college solely to take a course that is legally mandated for employment as defined in Title 5 section 55000 or necessary in response to a significant change in industry or licensure standards

3. Enrollment at the college as a special admit student pursuant to Education Code section 76001

An exemption form can be processed in the Counseling and Advisement Center (<http://www.citruscollege.edu/stdntsrv/counsel>). Documentation is required to verify the exemption criteria.

## Assessment, Orientation, and Counseling/Advisement

The assessment, orientation, and counseling/advisement process offered through the Student Success and Support Program (<http://www.citruscollege.edu/stdntsrv/sssp>) provides students with the finest academic advisement and counseling possible. Students who participate in these services will be more prepared when transitioning to college life and completing their course of study.

Students can also earn an earlier registration date by completing assessment, orientation and a student educational plan by specific deadline dates.

## What is Assessment?

The assessment process at Citrus College provides information regarding language, mathematics skills, and other activities necessary for a successful college experience. Student-reported information is also used, along with available official 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.

The assessment schedule can be accessed online (<http://www.citruscollege.edu/lc/testing/pages/AssessmentPlacementTesting.aspx>).

Students who have a disability that requires testing accommodations are advised to make arrangements through the DSP&S Office (<http://www.citruscollege.edu/stdntsrv/dsps>), (626) 914-8675. Deaf Services are available 24 hours, (626) 914-8674 TDD.

## Review of Placement

Students who feel their placement does not reflect their abilities may request a Review of Placement with a counselor.

Students may appeal their English and/or math placement if they can demonstrate proof of course equivalency or competency. Students should be prepared to present documentation such as official high school or college transcripts, or additional test results. After a student's information is reviewed by a counselor, placement may be adjusted or a retest may be recommended. The assessment test practice is as follows:

1. Students must wait a minimum of four weeks to retake the placement exam.
2. Placement exams may only be retaken once for each subject. With the exception of expired placement results (older than 2 years), additional retestings will not be permitted. It is important that students take the placement exam seriously, prepare adequately, and do their very best.

3. All placement results are valid for a period of two years. Students are strongly encouraged to enroll in math and English classes during their first term.

## What is Orientation?

The orientation program is designed to introduce students to a course of study programs, campus resources, student support services, and college success tips. Students will have the necessary tools to make a smooth transition to college life and complete their goals successfully.

Students who are new to Citrus College are urged to complete the assessment and **MUST** complete orientation. All future registration will be withheld from students who have applied to the college and did not complete the orientation requirement by their specific deadline date.

Students who believe they are exempt or those who want to read about procedures for challenging matriculation regulatory provisions can be referred to the matriculation section in the Citrus College catalog or Administrative Procedure 5050 Matriculation located on the Citrus College webpage under Administrative Procedures and Board Policies in the A-Z index.

## Orientation Options

Orientation can be satisfied through any of the following options:

- In-person orientation (recommended for new students)
  - New student Assessment/Orientation session includes SEP beginning July 2014.
  - Early Decision Day at Citrus College (only available through high school districts)
- Online orientation (<http://orientation.citruscollege.edu>)

Assessment and orientations are scheduled periodically throughout the year. For more information, please view the assessment/orientation schedule (<http://www.citruscollege.edu/lc/testing/Pages/AssessmentPlacementTesting.aspx>).

## Counseling/Advisement

The college counseling staff provides a variety of services including but not limited to, 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 Programs and Services (EOP&S), and financial assistance programs. The counselors assist in long-range planning and checking specific requirements so that students meet graduation requirements and course prerequisites, secure career/technical certificates and licenses, and fulfill requirements for transfer to other colleges or universities.

It is important for new students to have college success skills to make a smooth transition into college.

The following counseling courses are strongly recommended for new students to take during their first semester at Citrus College:

COUN 145	Career/Life Planning	3
COUN 156	College Planning Today for Tomorrow	1
COUN 159	On Course to Success	3
COUN 160	Strategies for College Success	3
COUN 161	Higher Education Transitional Skills for Student Veterans/Families	3

COUN 200	Orientation and Educational Planning for Student Success	1
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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. All first time non-exempt students are encouraged to complete an abbreviated SEP to enhance their success in completing their course of study. Also, beginning with new fall 2014 students, completing assessment, orientation and a SEP by designated deadline dates will result in earlier registration. Abbreviated SEP services for nonexempt first time students will be available as follows:

- **Students with 15 units or less:** Nonexempt first-time students with 15 college units or less will be able to complete an abbreviated SEP during an in-person orientation or Course Planning Session. A listing of the schedule can be viewed at the Learning Center (<http://www.citruscollege.edu/lc/testing/Pages/AssessmentPlacementTesting.aspx>) and Counseling (<http://www.citruscollege.edu/stdntsrv/counsel/Pages/default.aspx>) webpages.
- **Students with 16 units or more:** Nonexempt first-time students will be directed to meet with a counselor during an individual appointment to create a SEP. Prior to the appointment, students must complete assessment, complete orientation, declare a course of study, and official college transcripts must be on file.

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.

**Veterans planning to receive G.I. benefits are required** to make an appointment with the Veterans Center (<http://www.citruscollege.edu/stdntsrv/veterans/Pages/VeteransCenter.aspx>) prior to seeing a counselor.

## 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 course of study. Counselors also give referrals to appropriate programs and services, both on and off campus.

**Students on probation are required** to complete an online probation workshop (<http://www.citruscollege.edu/stdntsrv/counsel/Pages/NewStudentMandatoryOrientation.aspx>) well in advance of registration.

Registration is withheld until the workshop is completed.

## 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: MATH 190 Calculus with Analytic Geometry I

must be completed before taking MATH 191 Calculus with Analytic Geometry II.)

- **Co-Requisite** - A course that a student is required to take at the same time with another course. (Example: VNRS 150 Fundamentals of Nursing must also be taken with VNRS 151L Fundamentals of Nursing Lab.)
- **Recommendation** - A skill or course that is strongly suggested before enrollment in a course, but is not required. (Example: ENGL 101 Reading and Composition is strongly recommended before HIST 108H History of the United States since 1877 - Honors.)

## Verification of Prerequisites

Prior to registration, students are required to provide verification of how skill or course prerequisites have been satisfied. Students unable to verify how a prerequisite has been satisfied will not be allowed to enroll in those courses.

Official transcripts are required from other colleges to verify course prerequisites. Skills prerequisites must be verified through the Citrus College assessment process or the assessment process from another college.

## Challenging Prerequisites

Students have the right to challenge any prerequisite or co-requisite by obtaining the Prerequisite Challenge Petition from the Admissions and Records Office (<http://www.citruscollege.edu/ar>). This form requires written documentation, explanation of alternative course work, background, abilities, or other evidence which has adequately prepared you for the target course.

The challenge petition may include one or more of the following:

- A prerequisite or co-requisite has not been made reasonably available;
- A prerequisite or co-requisite has not been established in accordance with the District's process for establishing prerequisites and co-requisites;
- Provide evidence of having the knowledge or ability needed to succeed in the course despite not meeting the prerequisite or co-requisite;
- Challenge other limitations on enrollment;
- Challenge a prerequisite or co-requisite established to protect the health and safety of himself, herself, and/or others;
- A prerequisite, co-requisite, or limitation on enrollment is discriminatory or applied in a discriminatory manner;
- A prerequisite or co-requisite is in violation of Title 5.

If the challenge is upheld or the college fails to resolve the challenge within a five working-day period, the student will be allowed to enroll in the course. If no space is available in the course when a challenge is filed, the challenge shall be resolved prior to the beginning of registration for the next term, and if the challenge is upheld, the student will be permitted to enroll if space is available when registering for the subsequent term.

Prerequisite and co-requisite challenges are addressed by the appropriate academic discipline, department, or division.



# MATRICULACIÓN, INSCRIPCIÓN Y PAGOS

## Lista de personal que habla español

### Admisiones y Registros

Julie Miranda (626) 857-4132  
Gerald Sequeira (626) 914-8519

### Transferencia

Maria Le Duc (626) 857-4096

### Consejería Académica

Claudia Castillo (626) 914-8537  
Laura Villegas (626) 857-4093

### Ayuda Financiera

Guillermo Miranda (626) 914-8592

### Programas Educativos de Oportunidades y Servicios (EOP&S)

Joanne Hinojosa (626) 914-8558

### Servicios Fiscales

Rosalinda Buchwald (626) 914-8897

## Admisión, Inscripción y Pagos

### Admisión

Citrus College es una institución de acceso abierto, que ofrece admisión a estudiantes que se gradúan de la preparatoria o a personas que cuentan con un diploma de 'high school', un certificado 'GED', o un certificado de constancia, o el equivalente. Reglas especiales para los estudiantes de preparatoria se encuentran en esta sección.

Una persona que tiene 18 años o es mayor de 18 años, y no cuenta con su diploma de 'high school' puede ser admitida a Citrus College para inscribirse en clases de educación general o para inscribirse en programas vocacionales de especialización. El estudiante también puede prepararse para transferirse a una institución de cuatro años de estudios sin contar con un diploma de 'high school'.

Para solicitar admisión en Citrus College, los solicitantes deben utilizar la solicitud en línea OpenCCC (<http://www.citruscollege.edu/ar/Pages/ApplyingforAdmission.aspx>). Los estudiantes deben tener por lo menos 13 años de edad para hacer uso de esta solicitud en línea.

### Estudiante Actual de Preparatoria a Estudiante de Primer Año

Si es un estudiante que se va a graduar de la preparatoria y que está inscrito de forma simultánea en Citrus College y planea continuar asistiendo por otro semestre, necesitará llenar una solicitud nueva como estudiante de primer año, y no como un estudiante que ya está inscrito.

### Admisión para Estudiantes Extranjeros

La Oficina para Estudiantes Extranjeros (<http://www.citruscollege.edu/stdntsv/international>) de Citrus College admite a estudiantes extranjeros

que tengan una visa o estén en trámites para obtener una Visa de Estudiante F-1 una vez que sea aprobada su solicitud. Se requiere que estos estudiantes paguen cuotas de estudiantes extranjeros.

Para poder calificar para admisión, un estudiante extranjero debe hacer lo siguiente:

1. Entregar una solicitud de admisión para Citrus College.
2. Completar la solicitud para estudiantes extranjeros y pagar la cuota de inscripción.
3. Entregar documentación confidencial sobre sus finanzas.
4. Los estudiantes que desean inscribirse en programas académicos deben entregar los resultados de pruebas requeridas. No se requieren resultados de pruebas para ser admitido al Programa Intensivo de Inglés.
5. Entregar archivos oficiales de la preparatoria y/o colegios.
6. Entregar comprobante de prueba de Tuberculosis (TB).

Se requieren los siguientes documentos de los estudiantes actuales con Visa F-1 que se están transfiriendo a Citrus College:

1. Formulario de Transferencia de la institución anterior
2. Documentación de inmigración apropiada
3. Archivos académicos del colegio al que asistió

La solicitud de admisión, y toda la documentación requerida deben de recibirse en el día o antes de la fecha límite publicada para el semestre deseado. Se requiere que los estudiantes tomen la prueba 'Accuplacer' ESL (Inglés como Segundo Idioma) de Citrus College.

## Estudiantes de Preparatoria 'High School' Clases para Estudiantes de 'High School'

Citrus College ofrece una selección de programas y clases para estudiantes de preparatoria. Estos estudiantes deben de estar inscritos de forma simultánea en su preparatoria y en Citrus College. Se requiere que estos estudiantes que asisten de forma simultánea a su preparatoria llenen una solicitud de admisión para el colegio y el paquete de documentos para asistir a ambas escuelas al mismo tiempo llamado 'Concurrent Enrollment Packet'. Este paquete, que requiere la firma de uno de los padres, y de un consejero o director de la escuela, está disponible en internet (<http://www.citruscollege.edu/ar>).

Citrus College ofrece clases de verano en algunas preparatorias locales a través del Programa de Clases de No-crédito. Para mayor información, comuníquese con la oficina de consejería de estas escuelas preparatorias.

### Programa de Decisión Temprana

El Programa de Decisión Temprana hace posible que los estudiantes en el último año de algunas preparatorias que ya sometieron sus solicitudes a Citrus College, puedan visitar el campus, puedan tomar la prueba de colocación y se reúnan con un consejero durante el segundo semestre de su último año en la preparatoria.

Los estudiantes en su último año en preparatoria y que asisten a otras 'high schools' y que están interesados en participar en el proceso de Decisión Temprana pueden comunicarse con la oficina de Relaciones y Enlace con Escuelas (School Relations and Outreach Office) al (626) 857-4162.

## Cómo Solicitar Admisión

Los estudiantes interesados en asistir a Citrus College pueden llenar una solicitud de admisión en línea (<http://www.citruscollege.edu/ar>). No hay ningún cobro por someter esta solicitud y la solicitud se puede llenar en cualquier momento. Hay computadoras en el lobby del edificio de Servicios Estudiantiles y en otras áreas del colegio que permiten el acceso al sitio de Internet del colegio.

Una vez que se somete una solicitud de admisión, el estudiante nuevo recibirá un correo electrónico de bienvenida a Citrus College ("Welcome to Citrus College") que incluye su número de identificación de estudiante y su Número Personal de Identificación (PIN). El estudiante necesita ambos, el número de ID y del PIN para inscribirse en las clases, pagar cuotas y de forma oficial inscribirse en Citrus College.

Los estudiantes de clases de crédito pueden inscribirse en clases de no-crédito; sin embargo, los estudiantes que estén interesados en tomar únicamente clases de no-crédito deben consultar la sección de este catálogo de Clases de No-Crédito y Educación Comunitaria (p. 233).

### Estudiantes de Primer Año Menores de 18 Años

Se requiere comprobante de graduación para los estudiantes que no tendrán 18 años el primer día de clases en Citrus College. Se debe entregar una verificación de graduación a la Oficina de Admisiones y Récords.

Los documentos aceptables de verificación incluyen un diploma de 'high school', un diploma de GED, Certificado de Constancia en California (Certificate of California Proficiency), una carta en papel membretado de la escuela indicando que el estudiante ha cumplido con el requisito de graduación, o un archivo sellado que tenga la fecha de graduación del estudiante.

## Requisitos de Residencia

Como colegio comunitario público, Citrus College es requerido por ley a verificar la residencia de cada solicitante según lo indica el Título 5 y el Código de Educación de California. El estatus de Residente, se determina a partir del día anterior al inicio de cada semestre. La residencia determina la cantidad de cuotas que se deben coleccionar al momento de inscribirse. Por favor tome en cuenta que las clases de no-crédito son libres de cuotas.

### Clasificación de Residencia

Las clasificaciones de residencia se deben determinar para cada estudiante en el momento que solicita admisión.

### Residentes de California

Residentes de California asisten a Citrus College sin pagar cuotas de matriculación y solamente pagan cuotas de inscripción y otras cuotas.

### No Residentes

Los estudiantes que no llenan el requisito de residencia de California, deben pagar cuotas de no residentes, además de las cuotas de inscripción y otras cuotas. Para más información, visite la Oficina de Admisiones y Récords (<http://www.citruscollege.edu/ar>).

### Exención para No Pagar Colegiatura como No Residente de California (AB 540)

Cualquier estudiante, con la excepción de estudiantes extranjeros no inmigrantes, que llene todos los requisitos indicados en la Regla Administrativa 5020 de Matriculación para No Residentes (<http://www.citruscollege.edu/ar>),

[www.citruscollege.edu/admin/bot/Pages/PoliciasProcedures.aspx](http://www.citruscollege.edu/admin/bot/Pages/PoliciasProcedures.aspx)), estará exento a pagar cuotas como no residente.

### Reclasificación de residencia

Los estudiantes clasificados como no residentes pueden someter a la Oficina de Admisiones y Récords una Petición de Reclassificación de Residencia junto con los comprobantes requeridos.

Los estudiantes que se inscriben en clases en espera de la notificación de la decisión sobre la residencia, son responsables de pagar la cuota que se indica para ese semestre. Los estudiantes que son aprobados en base a los comprobantes que sometieron, recibirán un reembolso del pago que hicieron como no residentes.

La responsabilidad de comprobar la residencia en la Petición de Reclassificación de Residencia resta en el solicitante.

Para información adicional sobre la residencia, favor de visitar la Oficina de Admisiones y Récords (<http://www.citruscollege.edu/ar>) y vaya a la sección Procedimiento Administrativo 5015 (<http://www.citruscollege.edu/admin/bot/Pages>).

## Archivos

### Archivos de otras instituciones

Archivos oficiales de la preparatoria 'high school' se requieren de todos los estudiantes que hayan asistido a la preparatoria en los últimos tres años. Archivos oficiales del colegio se requieren de los estudiantes nuevos que anteriormente estaban inscritos en un colegio o universidad.

Para asegurar un proceso de inscripción rápido, se recomienda que los archivos académicos sean recibidos y se encuentren en el archivo del estudiante antes de la cita de inscripción del estudiante. Los archivos pueden ser utilizados para verificar clases de prerrequisitos y también se requieren para ser considerado para ayuda financiera y para recibir beneficios de veteranos.

Los archivos de colegios acreditados por una institución regional de acreditación pudieran ser evaluados durante el primer semestre de asistencia del estudiante en Citrus College.

Los archivos de países extranjeros deben ser evaluados por un servicio aprobado de evaluación de archivos académicos.

Créditos por servicio militar basados en el documento DD-214 se toman en cuenta después del primer semestre al que asiste el estudiante veterano.

### Archivos de Citrus College

Los estudiantes que solicitan su archivo académico de Citrus College pueden recibir los dos primeros gratuitamente. Después de esos dos archivos, se le cobrará una cuota al estudiante cuando solicite un archivo académico. Por favor tome en cuenta lo siguiente: Las solicitudes electrónicas de archivos están disponibles a un costo adicional. Favor de visitar la página web de la oficina de Admisiones (<http://www.citruscollege.edu/ar/Pages/Transcripts.aspx>) para mayor información.

Todos los estudiantes inscritos en clases de crédito y de no-crédito pueden acceder una copia de su archivo no oficial en WingSpan (<https://wingspan.citruscollege.edu>).

## Horario de Clases

Citrus College publica un Horario de Clases 'Schedule of Classes' cada semestre y cada sesión. Este horario de clases lista las clases de crédito y la descripción de cada clase. Todos los horarios de clases están disponibles en línea (<http://www.citruscollege.edu/schedule>).

Los horarios de clases del programa de Educación Comunitaria y de Clases de No Crédito se publican por separado. Estos horarios de clases están disponibles en la página web de Educación Continua (<http://www.citruscollege.edu/ce/Documents>).

## Inscripción

### Inscripción

La inscripción se realiza antes de cada semestre y sesión. Además de seleccionar la clase, todas las cuotas deben pagarse durante la inscripción. Fechas, plazos, reglamentos, y guías para la inscripción están publicadas en el horario de clases para el semestre o sesión específica.

### Límites de la Inscripción

Un estudiante no podrá agregar una clase si él o ella:

- tiene su archivo detenido 'hold' por no haber pagado una cuota, cuestión de admisión, o cualquier otro tipo de situación;
- se encuentra expulsado por cuestión académica o de progreso;
- enfrenta ser expulsado o suspendido;
- se inscribe en una clase que lo coloca en una sobrecarga de clases, y el colegio no ha aprobado la sobrecarga de clases;
- intenta inscribirse en una clase cuya duración está en conflicto con la fecha de otra clase en la que se ha inscrito;
- ha fallado en satisfacer los prerrequisitos y/o correquisito para la clase; o
- previamente se inscribió en la clase y excede el número de repeticiones que se permiten para dicha clase.

### Inscripción con Prioridad

La Junta de Regentes de los Colegios Comunitarios de California ha establecido un sistema de prioridades de inscripción en todos los colegios designada para asegurarse que haya clases disponibles para los estudiantes que están buscando ser entrenados para empleos, desean obtener un título, o transferirse a una universidad. Estas prioridades también sirven como recompensa para los estudiantes que demuestran progreso hacia su meta educativa.

Los estudiantes nuevos necesitan completar una asesoría académica, orientación y un plan educativo estudiantil para poder recibir una cita más temprana (prioridad más alta para la inscripción). Se exhorta a los estudiantes a declarar un programa de estudio. Es muy importante hacer el mejor desempeño en las clases y obtener buenas calificaciones para mantener el estatus de inscripción con prioridad.

Los estudiantes que continúan en el colegio deben mantener un nivel académico bueno y obtener una calificación promedio de 2.0, completar por lo menos el 50% de sus clases cada semestre, y no exceder los 100 puntos de unidades aplicables al título, para no perder su inscripción con prioridad. Se recomienda a los estudiantes inscribirse únicamente en clases que puedan completar y de forma cuidadosa seleccionar sus clases. Las unidades aplicables al título no incluyen clases de

conocimientos básicos. En algunas circunstancias, los estudiantes pueden ser exentos a no recibir una cita de inscripción más tarde. Los estudiantes deben reunirse con un consejero si sus unidades aplicables al título son más de 75 unidades.

Los estudiantes inscritos en clases de no crédito reciben una cita de inscripción para una fecha y horario diferente a los estudiantes inscritos en clases de crédito. Los estudiantes que reciben una cita para inscribirse en clases de no crédito no podrán inscribirse en clases de crédito al menos que hayan pasado por el proceso de inscripción para clases para crédito y se inscriban basado en las reglas anteriormente descritas.

Para información adicional, favor de revisar I (<http://www.citruscollege.edu/admin/bot/Pages/PoliciasProcedures.aspx>)as Reglas Administrativas 5055 (<http://www.citruscollege.edu/admin/bot/Pages/PoliciasProcedures.aspx>).

### Darse de Baja de Clases en Línea

Los estudiantes pueden darse de baja de una clase a través de WingSpan (<http://wingspan.citruscollege.edu>) para la fecha límite para darse de Baja o para recibir un reembolso de clases. Los estudiantes que desean recibir un reembolso para una clase, deben darse de baja de la clase en internet para la fecha límite para poder obtener un reembolso. Favor de visitar la página web de la Oficina de Admisiones y Récords y ver la sección fechas importantes para enterarse sobre las fechas límites.

Para recibir reembolsos para un permiso pagado de estacionamiento y/ o una calcomanía de servicios estudiantiles pagados, el estudiante debe regresar ambos a la cajera del colegio para la fecha límite para recibir reembolso para su clase/s.

### Pago por Clases

WingSpan (<http://wingspan.citruscollege.edu>) permite a los estudiantes de Citrus College pagar sus cuotas con dos opciones fáciles y rápidas.

- Seleccionar pagar por internet con tarjeta de crédito: VISA, MasterCard, Discover o American Express.
- Pagar en persona con efectivo o cheque.

### Clasificaciones de Estudiante

Un estudiante de Citrus College que ha obtenido menos de 30 unidades está clasificado como un estudiante de primer año 'freshman', y un estudiante con más de 30 unidades está clasificado como estudiante de segundo año 'sophome'. Otras categorías de clasificaciones de estudiante incluyen:

- **Tiempo completo para la sesión de verano e invierno**
  - Inscrito en 4 o más unidades en una sesión
- **Tiempo completo para los semestres de otoño y primavera**
  - Inscrito en 12 unidades o más en un semestre
- **Medio Tiempo para los semestres de otoño y primavera**
  - Inscrito en menos de 12 unidades en un semestre
- **Tres cuartos del tiempo para los semestres de otoño y primavera:**
  - Inscrito en 9 o menos de 12 unidades en un semestre
- **La mitad del tiempo para los semestres de otoño y primavera**
  - Inscrito en 6 y menos de 9 unidades en un semestre

### Estudiantes Nuevos

Los estudiantes que nunca se han inscrito en clases de crédito en Citrus College son clasificados como estudiantes nuevos.

## Estudiantes que Continúan

Los estudiantes que previamente se inscribieron en Citrus College se clasifican como estudiantes que continúan. Los estudiantes en los grados k-12 no reciben esta clasificación para el propósito de inscripción con prioridad.

## Estudiantes en Clases de No-Crédito

Los estudiantes que están inscritos únicamente en clases de no crédito no reciben una clasificación. Sin embargo, estos estudiantes pueden recibir una verificación de su inscripción.

## Límite de Unidades

No hay un mínimo, pero el máximo de número de unidades que un estudiante puede estar inscrito en un semestre son 21 unidades (semestre de otoño o primavera). El número máximo de unidades que un estudiante puede inscribirse durante la sesión de verano y de invierno es de 13 unidades. Los estudiantes de preparatoria están sujetos a diferentes límites de unidades. Un estudiante que desea tomar más unidades que el número máximo permitido puede someter una petición a través del Centro de Consejería y Asesoría (<http://www.citruscollege.edu/stdntsrvcounsel>). Los estudiantes de preparatoria que desean inscribirse como estudiantes de tiempo completo deben recibir aprobación por parte de la Oficina de Admisiones y Récords (<http://www.citruscollege.edu/ar>) y se les cobrará una cuota de inscripción para todas las clases que tomen.

## WingSpan

WingSpan (<https://wingspan.citruscollege.edu>) es el centro de recursos de información de Citrus College y el método principal de inscripción. Ofrece acceso en línea a los estudiantes para:

- Solicitar admisión
- Revisar el estatus de su solicitud
- Revisar las citas para inscripción
- Revisar el estatus de la inscripción
- Inscribirse en clases
- Darse de baja de clases
- Imprimir horarios individuales de clases de los estudiantes
- Pagar cuotas con tarjetas de crédito o débito
- Imprimir verificaciones de inscripción

WingSpan cuenta con opciones para acceder las calificaciones y archivos no oficiales. Visite la página web del colegio (<https://wingspan.citruscollege.edu>) y descargue la guía para estudiantes para mayor información.

## Lista de Espera

Durante la inscripción, una vez que la clase ha llegado al límite de cupo de estudiantes, el estatus de la clase se cambiará de Abierta a Cerrada. Una vez que una clase cierra, se abre una lista de espera que permite a los estudiantes la opción de colocar su nombre en la lista.

La mayoría de las listas de espera cuentan con 20 lugares.

El primer nombre del estudiante en la lista será el primero en tener la oportunidad de inscribirse y de ahí se sigue el mismo orden.

Los estudiantes que se encuentran en la lista de espera serán contactados a través de un correo electrónico en caso de que haya un lugar disponible en la clase. Una vez que se recibe la notificación, el estudiante tiene 24 horas para inscribirse en la clase a través de

WingSpan (<https://wingspan.citruscollege.edu>). Los estudiantes que no se inscriben dentro de las 24 horas permitidas serán removidos de la lista de espera. La lista de espera se detiene dos días antes de la primera clase.

Una vez que empiece la primera clase, los estudiantes necesitarán un código para agregar la clase que otorga el instructor para que se puedan inscribir en dicha clase. Los códigos para agregar clases son otorgados por los instructores en base a su discreción. Los instructores podrían usar la lista de espera para ver el orden de los nombres y otorgar un código para agregar la clase.

## Código para Agregar Clases

Un código para agregar clases puede ser otorgado por el instructor a los estudiantes que no pudieron inscribirse en la clase. Los códigos para agregar clases pueden ser otorgados por el instructor durante la primera clase. Cuando un instructor otorga un código para agregar clases, el estudiante puede inscribirse en la clase durante Inscripción Tarde, que es el periodo de tiempo a partir de la primera clase y termina con la fecha límite para agregar clases. Las fechas límites varían dependiendo de la sección de la clase, favor de revisar las fechas límite para Agregar/Darse de Baja/Reembolsos que se encuentra en la página web de la Oficina de Admisiones y Récords (<http://www.citruscollege.edu/ar/Pages/ImportantDatesRoll-OutDates.aspx>).

Los instructores tienen la discreción de otorgar códigos para agregar clases cuando hay espacio disponible en la clase. Los estudiantes que obtienen un código para agregar clases deben inscribirse en la clase a través de WingSpan (<https://wingspan.citruscollege.edu>). Un código para agregar clase es válido solamente para una persona, y una vez que se usa el código ya no es válido.

## Mal uso de Código para Agregar Clase

Solamente el estudiante que recibe un código para agregar clase por parte de un miembro de la facultad o de otro representante de Citrus College está autorizado a usar dicho código.

Los estudiantes no deben vender o regalar a otros estudiantes los códigos para agregar clases. El mal uso de códigos para agregar clase es considerado una violación de la buena conducta del estudiante.

Los estudiantes que hagan mal uso de los códigos para agregar clase serán dados de baja de la clase y estarán sujetos a acciones disciplinarias tal y como se define en los Procedimientos Administrativos 5520 (<http://www.citruscollege.edu/admin/bot/Pages/PolicesProcedures.aspx>).

## Verificación de Inscripción

Citrus College ha autorizado a la organización 'National Student Clearinghouse' como su agente para verificar la inscripción de los estudiantes. A través de WingSpan (<https://wingspan.citruscollege.edu>) se puede obtener un Certificado Oficial de Verificación de la Inscripción.

Este certificado se puede presentar a organizaciones como agencias de seguros médicos, departamentos de la vivienda, compañías de productos del consumidor, y a bancos en casos de que se le solicite al estudiante presentar una verificación oficial de su inscripción en Citrus College.

Los estudiantes inscritos en clases de no créditos pueden obtener una verificación de su inscripción en la Oficina de Admisiones y Récords (<http://www.citruscollege.edu/ar>).

## Educación en Línea

Las clases de Educación en Línea utilizan tecnología de computación para ofrecer la instrucción a los estudiantes. Estas clases tienen el mismo nivel de contenido y llenan los mismos requisitos que las clases tradicionales, pero ofrecen flexibilidad a los estudiantes para que tomen sus clases. La gran mayoría de estas clases en línea requieren asistir a una orientación y a tomar las pruebas en el colegio.

Los estudiantes que sacan buenas calificaciones en las clases en línea, por lo regular están motivados, son organizados, y son pro activos sobre su educación. Se requiere tener conocimiento básico sobre cómo usar una computadora. Adicionalmente, las clases en línea requieren un gran intercambio de información a través de lectura y escritura, por lo que se recomienda tener conocimientos avanzados en estas dos áreas.

Para obtener una lista completa de las clases disponibles, o para mayor información, visite la página web de Educación a Distancia (<http://www.citruscollege.edu/oe>), o enviar correo electrónico a [online@citruscollege.edu](mailto:online@citruscollege.edu) o llame al 626-914-8831.

## Cuotas y Gastos

### Cuotas y Gastos 2017-2018

<b>Cuota de Inscripción<sup>1</sup></b>	\$46 por unidad
Matriculación para Estudiante Extranjero <sup>2</sup>	\$245 por unidad
Matriculación No Residente <sup>2</sup>	\$245 por unidad
<b>Cuotas de Servicios en el Campus</b>	
<b>Cuota de Servicios de Salud</b>	
Otoño & Primavera	\$20
Estudiantes BOGW	\$15
Invierno & Verano	\$17
Estudiantes BOGW	\$12
<b>Cuota de Estacionamiento</b>	
Otoño & Primavera	\$53
Invierno & Verano	\$26
Cuota de Representación Otoño & Primavera	\$1
<b>Cuota de Servicios Estudiantiles</b>	
Otoño & Primavera	\$15
Invierno & Verano	\$10

<sup>1</sup> La cuota de inscripción está fijada por la Legislatura Estatal de California.

<sup>2</sup> Se requiere que los estudiantes no residentes y extranjeros paguen cuotas de inscripción y de matriculación en clases.

### Cuota de Servicios de Salud

La Cuota de Servicios de Salud es obligatoria tanto para estudiantes de tiempo completo como de medio tiempo. Los siguientes tipos de estudiantes están exentos a pagar la cuota:

- Los estudiantes que dependen de forma exclusiva en la oración para sanar de acuerdo a las enseñanzas de una secta religiosa, denominación u organización. Para estar exento de esta cuota, el estudiante debe presentar documentación válida de su membresía en dicha religión a la oficina del vicepresidente de servicios estudiantiles.

- Los estudiantes que asisten a Citrus College bajo un programa aprobado de entrenamiento como aprendiz.
- Los estudiantes que toman clases de Educación a Distancia y de clases de no-crédito. Sin embargo, estos estudiantes pueden pagar la cuota y recibir servicios del Centro de Salud Estudiantil.

### Cuota de Servicios para Estudiantes

La Cuota de Servicios para Estudiantes apoya las actividades del campus, como actividades deportivas, clubes, eventos culturales, mejoras en el colegio, becas y otros programas y servicios especiales que benefician de forma directa la vida estudiantil y del campus.

Los estudiantes reciben una calcomanía de ASCC una vez que pagan estas cuotas. La calcomanía se debe recoger con la cajera en el edificio de Servicios Estudiantiles. El volante que acompaña la calcomanía contiene una lista de la gran cantidad de beneficios, servicios y descuentos disponibles para los estudiantes que pagan la cuota para servicios y que han recibido la calcomanía. Debido a la gran cantidad de programas y servicios que se ofrecen, se requiere que todos los estudiantes paguen la Cuota de Servicios para Estudiantes.

Los estudiantes pueden solicitar no pagar esta cuota antes de pagar la matriculación de clases a través de solicitar un formulario para no pagar dicha cuota en la Oficina de Vida Estudiantil y Desarrollo de Liderazgo 'Office of Student Life and Leadership Development', ubicada en la parte central del colegio. Se requiere comprobante de estar inscrito en el colegio. Los estudiantes que piden no pagar esta cuota, no serán elegibles para recibir los beneficios asociados con esta cuota, pero si lo serán para los otros servicios estudiantiles. No se aplica esta cuota a los estudiantes inscritos en clases a distancia o en clases únicamente de no crédito. Sin embargo, estos estudiantes pueden optar pagar la cuota y recibir los beneficios descritos arriba.

### Cuota de Representación Estudiantil

La Cuota de Representación Estudiantil es una cuota obligatoria de \$1 que se utiliza exclusivamente para propósitos de abogar a favor de causas en pro de los estudiantes. Un estudiante puede rehusarse a pagar esta cuota por razones políticas, religiosas, financieras o morales. Los estudiantes que no desean pagar esta cuota, deben someter por escrito una declaración justificando sus razones para rehusarse a pagar la cuota.

Esta solicitud estará sujeta a la aprobación por parte de la Oficina del Decano de Estudiantes.

### Cuotas de Material de Instrucción

Se puede solicitar que el estudiante tenga que pagar una cuota por material instructivo, u otros materiales que se requieren para una clase específica. Estos materiales pueden incluir, pero no están limitados a libros, herramientas, maquinaria y vestimenta especial.

### Póliza de Reembolso de Cuotas

En el caso de un miembro activo o de la reserva del servicio militar que recibe órdenes que como consecuencia piden que se den de baja de sus clases en Citrus College, se les otorgará un reembolso completo una vez que se verifique que hayan recibido dichas órdenes.

Reembolsos de la cuota de inscripción y de matriculación de no residente se pueden dar a los estudiantes de forma automática cada vez que se den de baja de una clase antes de la fecha límite para solicitar un reembolso. La cuota de salud o de servicios de estudiantes se reembolsará automáticamente si el estudiante se da de baja de todas

sus clases para la fecha límite de darse de baja para cada clase. Las cuotas de permiso de estacionamiento se reembolsarán si el estudiante se da de baja de sus clases para la fecha límite y presenta el comprobante de haberse dado de baja de clases a la oficina de Seguridad 'Campus Safety' (<http://www.citruscollege.edu/campusafety>), y regresa al permiso de estacionamiento a la oficina de Seguridad.

## Obligaciones Financieras de los Estudiantes

Todas las cuotas deben de estar pagadas antes de la fecha límite para evitar ser dado de baja de la clase, incluyendo las clases en donde hay lista de espera. Las fechas límites para pagar cuotas se encuentran en el horario de clases y en Internet.

Citrus College no dará a conocer las calificaciones, no otorgará archivos oficiales, títulos, o privilegios de inscripción o ninguna combinación de lo mencionado anteriormente, a ningún estudiante que ha fallado en pagar sus obligaciones financieras que se le deben al colegio. Se retirarán las restricciones en los archivos del estudiante una vez que se haya liquidado la deuda pendiente. Las deudas deben liquidarse con dinero en efectivo, o giro postal: se pudiera cobrar una cuota de servicio del banco o un recargo.

## Cancelación de Clases

Las clases pudieran ser canceladas por la discreción del colegio. Los estudiantes inscritos en clases canceladas pueden inscribirse en otras clases abiertas.

Los estudiantes que tienen una clase o clases que fueron canceladas por el colegio son elegibles a obtener un reembolso completo de sus cuotas pagadas por dichas clases.

## Asesoría, Orientación y Consejería

El proceso de asesoría, orientación, y consejería que está disponible a través del Programa de Éxito Estudiantil y Programas de Apoyo (<http://www.citruscollege.edu/stdntsrvt/sssp>) ofrece a los estudiantes con los mejores programas de asesoría académica y de consejería. Los estudiantes que participan en estos servicios estarán mejor capacitados para hacer la transición a sus estudios en el colegio y para completar su plan de estudios.

Los estudiantes también podrán obtener una fecha de inscripción con prioridad si completan la asesoría, la orientación y desarrollan su plan educativo estudiantil para una fecha específica.

## ¿Qué es la Asesoría?

El proceso de asesoría en Citrus College ofrece información sobre habilidades para lenguaje y matemáticas, y otras actividades necesarias para tener una experiencia exitosa en el colegio. La información que reporta el mismo estudiante se utiliza también, en conjunto con los archivos de la preparatoria o de otros colegios. Otros factores también se utilizan para asesorar que tan preparado está el estudiante para asistir al colegio, entre éstos se encuentran una evaluación de los hábitos para estudiar, metas del estudiante y aspiraciones para carrera, y los resultados en la prueba de colocación.

La evaluación de la información ayuda al consejero a determinar cuál es el programa educativo a seguir para que el estudiante pueda lograr sus metas educativas a largo plazo y poder obtener una carrera.

El horario de las pruebas de colocación se puede encontrar en línea (<http://www.citruscollege.edu/lc/testing/pages/AssessmentPlacementTesting.aspx>).

Se recomienda a los estudiantes que tienen una discapacidad y que requieren arreglos especiales para tomar pruebas, comunicarse con la Oficina DSP&S (<http://www.citruscollege.edu/stdntsrvt/dsps/Pages/default.aspx>) al (626) 914-8675 para hacer los arreglos necesarios. Servicios para sordomudos están disponibles las 24 horas del día (626) 914-8674 TDD.

## Revisión de la Colocación

Los estudiantes que no estén de acuerdo con los resultados de la prueba de colocación y que opinan que sus habilidades no reflejan el nivel en que se les asignó, pueden solicitar con un consejero una Revisión de la Colocación.

Los estudiantes pueden apelar el nivel de colocación en clases de inglés y/o matemáticas si pueden demostrar comprobantes de dominio del curso o haber estado en ese nivel anteriormente. Los estudiantes deben de estar preparados para presentar documentación tales como archivos de preparatoria o de colegio, o resultados de pruebas adicionales. Después de que un consejero revisa la información del estudiante, se pudiera recomendar que el estudiante vuelva a tomar la prueba o se pudieran hacer ajustes en el nivel de colocación. La práctica para tomar la prueba de colocación es la siguiente:

1. El estudiante debe esperar un mínimo de cuatro semanas antes de volver a retomar la prueba de colocación.
2. Las pruebas de colocación deben ser retomadas solamente una vez para cada materia. Con la excepción de los resultados ya expirados de pruebas de colocación (más viejos de 2 años) no se permitirá retomar pruebas adicionales. Es importante que el estudiante tome en serio la prueba de colocación, preparándose adecuadamente y hacer lo mejor que pueda.
3. Todos los resultados de pruebas de colocación son válidos por un periodo de 2 años. Se recomienda a los estudiantes inscribirse en clases de matemáticas e inglés en su primer año.

## ¿Qué es una Orientación Requerida?

El programa de orientación está diseñado a introducir a los estudiantes a un curso de estudio, los recursos del campus, los programas de apoyo estudiantil, y recomendaciones para tener éxito en el colegio. Los estudiantes tendrán las herramientas necesarias para hacer una transición fácil a la experiencia del colegio y tener éxito en sus metas.

Se exhorta a los estudiantes nuevos a Citrus College completar la prueba de asesoría y DEBEN completar su orientación. No se permitirá ninguna inscripción futura de estudiantes que han solicitado admisión al colegio y que no completaron el requisito de orientación para la fecha límite.

Los estudiantes que creen estar exentos de este requisito o aquellos que desean leer información sobre el procedimiento para cuestionar estos reglamentos de matriculación pueden referirse a la sección sobre matriculación que se encuentra en el catálogo de clases de Citrus College o en los Procedimientos Administrativos Sobre la Matriculación 5050 que se encuentran en la página de internet de Citrus College bajo "Administrative Procedures and Board Policies" buscando en el índice de la A-Z.

## Opciones para la Orientación

La orientación se puede cumplir a través de las siguientes opciones:

- Orientación en persona (se recomienda para los estudiantes nuevos)
  - Sesión de Asesoría y Orientación para nuevos estudiantes, incluye SEP a partir de julio del 2014
  - Día de Decisión Temprana en Citrus College (está disponible únicamente a través de los distritos de las "high schools")
- Orientación en línea (<http://orientation.citruscollege.edu>).

La sesión de Asesoría/Orientación está programada periódicamente a través de todo el año. Para mayor información, revise las fechas de colocación/orientación en línea (<http://www.citruscollege.edu/lc/testing/Pages/AssessmentPlacementTesting.aspx>). (<http://www.citruscollege.edu/lc/testing/Pages/AssessmentPlacementTesting.aspx>)

## Consejería/Asesoría Académica

El personal del colegio que brinda consejería ofrece una gran variedad de servicios, incluyendo pero sin estar limitados a, planificación de estudios, asesoría sobre carreras, consejería sobre transferencia a la universidad, consejería personal (problemas personales y temas que afectan el progreso académico del estudiante), Programas y Servicios para Estudiantes con Discapacidades (DSP&S), Programas de Oportunidades y Servicios (EOP&S), y programas de ayuda financiera. Los consejeros asisten a los estudiantes a planificar a largo plazo y revisan ciertos requisitos para que el estudiante pueda cumplir con los requisitos de graduación y de ciertas clases con prerrequisitos, puedan obtener su certificado en carreras o estudios técnicos, y puedan cumplir con los requisitos para transferirse a otros colegios o universidades.

Es importante que los estudiantes nuevos tengan habilidades para poder tener éxito en el colegio y poder hacer una transición fácil al colegio.

Se recomienda que los estudiantes nuevos tomen los siguientes cursos de consejería durante su primer semestre en Citrus College:

COUN 145	Career/Life Planning	3
COUN 156	College Planning Today for Tomorrow	1
COUN 159	On Course to Success	3
COUN 160	Strategies for College Success	3
COUN 161	Higher Education Transitional Skills for Student Veterans/Families	3
COUN 200	Orientation and Educational Planning for Student Success	1

Es importante que todos los estudiantes cuenten con un Plan Estudiantil Educativo (SEP) mientras que asisten a Citrus College. Los consejeros asisten a que los estudiantes desarrollen estos planes educativos para reflejar sus metas. Se recomienda a todos los estudiantes nuevos que no son exentos a completar un SEP corto para reforzar su éxito para poder completar sus estudios. También, a partir del otoño de 2014, los estudiantes nuevos que completen su prueba de colocación, su orientación y desarrollen su SEP para las fechas designadas contarán con inscripción temprana. Los SEP cortos para los estudiantes nuevos que no son exentos serán de la siguiente manera:

- **Estudiantes con 15 unidades o menos:** los estudiantes nuevos que no son exentos con 15 unidades de colegio o menos podrán completar un SEP corto durante una orientación en persona o durante una Sesión de Planificación de Cursos. Hay una lista con los horarios en

línea en el Centro de Aprendizaje (<http://citruscollege.edu/lc/testing/Pages>) o en Consejería (<http://citruscollege.edu/stdntsrvcounsel/Pages/default.aspx>).

- **Estudiantes con 16 unidades o más:** Los estudiantes nuevos que no son exentos tendrán que reunirse con un consejero durante una reunión individual para crear su SEP. Antes de la cita con el consejero, el estudiante debe completar la prueba de colocación, completar la orientación y declarar un curso de estudios, además de que el archivo oficial del estudiante debe ya estar archivado en el colegio.

Como vaya progresando el estudiante, el plan se puede ir cambiando frecuentemente para reflejar sus metas. Cuando estos cambios ocurran, el estudiante debe reunirse con su consejero para actualizar su plan SEP.

**Los veteranos que planean recibir beneficios de G.I. deben** hacer una cita con el Centro para Veteranos (<http://www.citruscollege.edu/stdntsrvc/veterans/Pages/VeteransCenter.aspx>) antes de ver a un consejero.

## Seguimiento de Consejería

Los servicios de seguimiento están diseñados para evaluar y monitorear el progreso académico del estudiante. Se ofrecen servicios especiales para los estudiantes que se encuentran en probatoria académica, en clases de habilidades básicas, y para los estudiantes que están indecisos sobre sus metas educativas. Los consejeros también refieren a programas y servicios apropiados, tanto en el campus como fuera del campus.

**Se requiere que los estudiantes en probatoria académica** completen un taller en línea (<http://www.citruscollege.edu/stdntsrvcounsel/Pages/NewStudentMandatoryOrientation.aspx>) sobre probatoria mucho antes de inscribirse en clases. No se permitirá la inscripción hasta que el estudiante haya tomado el taller.

## Ayuda Financiera

La Oficina de Ayuda Financiera, ubicada en el primer piso del edificio de Servicios Estudiantiles, es responsable de iniciar, monitorear, y de entregar los fondos federales y estatales. Estos programas se ofrecen a los estudiantes en formas de becas, subsidios, empleos y préstamos. Además de los programas generales de ayuda financiera, también está disponible la exención de la Cuota BOG. Información detallada sobre el proceso de ayuda financiera y las fechas límites se puede obtener en la oficina de ayuda financiera o en Internet (<http://www.citruscollege.edu/stdntsrvc/finaid>).

La regla básica para todos los programas de ayuda financiera en base a necesidad económica es que la responsabilidad principal para financiar la educación post-secundaria recae en la familia del estudiante. La ayuda financiera para estudiantes tiene la intención de cubrir los costos educativos que existen después de que los recursos y contribución esperada hecha por la familia del estudiante se han tomado en cuenta. Para ser considerado para recibir ayuda financiera, el estudiante debe de completar una Solicitud Gratuita para Ayuda Federal Estudiantil (FAFSA) cada año académico nuevo. El código FAFSA Título IV para escuelas federales designado para Citrus College es: 001166.

Para solicitar ayuda financiera federal se debe cumplir con todos los siguientes requisitos:

1. Ciudadanía: Los solicitantes de ayuda financiera deben ser ciudadanos estadounidenses, nacionalizados, o un ciudadano estadounidense elegible.

- a. Ciudadano estadounidense elegible incluye: Residente estadounidense permanente con tarjeta I-551; Residente permanente condicional con tarjeta I-551; Solicitantes con un Archivo de Entrada-Salida (I-94) con alguna de las siguientes designaciones: "Refugiado," "Asilo Otorgado," "Libertad Condicional 'Parole,'" o "Entrada como Cubano-Haitiano".
  - b. Un estudiante que se encuentra en los Estados Unidos con visa de estudiante F1 o F2, J1 o J2 visa de visitante o estudiante intercambio, o visa de la serie G, no es elegible para recibir Ayuda Financiera Federal.
2. Los estudiantes deben tener un número de Seguro Social válido. Los estudiantes que han recibido la Acción Diferida por Llegada en la Infancia (conocida como DACA) no son elegibles para la ayuda financiera federal. Los estudiantes con estatus de DACA son elegibles para solicitar subsidios estatales y la Exención de la Junta Directiva de los Colegios (BOGFW). Los estudiantes que cuentan con un número de Seguro Social pero no son ciudadanos o un no ciudadano elegible, incluyendo a los estudiantes con estatus de DACA, deben completar la solicitud 'California Dream Act Application' que se encuentra en la página web de la Comisión de Ayuda Estudiantil de California (<https://dream.csac.ca.gov>).
  3. Los varones que se encuentran entre los 18-25 años de edad deben registrarse con el Servicio Selectivo. Llame al 1-847-688-6888 o vaya al sitio (<http://www.sss.gov>) para las fechas límites para registrarse o para verificar el registro.
  4. Contar con un diploma de 'high school' (preparatoria), o un diploma de Educación General (GED), o haber pasado la Prueba del Programa Equivalente a la Preparatoria (HISSET), o el Examen de Asesoría de Constancia de Preparatoria (TASC) o tener un equivalente de preparatoria. Los estudiantes que asisten por primera vez al colegio, que no cuentan con un diploma de 'high school' o un GED, o que no han pasado el HISSET o el examen TASC, no son elegibles para recibir ayuda financiera federal o estatal.
  5. Los solicitantes de ayuda financiera deben de ser estudiantes de estudios superiores inscritos en un programa que conduzca a obtener un certificado, título de asociado, o programa de transferencia. Los estudiantes que cuentan con un título universitario o más alto, no son elegibles para recibir ayuda financiera federal de tipo 'Pell Grants' o estatal de tipo 'Cal Grants'.
  6. Los estudiantes no deben deber ningún reembolso a ninguna institución por subsidios que se recibieron; ni tampoco estar en incumplimiento de pago de un Préstamo Federal Estudiantil.
  7. Mantener un Promedio Satisfactorio de Calificaciones (SAP) como lo define la Oficina de Ayuda Financiera.
  8. Demostrar una necesidad económica, que es determinada por la Oficina de Ayuda Financiera y en base a los costos de asistencia al colegio (lo que se le conoce como COA) menos la Contribución Familiar Esperada (conocida como EFC), tal y como define la metodología federal.

Una vez que el estudiante haya completado de forma satisfactoria la FAFSA, debe estar en contacto con la Oficina de Ayuda Financiera para revisar el estatus de su solicitud. Los estudiantes también pueden revisar su solicitud a través de su cuenta en WingSpan. La cuenta estudiantil de email de Citrus College debe de ser activada. Esta es la primera fuente de comunicación entre la oficina de ayuda financiera y el estudiante.

La Oficina de Ayuda Financiera pudiera solicitar alguno o todos los siguientes documentos:

- La declaración de impuestos del IRS del estudiante o de sus padres con Formularios W-2
- Comprobante de ingreso libre de impuestos
- Tarjeta/s de Seguro Social
- Otra información relacionada con ingresos financieros
- Archivos académicos oficiales de todas las escuelas a las que asistió anteriormente

Cuando se determina la elegibilidad financiera, se toman en consideración diversos factores, tales como:

- Ingreso familiar libre de impuestos y sujeto a impuestos
- Inversión (es)
- Impuestos pagados
- Número de miembros en el hogar
- Número de miembros de la familia en el colegio

Los estudiantes que completan la FAFSA pudieran ser elegibles para uno o más de los siguientes programas:

## Programas Federales

Los siguientes programas federales son subsidios, los cuales no se tienen que pagar. Sin embargo, los préstamos tienen que ser pagados.

- **Federal Pell Grant** es un subsidio para estudiantes que se ha determinado son elegibles basado en la metodología federal. Este programa asiste a los estudiantes que no han obtenido su título universitario.
- **Federal Supplement Educational Opportunity Grant (FSEOG)** es un subsidio para estudiantes elegibles con un nivel muy alto de necesidad económica. Los estudiantes además tienen que ser elegibles a recibir un subsidio de tipo 'Pell Grant' para poder recibir el subsidio FSEOG.
- **Federal Work Study (FWS)** les da a los estudiantes la oportunidad de obtener fondos a través de trabajar en empleos en el colegio o fuera del colegio. Los estudiantes deben comunicarse con la oficina de ayuda financiera si están interesados en este programa.
- **Préstamos** se otorgan a estudiantes en base a su elegibilidad y son fondos que el estudiante debe pagar. Préstamos Directos (**Subsidiados o No Subsidiados**) se otorgan a estudiantes que los solicitan y que han de forma satisfactoria completado su solicitud de ayuda financiera (FAFSA).

**Programas Estatales AB540** - la ley Acta de Soñadores 'California Dream Act', está compuesta de las leyes estatales AB 130 y AB 131, las cuales extienden la elegibilidad para ciertos tipos de ayuda institucional y estatal para estudiantes, incluyendo los estudiantes indocumentados, que califican para estar exentos de pagar la matriculación como no residentes bajo la ley AB 540. Los estudiantes elegibles pueden recibir la exención para no pagar la matriculación conocida como "BOG", la beca Cal Grant, la beca Chaffee Grant y la beca EOP&S. Para mayor información sobre el acta 'California Dream Act', favor de visitar el sitio de la Comisión de Ayuda Estudiantil de California.

## La Exención para No Pagar Matrícula de la Junta de Regentes

La Exención para No Pagar Matrícula (BOGFW por sus siglas en inglés) es una exención que se otorga a los estudiantes residentes de California, incluyendo a estudiantes AB540, para no pagar la cuota de matriculación si es que demuestran tener necesidad económica.



## Pérdida de la Exención de la Junta de Regentes

La ley SB 1456 requiere que cualquier estudiante con dos semestres consecutivos que no cumple los estándares o progreso académico perderá su Exención de Cuotas BOG. El no cumplir con los estándares académicos significa tener una calificación menos de 2.0 GPA. El no cumplir con el progreso académico significa completar menos del 50% de las clases. Los estudiantes que son hijos de crianza (foster youth) menores de 24 años y los estudiantes que han recibido una de las clasificaciones especiales para recibir la Exención de Cuotas BOG no están sujetos a la pérdida de la exención de cuotas bajos estos reglamentos.

Si un estudiante se inscribe para un semestre antes de que haya registrado dos semestres de estar en probatoria, la pérdida pudiera ocurrir siguiente semestre. Si un estudiante se inscribe en un semestre después de que se haya determinado que tiene dos semestres en probatoria, la pérdida de la exención ocurrirá para ese semestre. Los estudiantes pueden recuperar su elegibilidad llenando uno de los siguientes criterios: cumplir con los estándares académicos y de progreso, no participar en clases por dos términos consecutivos (las clases de intercesión de verano e invierno no cuentan), apelar de forma satisfactoria la pérdida de la exención. Hay un proceso de apelaciones disponible para los estudiantes que tienen circunstancias graves.

Los estudiantes deben solicitar servicios de apoyo estudiantil y académico cuando lo necesiten. Para obtener una lista de los servicios de apoyo estudiantil favor de visitar la página de Servicios Estudiantiles en el sitio de Internet de Citrus College.

## Cal Grants

Cal Grants son becas de subsidios diseñadas para asistir a los estudiantes de familias con bajos y medios ingresos a pagar por sus gastos educativos. Estos subsidios están patrocinados por la Comisión de Ayuda Estudiantil de California (CSAC). La elegibilidad se basa en el promedio de calificación del estudiante (GPA), el ingreso del estudiante o de sus padres, y la carrera seleccionada. Para ser elegible a recibir esta beca, el estudiante debe completar la solicitud FAFSA y cumplir con las fechas límites de las becas Cal Grant, que es el 2 de marzo de cada año. Los estudiantes AB540 son elegibles para solicitar becas de subsidio 'Cal Grants'. La disponibilidad de fondos depende del presupuesto estatal.

## Subsidio 'Full-Time Student Success' (Exito de Estudiante de Tiempo Completo) (FTSSG)

Los estudiantes de tiempo completo que reciben subsidios Cal Grant B y C son elegibles para recibir hasta \$600 por año para asistirlos a terminar su programa de estudios.

## Chafee Grants

Los estudiantes elegibles que tienen una necesidad económica pueden calificar para recibir hasta \$5,000 al año. Estos fondos se pueden usar para una carrera o entrenamiento técnico, universidad o colegio comunitario. Para calificar, el estudiante debe de ser un actual joven de crianza o haber sido uno, y no haber cumplido aún los 22 años de edad para el 1 de julio del año en que se otorgan los fondos. La corte debe de haber establecido la dependencia del estudiante mientras que tenía entre 16 y 18 años de edad (las clasificaciones 'KinGap youth' joven adoptado, colocación con un guardián legal, o colocación voluntaria pudieran no ser elegible para recibir el subsidio 'Chafee Grant', al menos que la corte haya establecido la dependencia, en cualquier momento, entre las edades de 16 y 18 años de edad). El Departamento de Servicios Sociales está a cargo de verificar el estatus de elegibilidad de los jóvenes de crianza.

Los estudiantes que reciben una Beca Chafee no tienen que pagar este dinero. El estudiante también puede usar estos fondos para pagar por gastos de guardería, transportación y renta mientras que asiste a la escuela.

## Becas

A través de su Fundación, Citrus College también ofrece una gran variedad de becas que están disponibles para estudiantes nuevos, que continúan o que se transfieren a otras instituciones. Se exhorta a los estudiantes de Citrus College a solicitar becas de fuentes externas. Para más información sobre las oportunidades de becas, favor de visitar la Oficina de Ayuda Financiera o los sitios en Internet:

Ayuda Financiera de Citrus College (<http://www.citruscollege.edu/stdntsr/finaid>)  
CollegeNET (<http://www.collegenet.com>)  
College Scholarships (<http://www.college-scholarships.com>)  
Super College (<http://www.supercollege.com>)

## Otras Fuentes

Se invita y exhorta a los estudiantes a comunicarse con la Oficina de Ayuda Financiera o a visitar el sitio en Internet (<http://www.citruscollege.edu/stdntsr/finaid>) para información adicional.

Ubicación de la Oficina de Ayuda Financiera de Citrus College:

Edificio 'Student Services', Primer Piso  
(626) 914-8592  
[financialaid@citruscollege.edu](mailto:financialaid@citruscollege.edu)

Departamento de Educación de EE.UU.  
1-800-4FED-AID (1-800-433-3243)  
Lunes a Viernes 8:00 a.m. and 8:00 p.m. EST.  
Sitio en Internet del Departamento de Educación de EE.UU. (<http://www.ed.gov>)  
1-800-730-8913 (Línea para sordomudos)

## Programas Elegibles

Todos los estudiantes deben declarar una meta educativa elegible para poder establecer su elegibilidad a la ayuda financiera. Los estudiantes nuevos deben indicar su meta educativa en su solicitud de admisión. Los estudiantes que continúan sus estudios y que desean cambiar su meta educativa deben actualizar su meta educativa en la Oficina de Admisiones y Récords. La Oficina de Ayuda Financiera revisa las metas educativas para asegurarse que los estudiantes están inscritos en programas elegibles.

Las clases en las que se inscriben los estudiantes deben ser requeridas y aplicables a un título elegible, certificación, o para transferirse a la universidad. Todos los títulos son elegibles para la ayuda financiera y solamente algunos certificados son elegibles para la ayuda financiera:

Por favor revise el formulario de la Oficina de Admisiones y Récords para cambiar el Plan de Estudios para los programas educativos y de certificación que son elegibles.

## Programas de Conteo por Horas

A partir del 1 de julio del 2016, el Departamento de Educación de Estados Unidos ha eliminado el requisito de pagar cualquier programa en Citrus College en base a conteo por horas.

## Unidades Mínimas

El número de unidades requeridas para alcanzar estatus de estudiante de tiempo completo, lo que resulta en la cantidad máxima para que un estudiante pueda recibir fondos, es por lo menos 12 unidades. Sin embargo, los estudiantes también pueden recibir fondos por estar inscritos en tres cuartos del tiempo (9-11.5 unidades), medio tiempo (6-8 unidades), y menos de medio tiempo (0.5-5.5 unidades). Esta clasificación de inscripción se aplica para el otoño, primavera, y verano y la designación puede diferenciar a la de otros departamentos en el colegio.

La elegibilidad para ayuda financiera se basa en el número de unidades en las que está inscrito el estudiante. Un estudiante debe estar inscrito en seis unidades para recibir una Cal Grant, un préstamo, o para participar en el programa trabajo-estudio, en por lo menos 12 unidades para recibir el subsidio FTSSG, y él o ella debe de estar inscrito en por lo menos una mitad de una unidad para recibir una beca Pell. Esta clasificación de inscripción se aplica para el otoño, invierno, primavera, y verano y la designación puede diferenciar a la de otros departamentos en el colegio.

Por favor, tenga en cuenta que la ayuda financiera no se entrega en el semestre de invierno. Las unidades de invierno se combinan con las unidades del semestre de primavera para determinar el estatus de inscripción para fines de ayuda financiera. Las unidades combinadas de invierno y primavera se pagan durante el semestre de primavera.

## Cambios en la Información

Cualquier cambio en el nombre legal del estudiante, dirección, número de seguro social, o número telefónico debe reportarse inmediatamente a la Oficina de Admisiones y Récords y a la Oficina de Ayuda Financiera.

## Inscripciones, Cambio en el Estatus de Inscripción, Comienzo Tarde de Clases, Darse de Baja de Clases

La ayuda financiera que se da inicialmente se basa en el estatus de Inscripción del estudiante y se ofrece bajo la condición de que el estudiante continuará inscrito y asistirá a las clases en Citrus College. Para poder recibir la ayuda financiera como estudiante de tiempo completo, el estudiante debe de estar inscrito en un mínimo de 12 unidades a lo largo del semestre. Esto se aplica al otoño, primavera, y verano. Por favor, tenga en cuenta que la ayuda financiera no se entrega en el semestre de invierno. Las unidades de invierno se combinan con las unidades del semestre de primavera para determinar el estatus de inscripción para fines de ayuda financiera. Las unidades combinadas de invierno y primavera se pagan durante el semestre de primavera. Los estudiantes también pueden recibir fondos por estar inscritos en tres cuartos del tiempo y mantienen un número de entre 9-11.5 unidades. Estatus de medio tiempo es de 6-8.5 unidades. La ayuda de menos de la mitad del tiempo es para 0.5-5.5 unidades.

Las clases de Comienzo Tarde/Tiempo Corto no serán contadas como parte del estatus de inscripción del estudiante hasta que la clase haya empezado. Como resultado, la ayuda financiera del estudiante será reducida o retrasada hasta que la clase haya comenzado. Las unidades en las clases "consortium" aprobadas no se pagarán hasta después de que la clase se haya completado y los archivos oficiales del segundo colegio se hayan recibido.

Un cambio en el estatus de inscripción durante el semestre pudiera cambiar o cancelar la cantidad de fondos de ayuda financiera del

estudiante. Si el estudiante se da de baja de sus clases, su ayuda financiera será cancelada.

## Cantidades en Sobregiro

Sin importar cuál sea la razón, cualquier cantidad de fondos de ayuda financiera en exceso de la cantidad que el estudiante debe de recibir, debe de ser regresada por el estudiante.

## Suspensión de Ayuda Financiera

Cualquier estudiante que tenga un adeudo actual en el colegio, está sujeto a que se le detenga la ayuda financiera o que se atrase la entrega de estos fondos, hasta que se realice el pago del balance por completo.

## Progreso Académico Satisfactorio (SAP)

Se requiere a la Oficina de Ayuda Financiera monitorear el progreso académico y negar la ayuda a cualquier estudiante que no mantenga el siguiente estándar de SAP:

1. Mantener un mínimo de 2.0 en Promedio Cumulativo de Calificaciones (GPA).
2. Mantener progreso académico (completar de forma exitosa por lo menos el 75% de las unidades en las que está inscrito).
3. Total de unidades (Periodo Máximo de Tiempo) - Los estudiantes pueden intentar tomar hasta 90 unidades para completar su título, o si están inscritos en un programa de certificación, un máximo de 150% del tiempo del programa para poder completarlo.

Las unidades que fueron completadas en otros colegios o tomadas sin la asistencia de ayuda financiera serán calculadas dentro del número total de unidades tomadas.

Hasta 30 unidades de cursos de preparación en Citrus College pueden ser deducidos del total de unidades acumuladas. Las clases de ESL son contadas dentro del total de número de unidades tomadas. Los estudiantes que se inscriban en un número excesivo de clases de ESL o de cursos de preparación no relacionadas con sus carreras o certificación pudieran acabar con su elegibilidad para su ayuda financiera antes de completar su programa.

La ayuda financiera del estudiante puede ser finalizada por no cumplir con el SAP. Los estudiantes que tengan situaciones graves pueden solicitar una Apelación para la Ayuda Financiera para que su ayuda sea reinstituída. Un estudiante será colocado en probatoria de ayuda financiera si se aprueba la Apelación de Ayuda Financiera. Si el estudiante no cumple con el SAP mientras que está en probatoria, se le negará la ayuda financiera. Los estudiantes deben leer el reglamento sobre la ayuda financiera y el SAP y los criterios de Elegibilidad para la Apelación para poder determinar si son elegibles para apelar su caso.

## Bases para la Negación de Ayuda Financiera

Se puede negar la ayuda financiera por las siguientes razones:

- Incumplimiento en Préstamos Federales para Estudiantes
- Tener un adeudo o deber un pago en el Pell o FSEOG
- No cumplir con los estándares de SAP adoptados por Citrus College para los estudiantes que reciben ayuda financiera
- Haber completado ya un título AA o un AS, o haber tomado ya 90 unidades o más o haber acumulado un 150% de las unidades requeridas para un programa de certificación

- Falsificar la información que afecta la determinación de la elegibilidad de ayuda financiera
- Falta de verificación/documentación suficiente del ingreso y recursos

## Política de Reembolso de la Ayuda Financiera del Título IV (R2T4)

Los fondos del Título IV se otorgan al estudiante bajo la creencia de que el estudiante asistirá a la escuela durante todo el periodo para el cual se le dio la ayuda financiera. Cuando un estudiante se da de baja de sus clases, el estudiante pudiera ya no ser elegible para recibir el monto total de los fondos del Título IV los cuales el estudiante originalmente recibiría. Si los fondos que se otorgaron son mayores que la cantidad que el estudiante debió haber obtenido, lo que se le llama un sobrepago de Título IV, se debe de regresar la diferencia de dicha cantidad a través de un pago hecho en un lapso de 45 días a partir de la fecha de notificación. El balance de los fondos que el estudiante no pagó, se reporta al Departamento de Educación para que sean colectados.

Además de calcular el porcentaje de ayuda financiera que el estudiante fue elegible para recibir, el Departamento de Educación requiere que el colegio calcule cualquier pago institucional (cuotas) que el colegio debe regresarle al Departamento de Educación por sobrepagos. Cualquier costo que el colegio deba pagarle al Departamento de Educación será cobrado al estudiante como una Deuda Institucional. Esta deuda es adicional a cualquier sobrepago del Título IV que el estudiante deba. Hasta que se liquide el balance, se colocará una restricción en la cuenta del estudiante, lo que no permite que se inscriba en clases, o tener acceso a su archivo oficial de Citrus College. Favor de referirse a la página web de la oficina de ayuda financiera para más detalles.

Citrus College colecciona deudas a través del programa que se le conoce en inglés como 'Chancellor's Office Tax Offset Program' (COTOP). COTOP autoriza al Departamento de Recaudación de Impuestos de California (FTB) a cobrar la cantidad que se le debe al Colegio de los impuestos personales de la persona que tiene la deuda, premios de lotería o cualquier otro reembolso estatal. Si el estudiante debe dinero al Colegio y no se recibe pago, el Colegio entonces entregará la deuda para su colección a COTOP, incluyendo la Deuda Institucional. Además de la cantidad que el estudiante le debe al colegio, COTOP cobrará el 25% en cuotas de colección. Los estudiantes pueden comunicarse con la la Cajera del Colegio al 626-914-8896 para cualquier pregunta al respecto.

## Recalculando la Pell

La Oficina de Ayuda Financiera recalculará la elegibilidad para la beca 'Pell' cada semestre basándose en las fechas que se son publicadas para recalculación. Los estudiantes que fallen y no mantengan los números de unidades por los cuales se les otorgue ayuda para asistir al colegio y en las fechas indicadas, tendrán que pagar la diferencia en base a su elegibilidad de la beca 'Pell'. La cantidad de elegibilidad para ayuda financiera es en base al número de unidades que el estudiante está inscrito al momento de recibir la ayuda en base a esta fecha (vea fechas importantes y fechas límites en la página de internet de la oficina de ayuda financiera para saber cuáles son las fechas topes).

Los estudiantes que agregan clases después de esta fecha no recibirán ayuda financiera para las clases agregadas tarde. Los estudiantes que se den de baja de clases en esta fecha o antes de esta fecha y que reciban fondos en exceso de su estatus actual de inscripción serán requeridos a pagar la cantidad en exceso que recibió basada en su número de unidades en las que estén inscritos para dicha fecha. No habrá ajustes a las cantidades de ayuda financiera después de esta fecha. Estos pagos

serán adicionales a cualquier cantidad que se tenga que devolver debido a las Calculaciones del Título IV.

## EOP&S/CARE (Español)

El programa 'Extended Opportunity Programs & Services/Cooperative Agencies Resources for Education (EOP&S/CARE)' ayuda a los estudiantes de los colegios comunitarios y que están en desventaja económica y educativa a lograr su meta académica y de carrera. Los servicios de apoyo consisten de información y asistencia para llenar la solicitud de admisión, inscripción, ayuda financiera, asesoría, y selección de carrera o especialización.

EOP&S también ofrece:

- Servicios de apoyo tales como inscripción con prioridad, asistencia para comprar libros, exención para no pagar cuotas de pruebas, tutoría y talleres de desarrollo personal
- Consejeros y asesores académicos que ofrecen asesoría académica y consejería personal
- Asesoría con jóvenes diseñada para retener a los estudiantes utilizando mentores y personas ejemplares
- Enlace a preparatorias, organizaciones comunitarias y agencias
- Referencias a otros servicios disponibles en el campus y en la comunidad
- Programa Puente 'Summer Bridge Program' de seis semanas en donde estudiantes potenciales de escuelas preparatorias locales asisten a clases, aprenden estrategias para tener éxito en el colegio y participan en paseos a universidades locales.

El Programa CARE, establecido por la Legislatura de California (AB 3103), asiste a los estudiantes de EOP&S que son padres solteros y que se encuentran recibiendo asistencia pública y que tienen por lo menos un hijo menor de 14 años de edad.

A través de CARE, los estudiantes reciben servicios adicionales de apoyo educativo, tales como consejería, asesoría académica y actividades de enlace con otros jóvenes específicamente diseñadas para padres solteros de bajos ingresos.

Adicionalmente, CARE ofrece subsidios y dinero para gastos de guardería, transportación, compra de libros y materiales didácticos para asegurar la retención en el colegio, la persistencia, y las tasas de transferencia entre estos estudiantes, para que puedan obtener su meta educativa, que incluye un certificado vocacional, licencias o constancias, un título de asociado o la transferencia a un colegio o universidad de cuatro años de estudio.

## Educación Continua

Educación Continua en Citrus College ofrece oportunidades para el desarrollo personal y profesional a los miembros de la comunidad. Las clases están diseñadas para reforzar las habilidades profesionales o para ayudar a los estudiantes a aprender actividades nuevas que puedan disfrutar en su tiempo libre. Las clases de educación continua ofrecen oportunidades de aprendizaje para enriquecer la vida de las personas y mejorar la calidad de vida en nuestras comunidades.

## Clases de Educación de No-Crédito

La educación de clases de no crédito son un suplemento para el continuo crecimiento de las habilidades de los estudiantes en ciertos empleos, a través de clases que incluyen habilidades básicas, desarrollo de

carreras, salud y ejercicio, preparación vocacional y reentrenamiento para empleos. La inscripción en clases de educación continua es gratis y es continua durante todo el año. Ver las páginas 268-275 para la lista disponible de clases. Todas las clases de no crédito que se ofrecen están sujetas al presupuesto y al número de estudiantes inscritos.

Los estudiantes potenciales que pudieran asistir a Citrus College y que se encuentran indecisos sobre el colegio pueden empezar o continuar su experiencia del colegio con clases de no crédito. Hay servicios de consejería disponibles en el Departamento de Consejería y Asesoría. Para hacer una cita con un consejero para clases de no crédito, favor de llamar al (626) 852-6445.

El Programa de educación no-crédito ofrece clases de Inglés como Segundo Idioma (ESL) dentro de un formato tradicional de instrucción en salón de clases para estudiantes con dominio limitado del inglés.

Visite el departamento de Educación Continua en el centro 'Lifelong Learning Center' o llame al (626) 852-8022.

## Empezando el Proceso: Admisión para Clases de No Crédito e Inscripciones en Clases

### Paso 1: Como Solicitar Admisión para Clases de No Crédito

Los solicitantes nuevos deben crear una cuenta NUEVA en la página de solicitud de Admisión de Educación Continua (<http://www.citruscollege.edu/ce/apply>) si están solicitando ser admitidos en clases de no crédito en internet por primera vez. Los estudiantes que continuarán tomando clases de no crédito pueden ingresar en internet indicando que es un usuario que regresa "RETURNING".

- Los solicitantes deben contar con un correo electrónico para poder completar su solicitud de admisión.
- Complete y someta su solicitud en línea.
- Importante: Imprima la página de verificación para su archivo. Esta página de verificación incluye su Número de Identificación de Citrus College, el cual es necesario para inscribirse en las clases y para tener acceso a WingSpan.

### Paso 2: Inscripción para Clases de No Crédito

Una vez que la solicitud de admisión este completada y sometida, espere una hora, luego vaya a WingSpan para inscribirse en clases. El Número de Identificación de Citrus College y el número PIN que se usaron en el paso 1 son necesarios para poder tener acceso a WingSpan.

- Para más información y la lista completa de las clases ofrecidas, puede ver el catálogo de clases y horarios de Educación Comunitaria y de No Crédito. Los horarios están disponible en línea (<http://www.citruscollege.edu/ce/apply>).

## Educación Comunitaria

El programa Educación Comunitaria de Citrus College ofrece oportunidades de crecimiento personal y de desarrollo profesional a los miembros de la comunidad. Las clases tienen precios moderados, talleres, seminarios y actividades, y están disponibles para personas que desean desarrollar sus habilidades profesionales, empezar o ampliar un negocio, enriquecer sus experiencias culturales, sus vidas, o relaciones, o participar en actividades recreativas y de entretenimiento.

El Colegio también tiene una sociedad con el programa 'ED2GO/GES Career Training Program' y con 'Career Step' y con 'UGotClass' para preparar a los estudiantes para carreras gratificantes a través de clases en línea.

Entrenamiento especializado está disponible para negocios y organizaciones que tienen necesidades de desarrollo de su fuerza laboral.

Clases de Educación Comunitaria, actividades y eventos están disponibles en los días y horarios que responden a las necesidades de los adultos activos de hoy día. Las sesiones de clases varían de clases por unas horas a clases que se reúnen por varias fechas.

Clases de Educación Comunitaria son financiadas por cuotas que se colectan de los participantes de las clases. Los horarios de clases se publican tres veces al año y son enviados por correo postal a los residentes que viven en el área del Distrito de Colegio Comunitario Citrus College y se puede acceder en línea (<http://www.citruscollege.edu/ce>).

## Inscripción en Clases de Educación Comunitaria con Costos

Miembros de la comunidad que estén interesados en tomar clases con costos de educación comunitaria deben pre-registrarse antes de tomar la clase. El pre-registro para estas clases es obligatorio. La inscripción previa asegura el espacio en la clase para el estudiante, y determina si la clase se llevará a cabo o se tendrá que cancelar por falta de suficientes estudiantes, además de que permite el aviso a los estudiantes para indicarles si se canceló la clase. Todas las clases están sujetas a cambios a la discreción del Departamento de Educación Comunitaria. Hay cuatro maneras fáciles de inscribirse en clases con costos.

### 1. En Internet

Los estudiantes se pueden registrar en las clases y ver la selección actual de clases en línea (<http://citruscollege.augusoft.net>). Ahí pueden crear una cuenta, buscar clases, y registrarse. Información adicional sobre cómo registrarse por Internet se encuentra en la página web de Educación Comunitaria, Instrucciones para el Registro en Internet (<http://www.citruscollege.edu/ce/Pages/RegisterinAdvance.aspx>).

### 2. Por Correo Postal

Hay un formulario para registrarse en clases en el horario impreso de clases. Escriba legible y provee toda la información que se requiere en el formulario para asegurarse que la inscripción sea rápida. Las cuotas se pueden pagar con tarjeta de crédito, cheque o giro postal hecho a nombre de Citrus College. Los pagos se pueden enviar por correo postal a:

Continuing Education Office  
Citrus College  
1000 W. Foothill Blvd  
Glendora, CA 91741-1885

### 3. Por Teléfono

El registro por teléfono está disponible, se aceptan tarjetas VISA, MasterCard y Discover. Llame al (626) 852-8022, de lunes a jueves de 8 a.m. a 9 p.m. y los viernes de 8 a.m. a 12 p.m.

### 4. Por Fax

Los estudiantes se pueden registrar en clases en cualquier momento a través de enviar un fax y hacer el pago por medio de VISA, MasterCard o

Discover. Complete el formulario que se encuentra en el horario de clases impreso y envíelo por fax al (626) 852-8028.

## **5. En Persona**

Los estudiantes se pueden registrar en persona en la Oficina de Educación Continua. La oficina está ubicada en el 'Lifelong Learning Center', el horario es de lunes a jueves de 8 a.m. a 9 p.m. y los viernes de 8 a.m. a 12 p.m.

# ACADEMIC POLICIES AND REQUIREMENTS

## Attendance Policy

Students are expected to attend all of the classes in which they are enrolled. Meetings include regularly scheduled course sessions and 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

## Adding and Dropping Classes

Students are responsible for dropping their own unwanted classes. This can be done online via the students' WingSpan account. Deadlines for dropping classes with and without record are posted online for each semester, along with other vital information regarding important dates to remember.

## Instructor Drop

An instructor may drop a student who has missed three class meetings in a regular semester class that meets two or more times a week or who has missed two class meetings in a class that meets once a week. Instructors teaching classes that meet less than a full semester (summer, winter, short-term) may allow fewer absences.

If a student fails to attend the first class meeting of a term without prior permission from the instructor, the instructor may give that student's place to another student on the waitlist.

## Auditing Courses

Auditing classes is not permitted.

## Program Changes: Adding and Dropping Classes

Students wishing to make adjustments in their program (add or drop a class) may do so by the add/drop deadline dates (<http://www.citruscollege.edu/ar/Pages/ImportantDatesRoll-OutDates.aspx>) posted by the Admissions and Records Office (<http://www.citruscollege.edu/ar>).

## Credits, Grades and Academic Status

All 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

## Grades

Grade reports will be available online, a few days after the close of each semester and session, through WingSpan (<https://wingspan.citruscollege.edu>). Contact the Admissions and Records Office (<http://www.citruscollege.edu/ar>) for more information.

## Academic Record Symbols and Grades 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.

Symbol	Definition	Grade Point
A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Less than satisfactory	1
F	Failing	0
FW	Failing/Withdrawal	0
P	Passing	0
NP	No Pass	0

### Failing/Withdrawal: FW

FW indicates that a student ceased participating in a course after the drop date without achieving a final passing grade.

### Passing: P

P indicates the student's academic work is at least satisfactory. Units are awarded, but are not counted in the grade point average.

### No Pass: NP

A NP means less than satisfactory, or failing. The units and grade are not counted in the grade point average.

## Minimum Grade Requirements

A C or better is required in courses that are prerequisites to other 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 of achievement
- 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.

## Progress Indicators for Noncredit Courses

Students enrolled in noncredit courses receive one of the following progress indicators. Progress indicators do not receive grade points and are not used in calculating a student's GPA.

### Pass: P

Pass denotes satisfactory completion of a course.

### Satisfactory Progress: SP

SP is used for satisfactory progress toward completion of a course.

### No Pass: NP

NP indicates the student did not complete the course satisfactorily (there is unknown or no measurable progress).

## 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 at the time of its removal, is stated by the instructor in a written record. An I will not be used in calculating units or grade points.

A copy of the written record is given to the student and the original is filed in the Admissions and Records Office. 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.

### Withdrawal: W

W denotes withdrawal from a class or classes when a student withdraws after the no-notation deadline, but before the drop with a W deadline. No notation is made on the academic record of a student that withdraws before the no-notation deadline. Please consult 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 calculating academic standing and may result in a student being placed on progress probation or dismissal. Withdrawals count towards repetition limits for courses.

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

### Military Withdrawal: MW

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

### 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 registrar 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 of 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 before the withdrawal deadline.

## Probation, Dismissal and Reinstatement

### Probation

A student shall be placed on academic probation if he/she has attempted a minimum of 12 semester units of work and has a cumulative grade point average of less than a C (2.0). A student shall be placed on progress probation if he/she has enrolled in a total of at least 12 semester units and the percentage of all units in which the student has enrolled, for which entries of W, I, NC and NP were recorded reaches or exceeds fifty percent.

A student on academic probation shall be removed from probation when the student's cumulative grade point average is 2.0 or higher. A student on progress probation shall be removed from probation when the percentage of units in the categories of W, I, NC and NP drops below fifty percent. Military withdrawals (MW) are not included in the progress probation calculation.

Each student shall be notified of his/her academic status and the availability of college support services before the student is subject to dismissal. A probation notice shall be sent after the fall and spring semesters to the student via Citrus College e-mail informing him/her that he/she is on academic and/or progress probation.

The notification advising the student of probation will cover, at a minimum, the significance of being on probation, and a referral to counseling services to assist the student to improve his/her academic standing.

### Review of Probation Status

A student on probation will be required to participate in a counseling probation intervention and take corrective actions to improve his/her academic standing. A counselor may limit the number of units a student may enroll in and/or require enrollment in specific courses.

## Dismissal

### Standards of Dismissal

A student who is on academic probation for two consecutive semesters and whose semester grade point average for both semesters is less than 2.0 shall be subject to dismissal.

A student who is on progress probation shall be subject to dismissal if fifty percent or more of the cumulative units recorded in each of two consecutive semesters have an entry of W, I, NC and NP. Military withdrawals (MW) are not included in the progress probation calculation.

### Dismissal Notification

A notice will be sent to dismissed students via Citrus College e-mail informing the student that he/she has been dismissed for the semester. The notice will make reference to this procedure, and explain the dismissal process, the procedure for readmission and the procedure to appeal the dismissal.

### Petition for Readmission from Dismissal After One Semester

A student who has been dismissed must sit out at least one semester. A dismissed student may file a petition with the Counseling and Advisement Center (<http://www.citruscollege.edu/stdntsrvcounsel>) for readmission. The student will be required to make an appointment with a counselor to complete the petition process. A student may be limited to the number of units and/or required to enroll in specific classes. The petition will be reviewed by the dean of counseling and the dean of admissions.

A petition for readmission must be supported with evidence of readiness to do successful college work. The student is encouraged to meet with a counselor prior to registration each semester until he/she is removed from probationary status.

### Petition To Appeal Dismissal Because of Extenuating Circumstances

A student who has been dismissed from Citrus College may only appeal the decision if he/she encountered extenuating circumstances and can prove that these circumstances affected his/her scholastic performance. Petitions will be accepted in the Counseling and Advisement Center (<http://www.citruscollege.edu/stdntsrvcounsel>).

Approved students may be limited to a number of units and/or required to enroll in specific classes. The complete petition will be forwarded to a committee consisting of at least one counselor, the Dean of Counseling and the Dean of Admissions and Records.

In support of their petition, the student must provide the following:

- Proof of extenuating circumstances that kept the student from succeeding. Some examples of extenuating circumstances (and appropriate proof thereof) include:
  - Illness (letter from a physician)
  - Death in the family (death certificate of the family member)
  - Car accident (appropriate paper work)
  - Change of work hours (work documentation), etc.
- A personal statement describing the extenuating circumstance and how the student's school work was affected.

The decision of the committee will be communicated to the student within 10 working days of appeal. The student may appeal the decision to the committee in writing to the vice president of student services

within 10 working days of the date of notification of the decision by the committee. The decision of the vice president of student services is final.

If the student's dismissal appeal is granted, the student will continue on probation for an additional semester. At the end of the additional semester, the student's academic record will again be evaluated to determine whether the student may be removed from probation, should be dismissed, or should be continued on probation.

## Readmission

Readmission may be granted, denied or postponed as specified in Administrative Procedure 4255 (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>).

The superintendent/president shall develop procedures for the implementation of this policy that comply with the Title 5 requirements.

The above standards shall be applied as the minimum standards of satisfactory progress for students who are recipients of federal and state funds administered by the college.

### Readmission After Dismissal

A dismissed student who does not enroll at Citrus College for at least one semester will be reinstated.

After each semester, the student's academic record will again be evaluated to determine whether the student should be removed from probation and dismissal, should be on probation, or should once again be dismissed.

## Course Repetition

A student may enroll in a course and receive a satisfactory grade of A, B, C, or P only once, unless the course description in the college catalog states that the course may be repeated for credit. Noncredit courses are repeatable.

### Courses Repeated to Improve a Non-Passing Grade

A student may repeat a course only once when a D, F, NP, W or FW has been earned. A student must file a petition with the Counseling and Advisement Center 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. Extenuating circumstances are defined as verified cases of accident, illness or other circumstances beyond the control of the student. If the student earns a non-passing grade on the third attempt, the student may not enroll in that course again unless an exception outlined in AP 4225, AP 4227, AP 4228, or AP 4229 (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>) applies.

When a D, F, FW or NP is repeated, the units and grade points of the last grade will be used in computing the student's grade point average at Citrus College. The previous grade will be alleviated as long as no more than two prior grades are alleviated.

The permanent academic record shall be annotated in such a manner that all work remains legible.

A student who subsequently repeats a course at another accredited college may request to alleviate a final grade of D, F, FW or NP earned for the same class at Citrus College. The student must file a petition and verify the grade with an official college transcript. The permanent



academic record shall be annotated in such a manner that all work remains legible.

For additional information on course repetition see the Course Repeatability Rules and Course Families (p. 40) page or the following Administrative Procedures:

- AP 4225 Course Repetition (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>)
- AP 4227 Repeatable Course (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>)
- AP 4228 Course Repetition - Significant Lapse of Time (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>)
- AP 4229 Course Repetition - Variable Units (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>)

## Pass/No Pass Courses

Citrus College students may be evaluated on a Pass/No Pass grading basis in courses approved for Pass/No Pass grading by the Curriculum Committee. Pass/No Pass course options are designated in the Description of Courses section of this catalog by the symbol, Pass/No Pass or P/NP. A student must declare the Pass/No Pass option by the fourth Friday of a full semester or within 30% of a term by filing a Pass/No Pass Petition in the Admissions and Records Office.

### Standards for Pass/No Pass Courses

- A passing P grade is defined as C or better.
- Units are awarded and grade points are not assigned, and the grade is not used to compute grade point average.
- A No Pass NP grade is defined as less than satisfactory (D or F). Units are not earned and grades are not used to compute grade point average.

### Pass/No Pass Limitations

- 12 units maximum
- Limit of one Pass/No Pass option per semester or session
- Courses exclusively evaluated on a Pass/No Pass grading basis are excluded from the 12-unit limitation (see course descriptions for details).

## Course Repeatability Rules and Course Families

### Repeating Courses for Credit

In the past, many classes at Citrus College were defined as “Repeatable,” meaning that a student could take these classes for credit and receive a passing grade more than one time. These included Kinesiology activity classes, hands-on and performance classes in Visual and Performing Arts and Communications, Co-operative Education classes, and classes designed specifically for students in the DSPS program.

Changes to the regulations governing community colleges statewide mean that most of these courses are no longer considered generally repeatable. Courses that remain repeatable include:

1. Competitive Athletics and Conditioning courses (KIN courses numbered 200 and up and KINC courses)
2. Academic courses specifically designed for students to participate in a state-recognized competition

3. Courses that must be repeated to meet lower-division degree requirements at transfer institutions
4. Cooperative work experience courses as long as the student does not exceed 16 units in all types of cooperative work experience education.

The rules also allow individual students to apply to repeat courses in DSPS and adapted physical education. See AP 4225 Course Repetition (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>) for more detail.

## Course Families

In addition to the changes in repeatability rules, certain courses in Kinesiology and Visual and Performing Arts are grouped into “families” giving similar educational experiences. These families are listed below as well as in the individual disciplines in which they apply (ART, DANC, KIN, MUSC, MUSE, MUSP, and THEA).

Within any given course family, students are only permitted four “experiences” while enrolled at Citrus College. An experience in this case is defined as taking a course and receiving any letter grade, including a substandard grade (D, F, NP, or W). Once a student has received four experiences in a given family, they will not be permitted to enroll in any other class within that family, even to alleviate a sub-standard grade.

This limitation applies to courses taken prior to Fall 2013. So if a student has already received a grade in three courses within a given family, then they will only be permitted one more attempt at a course within that family. If a student has four or more experiences in a given family prior to Fall 2013, they will not be permitted to attempt any more classes in that family.

Although some families have more than four courses in them, a student will only be permitted to take four of the courses in the family.

**Note:** Students can not receive credit for the same course more than one time unless it is specifically designated a repeatable course (see Repeating Courses for Credit above).

The courses included in course families are:

### Art

#### Fundamentals

ART 110	Introduction to the Visual Arts	3
ART 111	Beginning Drawing	3
ART 130	Beginning Painting	3
ART 140	Beginning Ceramics	3
ART 143	Ceramic Handbuilding	3

#### Ceramics

ART 141	Intermediate Ceramics	3
ART 142	Experimental Ceramics	3
ART 240	Advanced Ceramics I	3
ART 241	Advanced Ceramics II	3

#### Commercial Ceramics

ART 146	Ceramics: Tile and Mosaic	3
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#### Design

ART 120	Two-Dimensional Design	3
ART 121	Three-Dimensional Design	3
ART 145	Ceramic Design and Decoration	3

ART 149	Studio Problems in Ceramics	1
<b>Sculpture</b>		
ART 180	Beginning Clay Sculpture	3
ART 181	Intermediate Clay Sculpture	3
ART 182	Advanced Clay Sculpture I	3
ART 183	Advanced Clay Sculpture II	3
ART 184	Sculpture and Metalwork	3
<b>Drawing</b>		
ART 112	Intermediate Drawing	3
ART 115	Figure Drawing I	3
ART 116	Figure Drawing II	3
<b>Painting</b>		
ART 131	Intermediate Painting	3
ART 131A	Intermediate Painting: Urban Art	3
ART 230	Advanced Painting	3
<b>Graphic Design</b>		
ART 150	Computer Art Basics	3
ART 158	Commercial Graphic Design	3
ART 159	Introduction to Typography	3
ART 189	Art Portfolio and Resume Production	3
<b>Digital Art</b>		
ART 153	Digital Media Productions I	3
ART 162	Computer Graphics I	3
ART 167	Web Design I	3
ART 168	Animation I	3
<b>Advanced Digital Art</b>		
ART 253	Digital Media Production II	3
ART 267	Web Design II	3
ART 268	Animation II	3
<b>Dance</b>		
<b>Tap</b>		
DANC 159	Beginning Tap	1
DANC 259	Intermediate Tap I	1
DANC 269	Intermediate Tap II	1
DANC 279	Advanced Tap I	1
<b>Jazz</b>		
DANC 160	Jazz Dance Techniques	1
DANC 260	Intermediate Jazz Dance I	1
DANC 270	Intermediate Jazz Dance II	1
DANC 281	Advanced Jazz Dance I	1
<b>Ballet</b>		
DANC 162	Beginning Ballet	1
DANC 262	Intermediate Ballet I	1
DANC 272	Intermediate Ballet II	1
DANC 292	Advanced Ballet I	1
<b>Modern</b>		
DANC 161	Beginning Modern Dance	1
DANC 261	Intermediate Modern Dance I	1
DANC 271	Intermediate Modern Dance II	1
<b>Alignment/Correctives</b>		
DANC 130	Alignment and Correctives	2

<b>Introduction/Hip Hop</b>		
DANC 103	Introduction to Dance	1
DANC 158	Beginning Hop-Hop Dance Techniques	1
DANC 258	Intermediate Hip-Hop Dance	1
<b>Musical Theatre Dance</b>		
DANC 263A	Dance for Musical Theatre - Beginning	4
DANC 263B	Dance for Musical Theatre- Intermediate	4
DANC 265A	Musical Staging: Rehearsal and Performance - Beginning	2
DANC 265B	Musical Staging: Rehearsal and Performance- Intermediate	2
<b>Popular Dance</b>		
DANC 264	Beginning Popular Dance Techniques	4
DANC 266	Pop Dance: Rehearsal and Performance - Beginning	2
DANC 284	Intermediate Popular Dance Techniques	4
DANC 296	Pop Dance: Rehearsal and Performance- Intermediate	2
<b>Choreography and Production</b>		
DANC 172	Composition in Group Forms	2
DANC 289	Dance Concert Production	3

## Kinesiology

<b>Aquatics</b>		
KIN 141	Lifeguard Training	1
KIN 142	Swimming - Beginning	1
KIN 143	Swimming - Intermediate/Advanced	1
<b>Individual Sports</b>		
KIN 101	Badminton	1
KIN 103	Golf	1
KIN 108	Tennis	1
<b>Team Sports</b>		
KIN 130	Basketball	1
KIN 133	Soccer	1
KIN 134	Softball	1
KIN 135	Volleyball	1
<b>Aerobic Fitness</b>		
KIN 146	Water Exercise	1
KIN 147	Swimming for Cardiovascular Improvement	1
KIN 151	Body Conditioning	1
KIN 153	Walking/Jogging	1
KIN 159	Cardiovascular Training	1
<b>Resistance Training</b>		
KIN 145	Strength Training, Balance and Agility	1
KIN 152	Weight Training	1
<b>Progressive Relaxation</b>		
KIN 116	Yoga	1
KIN 117	Yoga II	1
<b>Combatives</b>		
KIN 104	Self-Defense and Personal Safety	1

**Music****Developmental**

MUSE 020	Foundational Music Reading	2
MUSE 070	Foundational Rhythm Section Pedagogy	3
MUSE 090	Introduction to Instrumental Ensemble Performance	4

**Individual Instruction**

MUSP 290	Applied Music I Beginning	2
MUSP 291	Applied Music II Intermediate	2
MUSP 292	Applied Music III Intermediate/Advanced	2
MUSP 293	Applied Music IV Advanced	2

**Choral**

MUSC 106	Citrus College Show Choir I	4
MUSC 107	Show Choir II	4
MUSC 206	Show Choir III	4
MUSC 207	Show Choir IV	4
MUSP 100	Concert Choir I - Beginning	3
MUSP 101	Concert Choir II-Intermediate	3
MUSP 105	Women's Ensemble I Beginning	4
MUSP 106	Women's Ensemble II Intermediate	4
MUSP 110	Vocal Ensemble I Beginning	3
MUSP 111	Vocal Ensemble II Intermediate	3
MUSP 200	Concert Choir III - Intermediate/Advanced	3
MUSP 201	Concert Choir IV - Advanced	3

**Symphonic**

MUSP 145	Wind Symphony I	4
MUSP 146	Wind Symphony II	4
MUSP 245	Wind Symphony III	4
MUSP 246	Wind Symphony IV	4

**Jazz**

MUSC 122	Jazz Ensemble I	4
MUSC 123	Jazz Ensemble II	4
MUSC 222	Jazz Ensemble III	4
MUSC 223	Jazz Ensemble IV	4

**Commercial**

MUSC 100	Styles, Technique, and the Soul of Popular Singing	2
MUSC 104	Pop, Rock, and Jazz Performance Styles I	4
MUSC 105	Pop, Rock, and Jazz Performance Styles II	4
MUSC 204	Pop, Rock, and Jazz Performance Styles III	4
MUSC 205	Pop, Rock, and Jazz Performance Styles IV	4

**Chamber**

MUSC 142	Jazz Combos I	1
MUSC 143	Jazz Combos II	1
MUSC 146	Chamber Jazz	4
MUSC 242	Jazz Combos III	1
MUSC 243	Jazz Combos IV	1
MUSP 115	Chamber Chorale I Beginning	4
MUSP 120	Chamber Singers I Beginning	4
MUSP 121	Chamber Singers II Intermediate	4
MUSP 133	Brass Choir I	2
MUSP 134	Brass Choir II	3
MUSP 136	Percussion Ensemble I	1

MUSP 138	World Percussion Ensemble I	1
MUSP 140	Chamber Winds I	4
MUSP 141	Chamber Winds II	4
MUSP 220	Chamber Singers III Intermediate/Advanced	4
MUSP 240	Chamber Winds III	4
MUSP 241	Chamber Music IV	4

**Performance Techniques**

MUSE 130	Voice - Beginning	2
MUSE 131	Voice - Intermediate	2
MUSE 230	Voice- Intermediate/Advanced	2
MUSE 231	Voice - Advanced	2
MUSE 160	Standard Percussion Instrumentation/Techniques	1
MUSE 161	World Percussion Instrumentation/Techniques	1
MUSE 180	Summer Instrumental Music Academy	3

**Jazz Performance Techniques**

MUSC 140	Jazz Improvisation I	3
MUSC 141	Jazz Improvisation II	3
MUSC 240	Jazz Improvisation III	3
MUSC 241	Jazz Improvisation IV	3

**Commercial Music Techniques**

MUSC 151	Songwriting I	2
MUSC 152	Songwriting II	2
MUSC 253	Songwriting III	2
MUSC 254	Songwriting IV	2
MUSE 188	Music Production Software/Hardware I	2
MUSE 189	Music Production Software/Hardware II	2
MUSP 151	Individual Performance Techniques	2

**Studio**

MUSC 120	Studio Laboratory Band I	4
MUSC 121	Studio Laboratory Band II	4
MUSC 130	Studio Orchestra I	4
MUSC 131	Studio Orchestra II	4
MUSC 220	Studio Laboratory Band III	4
MUSC 221	Studio Laboratory Band IV	4
MUSC 230	Studio Orchestra III	4
MUSC 231	Studio Orchestra IV	4

**Musical Theatre**

MUSE 170	Musical Theatre Academy Techniques	2
MUSE 171	Musical Theatre Techniques	3
MUSP 170	Musical Theatre Academy Production	4
MUSP 171	Musical Theatre Workshop Production	4
MUSP 173	Musical Theatre Production I Beginning	4
MUSP 178	Opera Workshop	2
MUSP 181	Musical Theater Orchestra I	4
MUSP 182	Musical Theatre Orchestra II	4
MUSP 281	Musical Theatre Orchestra III	4
MUSP 282	Musical Theatre Orchestra IV	4

**Career Development**

MUSC 118	Music Performance for Events	1
MUSC 170	Classical Performance Techniques Tour (Vocal)	4
MUSC 171	Commercial Performance Techniques Tour (Vocal)	4
MUSC 175	Jazz Ensemble Tour I	7

MUSC 177	Professional Performance Techniques	3
MUSC 179	Concert Promotion Touring	4
MUSC 251	Professional and Transfer Audition Preparation	2
MUSC 271	Professional Performance Techniques (Vocal)	4

## Theatre

### Technique

THEA 201	Stage Acting I - Beginning	3
THEA 202	Stage Acting II - Intermediate	3
THEA 205	Stage Acting III - Intermediate/Advanced	3
THEA 206	Stage Acting IV - Advanced	3

### Acting Styles

THEA 284	Acting Shakespeare	3
THEA 292A	Special Techniques in Acting - Beginning	3
THEA 292B	Special Techniques in Acting - Intermediate	3

### Film and Television

THEA 211A	Camera Acting I - Beginning	3
THEA 211B	Camera Acting II - Intermediate	3
THEA 211C	Camera Acting III - Intermediate/Advanced	3
THEA 211D	Camera Acting IV - Advanced	3

### Directing

THEA 241A	Fundamentals of Stage Direction - Beginning	3
THEA 241B	Fundamentals of Stage Direction - Intermediate	3

### Writing for Stage and Screen

THEA 204A	Stage and Screenwriting - Beginning	3
THEA 204B	Stage and Screenwriting - Intermediate	3
THEA 204C	Stage and Screenwriting - Intermediate/Advanced	3
THEA 204D	Stage and Screenwriting - Advanced	3

### Theatre Production

THEA 210	Rehearsal and Performance in Production <sup>1</sup>	3
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### Experimental Theatre

THEA 220	Rehearsal and Performance II	3
THEA 221	Theatre Practicum/Special Projects I - Physical Life	3
THEA 222	Theatre Practicum/Special Projects II - Storytelling	3
THEA 294	Shakespeare in Production	3

### Touring and Repertory

THEA 250	Theatre Appreciation	3
THEA 290	Citrus Theatre Academy	3
THEA 291	Citrus Theatre Academy II	3
THEA 293A	Theatre for Young Audiences- Beginning	3
THEA 293B	Theatre for Young Audiences - Intermediate	3
THEA 296	Summer Concert Touring Production	3
THEA 297	Summer Concert Touring Production Practicum	4

<sup>1</sup> This course may be repeated for credit.

## Credit by Examination

Individual departments and/or specialty areas may elect to grant course credit to enable students, who can demonstrate proficiency in bodies of subject matter, to plan a relevant educational program that will exclude courses in which essential levels of mastery of subject matter material have been previously attained. Credits acquired by examination are not applicable to meet unit load requirements for Selective Service deferment, Veteran's or Social Security benefits.

The examination shall include written, oral, skill tests, portfolio review or a combination of the aforementioned as determined appropriate by the department faculty.

Credits acquired by examination shall not be counted in determining the 12 semester hours of credit in residence required for an associate degree.

Credit by Examination shall be recorded on the permanent transcript record and shall be designated as credit earned by examination.

Students may earn a maximum of 12 units through district administered "Credit by Exam."

## Locally Administered Examination

Citrus College may grant students course credit through district-administered examinations under the following conditions:

- The student is currently enrolled at Citrus College.
- The student's overall GPA in all college units attempted at Citrus College is 2.0 or higher.
- The student may not be currently enrolled (beyond the census date) in the same course.
- The student may not be currently enrolled in a more advanced course.
- The student has not already received credit for a more advanced course which follows the course in sequence. The student has not previously attempted credit by exam for this course.
- The course is listed in the college catalog.
- The course has been approved by the Curriculum Committee for "Credit by Examination" or is a high school articulated course.

## College Level Examination Program (CLEP)

The District will grant up to six (6) units area, subject, or elective credit for a score of 50 or above in a general examination of the College Level Examination Program (CLEP) of the College Entrance Examination Board.

A student may be granted no more than 30 units through any combination of credit by examination (AP, CLEP, IB or local examinations) and evaluation of military service or other non-classroom experiences.

## Articulated Career Technical Education Course Credit

A high school student may be issued Career Technical Education (CTE) course credit under the following conditions:

- An Institutional Articulation Agreement is in place between the college and the unified school district (USD)/ regional occupational program (ROP)

- A course-to-course articulation agreement has been approved by faculty and the course assessment has been administered as authorized
- Instructional personnel responsible for the course have completed, and submitted, documentation and grade within 90 days of the administration of the exam
- The student earned a grade of B or better on the authorized exam
- The student is registered at the college beyond the census date in at least one course and within nine months of exam administration

A student may be granted no more than 30 units through any combination of credit by examination (AP, CLEP, IB or local examinations) and evaluation of military service or other non- classroom experiences.

Institutional and course-to-course articulation agreements, secondary course rosters/assessment results and CTE course credit documents are administered by the division dean responsible for Articulated Career Technical Education course credit/Tech Prep. Documentation that verifies the earning of credit by exam will be provided to Admissions and Records in a timely manner.

Ultimately, the transcript of the student registered at the college will reflect the awarding of credit during the semester it was earned.

## Courses Taken at Other Colleges

Academic credits earned at other regionally accredited institutions may be evaluated at the time of a student's initial enrollment at Citrus College. It is therefore important that the student request official transcripts from all colleges previously attended. These transcripts should be sent to the Admissions and Records Office.

A student who has taken coursework at institutions of higher learning outside of the United States and who wishes to have that coursework considered toward his/her educational goal at Citrus College must have the academic credentials evaluated by a bonafide independent evaluating agency. A list of recommended agencies is available in the Admissions and Records Office.

## Externally Administered Examination

### Advanced Placement (AP), International Baccalaureate (IB) and College Level Examination Program (CLEP)

Students may earn credit for externally administered examinations under the following guidelines:

The student must be currently enrolled to receive externally administered credit by exam.

- **Advanced Placement**  
The District will grant three to six (3-6) units of area or elective credit for an examination score of three, four or five (3, 4 or 5) in subjects of the Advanced Placement (AP) program of the College Entrance Examination Board.
- **International Baccalaureate**  
The District will grant three to four (3-4) units of area of elective credit for an examination score of five, six or seven (5, 6 or 7), in the subjects of the International Baccalaureate (IB) Higher Level exams. Subject credit rather than elective credit may be granted upon recommendation of the department.
- **Credit Through the College Level Examination Program**  
The District will grant up to six (6) units area, subject, or elective credit for a score of 50 or above in a General Examination of the College Level Examination Program (CLEP) of the College Entrance Examination Board.

## Advanced Placement (AP) Tests

The student must be currently enrolled to receive Credit for Advanced Placement Tests. The District will grant three to six (3-6) units of area or elective credit for an examination score of three, four or five (3, 4 or 5) in subjects of the Advanced Placement (AP) program of the College Entrance Examination Board.

Students must turn in official College Board AP exam results to the Admissions Office and will fill out a petition form to receive credit.

**Course credit and units granted at Citrus College may differ from course credit and units granted by a transfer institution.**

Exam	Citrus Course Deemed Similar by Faculty AA/AS Internal Use Only	AA/AS GE Area or Elective Units	CSU GE	CSU - Units Earned Toward Transfer	IGETC	UC - Units Earned Toward Transfer
Art History	ART 101	C1. Arts; 3 semester units	Area C1 or C2; 3 semester units	6 semester units	Area 3A or 3B; 3 semester units	8 quarter / 5.3 semester units
Art Studio - 2D Design	No course equivalency; Elective; 3 semester units	Elective credit; 3 semester units	N/A	3 semester units	N/A	8 quarter / 5.3 semester units
Art Studio - 3D Design	No course equivalency; Elective; 3 semester units	Elective credit; 3 semester units	N/A	3 semester units	N/A	8 quarter / 5.3 semester units
Art Studio - Drawing	No course equivalency; Elective; 3 semester units	Elective credit; 3 semester units	N/A	3 semester units	N/A	8 quarter / 5.3 semester units
AP ART STUDIO LIMITATIONS						8 quarter / 5.3 semester unit maximum
Biology	BIOL 105	B1. Biology; 4 semester units	Area B2 and B3; 4 semester units	6 semester units	Area 5B (with lab); 4 semester units	8 quarter / 5.3 semester units
Calculus AB <sup>1</sup>	MATH 190	A3. Mathematics; 3 semester units	Area B4; 3 semester units	3 semester units <sup>4</sup>	Area 2A; 3 semester units	4 quarter / 2.7 semester units <sup>5</sup>
Calculus BC <sup>1</sup>	MATH 191	A3. Mathematics; 3 semester units	Area B4; 3 semester units	6 semester units <sup>4</sup>	Area 2A; 3 semester units	8 quarter / 5.3 semester units <sup>5</sup>
Calculus BC/AB Subscore <sup>1</sup>		3 semester units	Area B4; 3 semester units	3 semester units	Area 2A; 3 semester units	4 quarters / 2.7 semester units
AP CALCULUS UNIT LIMITATIONS						8 units maximum for both CALC AB and BC
Chemistry	CHEM 110	B2. Physical Science; 4 semester units	Areas B1 and B3; 4 semester units	4 semester units	Area 5A (with lab); 4 semester units	8 quarter / 5.3 semester units
Chinese Language & Culture	No course equivalency	C2. Humanities; 6 semester units	Area C2; 3 semester units	6 semester units	Area 3B and 6A; 3 semester units	8 quarter / 5.3 semester units
Computer Science A2	CS 111; 4 semester units <sup>4</sup>	Elective credit; 3 semester units	N/A	3 semester units <sup>5</sup>	N/A	2 quarter / 1.3 semester units <sup>6</sup>
Computer Science Principles	No course equivalency; Elective	Elective credit; 3 semester units	N/A	6 semester units <sup>5</sup>	N/A	8 quarter / 5.3 semester units <sup>6</sup>
AP CALC and CS EXAM LIMITATIONS	3 semester units; Maximum 6 semester units for both <sup>4</sup>			Maximum one exam toward transfer <sup>5</sup>		Maximum 4 quarter / 2.7 semester units for both <sup>6</sup>

Economics - Macroeconomics	ECON 101	D1. History/Political Science; 3 semester units	Area D; 3 semester units	3 semester units	Area 4; 3 semester units	4 quarter / 2.7 semester units
Economics - Microeconomics	ECON 102	D1. History/Political Science; 3 semester units	Area D; 3 semester units	3 semester units	Area 4; 3 semester units	4 quarter / 2.7 semester units
English - Language & Composition	ENGL 101	A1. English Composition; 3 semester units	Area A2; 3 semester units	6 semester units	Area 1A; 3 semester units	8 quarter / 5.3 semester units <sup>4</sup>
English - Literature & Composition	ENGL 101 or ENGL 102	A2. English Comp. or C2. Humanities; 3 semester units	Area A2 and C2; 6 semester units	6 semester units	Area 1A or 3B; 3 semester units	8 quarter units / 5.3 semester units <sup>4</sup>
AP ENGLISH EXAM LIMITATIONS						8 quarter / 5.3 semester units maximum for both <sup>4</sup>
Environmental Science <sup>2</sup>	BIOL 145	B2. Physical Science; 3 semester units	Area B1 and B3	4 semester units	Area 5A (with lab); 3 semester units	4 quarter / 2.7 semester units
French Language & Culture	FREN 101 & FREN 102	C2. Humanities; 6 semester units	Area C2; 3 semester units	6 semester units	Area 3B and 6A; 3 semester units	8 quarter / 5.3 semester units
German Language & Culture	GER 101 & GER 102	C2. Humanities 6 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter / 5.3 semester units
Government & Politics - Comparative	3 semester units	D1. History/Political Science 3 semester units	Area D 3 semester units	3 semester units	Area 4 3 semester units	4 quarter / 2.7 semester units
Government & Politics - U.S.	POLI 103	D1. History/Political Science	Area D and US-2 3 semester units <sup>4</sup>	3 semester units	Area 4 3 semester units	4 quarter / 2.7 semester units
			Does not fulfill AHI California Government requirement <sup>4</sup>	Student can satisfy the AHI requirement after transfer		
History - European	No course equivalency	D1. History/Political Science 3 semester units	Area C2 or D 3 semester units	6 semester units	Area 3B or 4 3 semester units	8 quarter / 5.3 semester units
History - U.S.	HIST 108	D1. History/Political Science 3 semester units	Area C2 or D + US-1 3 semester units	6 semester units	Area 3B or 4 3 semester units	8 quarter / 5.3 semester units
History - World	No course equivalency	D1. History/Political Science 3 semester units	Area C2 or D 3 semester units	6 semester units	Area 3B or 4 3 semester units	8 quarter / 5.3 semester units
Human Geography	GEOG 102	D1. History/Political Science 3 semester units	Area D 3 semester units	3 semester units	Area 4 3 semester units	4 quarter / 2.7 semester units
Italian Language & Culture	No course equivalency	C2. Humanities 6 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter / 5.3 semester units
Japanese Language & Culture	JPN 101 & JPN 102	C2. Humanities 6 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter / 5.3 semester units
Latin	No course equivalency	C2. Humanities 6 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter / 5.3 semester units
Physics B <sup>3</sup>	PHYS 110	B2. Physical Science 4 semester units	Area B1 and B3 4 semester units <sup>4</sup>	6 semester units <sup>4</sup>	Area 5A and 5C 4 semester units	8 quarter / 5.3 semester units <sup>5</sup>
Physics C - Mechanics	No course equivalency	B2. Physical Science 3 semester units	Area B1 and B3 4 semester units <sup>4</sup>	4 semester units <sup>4</sup>	Area 5A and 5C 3 semester units	4 quarter / 2.7 semester units <sup>5</sup>
Physics C - Magnetism	No course equivalency	B2. Physical Science 3 semester units	Area B1 and B3 4 semester units <sup>4</sup>	4 semester units <sup>4</sup>	Area 5A and 5C 3 semester units	4 quarter / 2.7 semester units <sup>5</sup>

AP PHYSICS EXAM  
LIMITATIONS

AP PHYSICS EXAM LIMITATIONS				Maximum 4 semester units toward GE and 6 semester units toward transfer <sup>4</sup>		Maximum 8 quarter / 5.3 semester units for both <sup>5</sup>
Psychology	PSY 101	D2. Behavioral Science 3 semester units	Area D 3 semester units	3 semester units	Area 4 3 semester units	4 quarter / 2.7 semester units
Spanish Language & Culture	SPAN 101 & SPAN 102	C2. Humanities 6 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter / 5.3 semester units
Spanish Literature & Culture	No course equivalency	C2. Humanities 6 semester units	Area C2 3 semester units	6 semester units	Area 3B and 6A 3 semester units	8 quarter / 5.3 semester units
Statistics	MATH 165	A3. Mathematics 3 semester units	Area B4 3 semester units	3 semester units	Area 2 3 semester units	4 quarter / 2.7 semester units

<sup>1</sup> If a student passes more than one AP exam in calculus or computer science, only one examination may be applied to the baccalaureate.

<sup>2</sup> Students who pass AP Environmental Science earn 4 units of credit. Tests prior to Fall 2009 may apply to either B1+B3 or B2+B3 of GE Breadth. Fall of 2009 or later, those credits may only apply to B1+B3.

<sup>3</sup> Physics B replaces Physics 1 & 2 2015.

<sup>4</sup> If a student passes more than one AP exam in physics, only six units of credit may be applied to the baccalaureate, and only four units of credit may be applied to a certification in GE Breadth.

<sup>5</sup> Actual AP transfer credit awarded for these and other AP exams for admission is determined by the CSU and UC. The UC Policy for AP credit can be found online (<http://admission.universityofcalifornia.edu/counselors/files/ap-satisfy-admission-and-igetc-req.pdf>).

<sup>6</sup> The CSU also has a system-wide policy for these and other AP exams for awarding transfer credit for admission. The CSU policy for AP can be found online (<http://www.calstate.edu/transfer/requirements/csustudents.shtml>).

## AP Placement Exam Notes:

**CSU GE:** The Advanced Placement examinations may be incorporated into the certification of CSU General Education-Breadth requirements by any certifying institution. All CSU campuses will accept the minimum units shown and apply them toward fulfillment of the designated General Education-Breadth area if the examination is included as part of a full or subject-area certification. Please note that individual CSU campuses may choose to grant more units than those specified toward completion of General Education-Breadth requirements.

**IGETC:** AP exams must be used in area indicated regardless of where the certifying CCC's discipline is located.

These units count toward eligibility for admission. The units may not all apply toward certification of the corresponding GE-Breadth area. See Executive Orders 1033 and 1036 and 1100 for details. Areas of GE Breadth (A1 through E) are defined in EO 1033EO 1100. Areas of American Institutions (US-1 through US-3) are set forth in Sections IA and IB of EO 405EO 1061, and at [assist.org](http://assist.org). Students seeking certification in GE Breadth prior to transfer must have passed the test before this date.



## CLEP Examinations

The student must be currently enrolled to receive credit through the College Level Examination Program (CLEP). The District will grant up to six (6) units of area, subject, or elective credit for a score of 50 or above in a General Examination of the College Level Examination Program (CLEP) of the College Entrance Examination Board.

Students must turn in the official CLEP exam results to the Admissions Office and fill out a petition form to receive credit.

CLEP Exam	Citrus Passing Score	Citrus Comparable Course or Area	Units	CSU Passing Score	Minimum Semester Credits Earned	Semester Credits Towards GE Breadth	American Institutions and/or GE Breadth Area
American Government	50	POLI 103	3	50	3	3	D
American Literature	50	Humanities area	3	50	3	3	C2
Analyzing and Interpreting Literature	50	Humanities area	3	50	3	3	C2
Biology	50	Biology area	3	50	3	3	B2
Calculus	50	MATH 190	4	50	3	3	B4
Chemistry	50	Physical Science	5	50	3	3	B1
College Algebra	50	MATH 170	4	50	3	3	B4
College Algebra-Trigonometry	50	MATH 170	4	50	3	3	B4
College Mathematics	50	n/a	0	50	0	0	n/a
College Composition	50	n/a	0	50	0	0	n/a
College Composition-Modular	50	n/a	0	50	0	0	n/a
English Composition (no essay)	50	n/a	0	50	0	0	n/a
English Composition with Essay <sup>1</sup>	50	Area A1. Composition	0	50	0	0	n/a
English Literature	50	Humanities area	3	50	3	3	n/a
Financial Accounting	50	Business area	3	50	3	0	n/a
French Level I	50	Humanities area	3	50	6	0	n/a
French Level II	50	Humanities area	3	59	9	3	C2
Freshman College Composition	50	n/a	0	50	0	0	n/a
German Level I	50	GER 101	5	50	6	0	n/a
German Level II	50	GER 102	5	60	9	3	C2
History, United States I	50	HIST 107	3	50	3	3	D+US-1
History, United States II	50	HIST 108	3	50	3	3	D+US-1
Human Growth and Development	50	Behavioral Science area	3	50	3	3	E
Humanities	50	HUM 101	3	50	3	3	C2

Information Systems and Computer Applications	50	ITIS 130	3	50	3	0	n/a
Intro to Educational Psychology	50	Behavioral Science area	4	50	3	0	n/a
Intro Business Law	50	Business area	3	50	3	0	n/a
Introductory Psychology	50	Behavioral Science area	3	50	3	3	D
Introductory Sociology	50	Behavioral Science area	3	50	3	3	D
Natural Sciences	50	Science area	3	50	3	3	B1 or B2
Pre-Calculus	50	Area A3. Mathematics	3	50	3	3	B4
Principles of Accounting	50	Business area	n/a	50	3	0	n/a
Principles of Macroeconomics	50	History/Political Science area	3	50	3	3	D
Principles of Management	50	Business area	3	50	3	0	n/a
Principles of Marketing	50	Business area	3	50	3	0	n/a
Principles of Microeconomics	50	History/Political Science area	3	50	3	3	D
Social Sciences and History	50	n/a	n/a	50	0	0	n/a
Spanish Level I	50	SPAN 101	5	50	6	0	n/a
Spanish Level II	50	SPAN 102	5	63	9	3	C2
Trigonometry	50	MATH 151	4	50	3	3	B4
Western Civilization I	50	History area	3	50	3	3	C2 or D
Western Civilization II	50	History area	3	50	3	3	D

<sup>1</sup> **ENGL Composition with essay** may fulfill the ENGL COMP requirement here at Citrus but it **CANNOT** be used to fulfill the ENGL Composition.

- **CLEP exams CANNOT be used to meet requirements for the IGETC.**
- **UC DOES NOT accept CLEP exams.**
- If a student passes more than one CLEP test in the same language other than English (e.g., two exams in French), then only one examination may be applied to the baccalaureate. For each test in a language other than English, a passing score of 50 is considered "Level I" and earns nine quarter units of baccalaureate credit; the higher score listed for each test is considered "Level II" and earns additional units of credit and placement in Area C2 of GE Breadth, as noted.

# International Baccalaureate Exams

## Citrus College Credit for International Baccalaureate Exams

The student must be currently enrolled to receive credit for International Baccalaureate Tests.

The District will grant three to four (3-4) units of area or elective credit for an examination score of five, six or seven (5, 6 or 7), in the subjects of the International Baccalaureate (IB) Higher Level (HL) exams. Subject credit rather than elective credit may be granted upon recommendation of the department.

Students must turn in the official International Baccalaureate exam results to the Admissions Office and fill out a petition form to receive credit.

Exam	A.A. Degree	CSU GE	CSU - Units Earned Toward Transfer	IGETC	UC - Units Earned Toward Transfer
IB Biology HL	IB Biology; Area B. Natural Sciences; 3 semester units	Area B2; 3 semester units	6 semester units	Area 5B (without lab); 3 semester units	5.3 semester units
IB Chemistry HL	IB Chemistry; Area B. Natural Sciences; 3 semester units	Area B1; 3 semester units	6 semester units	Area 5A (without lab); 3 semester units	5.3 semester units
IB Economics HL	IB Economics; Area D. History/Political Science; 3 semester units	Area D; 3 semester units	6 semester units	Area 4; 3 semester units	5.3 semester units
IB Geography HL	IB Geography; Area D. History/Political Science; 3 semester units	Area D; 3 semester units	6 semester units	Area 4; 3 semester units	5.3 semester units
IB History (any region) HL	IB History; Area D. History/Political Science; 3 semester units	Area C2 or D; 3 semester units	6 semester units	Area 3B or 4; 3 semester units	5.3 semester units
IB Language A: Literature (any language, except English) HL	IB Language; Area C. Humanities; 3 semester units	Area C2; 3 semester units	6 semester units	Area 3B + 6A; 3 semester units	5.3 semester units
IB Language A: Literature & Language (any language, except English) HL	IB Language; Area C. Humanities; 3 semester units	Area C2; 3 semester units	6 semester units	Area 3B + 6A; 3 semester units	5.3 semester units
IB Language Literature (any language) HL <sup>1</sup>	IB Language; Area C. Humanities; 3 semester units	Area C2 <sup>1</sup> ; 3 semester units	6 semester units <sup>1</sup>	Area 3B; 3 semester units	5.3 semester units
IB Language and Literature (any language) HL <sup>1</sup>	IB Language; Area C. Humanities; 3 semester units	Area C2; 3 semester units	6 semester units <sup>1</sup>	Area 3B; 3 semester units	5.3 semester units
IB Language B (any Language) HL <sup>1</sup>	IB Language B (Language other than English); Area C. Humanities; 3 semester units	Elective 3 units	6 semester units <sup>1</sup>	Area 6A; 3 semester units	5.3 semester units
IB Mathematics HL	IB Mathematics; Area A2 Mathematics; 3 semester units	Area B4 <sup>1</sup> ; 3 semester units	6 semester units <sup>1</sup>	Area 2A; 3 semester units	5.3 semester units

IB Physics HL	IB Physics; Area B. Natural Sciences; 3 semester units	Area B1; 3 semester units	6 semester units	Area 5A (without lab); 3 semester units	5.3 semester units
IB Psychology HL	IB Psychology; Area D. Social/ Behavioral Sciences; 3 semester units	Area D; 3 semester units	3 semester units	Area 4; 3 semester units	5.3 semester units
IB Theatre HL	IB Theatre; Area C. Arts; 3 semester units	Area C1 <sup>1</sup> ; 3 semester units	6 semester units <sup>1</sup>	Area 3A; 3 semester units	5.3 semester units

<sup>1</sup> A minimum score of 4 is needed for CSU credit.

## IB Exam Notes:

**CSU GE:** The IB examinations may be incorporated into the certification of CSU General Education-Breadth requirements by any certifying institution. All CSU campuses will accept the minimum units shown and apply them toward fulfillment of the designated General Education-Breadth area if the examination is included as part of a full or subject-area certification. Please note that individual CSU campuses may choose to grant more units than those specified toward completion of General Education-Breadth requirements.

**IGETC:** IB exams must be used in area indicated regardless of where the certifying CCC's discipline is located. Students who have earned credit from an IB exam should not take a comparable college course because transfer credit will not be granted for both.

The IGETC policy for 1B credit can be found on the Intersegmental Committee of the Academic Senates (ICAS) website (<http://icas-ca.org/Websites/icasca/images/IGETC%20Standards%20version%201%207%20Final%20%20doc.pdf>).

UC credit earned for transfer and for individual campuses can be found on the University of California Admissions website (<http://admission.universityofcalifornia.edu/counselors/transfer/advising/transferring-credits/#ccc>).

# Honors Programs and Recognition

## 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 from their area who earned a place on the President's List and the Dean's List. Academic honors criteria are presented in the Evaluating Academic Progress section.

## Achievement Awards

Every year, Citrus College hosts its Academic Achievement Awards, an awards ceremony in honor of the college's top students. Awards are given to the Citrus College Service Leader of the Year; the Male Athlete of the Year and the Female Athlete of the Year.

At the Achievement Awards, the college's highest academic honor, the Keys of Knowledge, are awarded to the 10 students who have achieved Citrus' highest overall academic performance. Students who have demonstrated high academic performance in a given department are also honored with the Distinguished Student Awards.

## Honors at Graduation

Citrus College graduates are recognized at Commencement for their permanent membership in the Alpha Gamma Sigma, Phi Theta Kappa and Psi Beta honor societies. In addition, students who earn a cumulative GPA of 3.30 or more in all college work, at Citrus College and at other colleges and universities, are recognized for Highest Honors, 3.80-4.00 GPA; High Honors, 3.60-3.79 GPA; and Honors, 3.30-3.59 GPA. Students who complete the Honors Transfer Program will also be recognized.

Due to the scheduled dates of Commencement and spring semester final exams, Honors at Graduation GPAs do not reflect spring semester grades.

## Honors Transfer Program

The Honors Transfer Program (<http://www.citruscollege.edu/academics/honors/Pages/default.aspx>) is for highly motivated students and provides a unique learning environment emphasizing scholastic excellence. The 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 Transfer Program, a student must have a minimum grade point average of 3.25 and be eligible for ENGL 101 Reading and Composition.

Honors coursework enhances a student's 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

The Honors Transfer Program offices are located in the Educational Development Center, ED 133-136, located on the north-south end of campus. For more information, see the Honors Transfer Program webpage (<http://www.citruscollege.edu/academics/honors/Pages/default.aspx>).

## Honors Societies

### Alpha Gamma Sigma

Alpha Gamma Sigma (AGS) is the honor scholarship society of the California Community Colleges. Its purpose is to encourage students to achieve the highest degree of development in scholastic, leadership, and community service endeavors while attending Citrus College.

AGS membership is renewed each semester and is based on GPA and number of units completed. After completing three semesters of membership, students may be eligible for lifetime or permanent membership. For additional information, visit the AGS website (<http://www.ags-honor.org>).

### Phi Theta Kappa

Phi Theta Kappa, an international honor society of two-year colleges, is the world's largest and most prestigious honor society serving two-year colleges. Eligibility is based on GPA, number of units completed and payment of membership fees.

The organization offers many opportunities for scholarships, intellectual enrichment, and personal development through programs based on Phi Theta Kappa's four hallmarks of scholarship, leadership, service, and fellowship.

In recent years, Phi Theta Kappa members from Citrus College have achieved prominence in Phi Theta Kappa at the state and national level, through their rankings on the organization's academic teams. For more information, visit the PTK website (<http://www.ptk.org>).

### Psi Beta

Psi Beta® (<http://psibeta.org>) is the psychology national honor society for community and junior colleges. Its mission is professional development of psychology students through promotion and recognition of excellence in scholarship, leadership, research, and community service.

## Academic Records

Academic records consist of student files maintained by Admissions and Records, Counseling and Assessment, Financial Aid, and individual 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

Students may request academic renewal as a means to achieve the educational goals of graduation from Citrus College, completion of certificate programs, and/or transfer to a four-year college or university. It is not applicable to students who wish to raise their grade point averages beyond these stated goals.

1. Only units taken at Citrus College may be disregarded, not units from other colleges.
2. A maximum of 24 units may be alleviated from not more than three terms of work.
3. A minimum of 18 months must have elapsed since the end of the term of substandard work to be disregarded.
4. In the most recent work completed after the work to be disregarded, a minimum of 15 units must be completed at any accredited college or university, with a grade point average of a 3.0, or 30 units with at least a 2.5 GPA, or 45 units with at least a 2.0 GPA. In cases where the criteria set forth herein have been verified, the academic renewal petition will be granted and the dean of admissions and records or his/ her designee will make the proper annotation on the student's permanent record.
5. A student may only be granted academic renewal once.
6. Only substandard grades of D, F, FW, NC, or NP can be disregarded.
7. A student that received a degree or certificate at Citrus College may not academically renew courses used to meet the graduation requirements for that degree/certificate.

Academic renewal by Citrus College does not guarantee that other institutions will honor the elimination of units from consideration in the grade point average. It is a student's responsibility to confirm with a transfer institution whether academic renewal will be accepted. When academic renewal is approved, the student's permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

If the student has been granted academic renewal by another accredited college, such action shall be honored under this policy. However, the number of semester units allowed to be disregarded will be reduced by the number previously disregarded.

## Transcripts

See Transcripts (p. 12) under Admissions and Registration section.

## Challenge of Education Records

See Administrative Policy 5045 (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>).

# STUDENT SERVICES AND STUDENT LIFE

## Admissions and Records Office

The Admissions and Records Office, located on the first floor of the Student Services Building, is the gateway to Citrus College. The office processes applications, registrations and grades.

The Admissions and Records Office 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 Colleges Chancellor's Office and other government agencies.

## Athletics

Citrus College is a member of the Western State Conference and Southern California Football Alliance. Intercollegiate sports include basketball, football, golf, cross country, water polo, soccer, baseball, softball, swimming and volleyball. In accordance with Equity in Athletics Disclosure Act of 1994, for information concerning Citrus College intercollegiate athletic programs contact the Citrus College athletic director.

## Competitive Athletics Eligibility

All athletes prior to their first season of competition at Citrus College must have official high school and college transcripts on file in the Admissions and Records Office to receive final eligibility certification. The California Community College Athletic Association governs Citrus College's athletic eligibility rules. To be eligible, a student athlete must:

1. Enroll in a minimum of 12 units during participation in a sport. Nine of these units must be in academic courses. Class attendance is required.
2. In order to be eligible and remain eligible a student athlete has to successfully complete at least 6 units during the preceding academic term in which the student is enrolled as full-time student with a cumulative 2.0 GPA.
3. 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 transfer and have participated in intercollegiate athletics at another college are required to:

1. Complete 24 semester units, 18 of which must be in academic courses;  
or  
Complete 36-quarter units, 27 of which must be in academic classes, before being eligible for a second season of participation. A 2.0 GPA (cumulative) is required.
2. Student athletes transferring from a California community college who participated in intercollegiate athletics must complete 12 units in residence prior to the beginning of the semester of competition.
3. Student athletes transferring from an out-of-state community college must be eligible to participate in the upcoming season if they were to remain at that institution.

Student athletes who plan to transfer to a four-year college must follow specific transfer eligibility requirements. An athletics counselor is

available to advise student athletes to ensure they follow the athletic academic plan, established by the Counseling and Advisement Center.

## Bookstore, Coffee & Other Retail Services

### Bookstore Services

Bookstore Services consists of the Art and Coffee Bar, Owl Bookshop, Owl Bookshop website (<http://www.owlbookshop.com>), Owl Café, Cosmetology Spa retail services, and vending, providing a safe, friendly, accessible environment where students, alumni, staff and visitors may optimize their academic, career, and cultural development. Bookstore Services provides access to course materials necessary for learning excellence, properly trains student workers to be successful entrepreneurs and/or employees, and creates inviting places to shop, eat, and safely spend time between classes. Employees deliver premier customer service and focused individual assistance to customers with disabilities. Services are available to the entire campus and local community.

Campus retail services consist of the following:

### Art and Coffee Bar

Located on the first floor in the Student Services building, it offers Starbucks drinks, pastries, sandwiches, salads, snacks, art supplies, and student created art.

### Cosmetology & Esthetician Spa

Located on the first floors of the PC and TC buildings at the east end of campus, students can make appointments in room TC118 for their hair and skin needs. Hair and skin care products are also available for sale at a discount to spa customers.

### Owl Bookshop

Located at the center of campus adjacent to the Campus Center offering a one stop shop for your daily needs. Visit the Owl Bookshop in person or online (<http://www.owlbookshop.com>) when it's time to order new, used or rental course materials. You can also have your books shipped to you or pick them up in person. In addition to course materials, the Owl Bookshop also carries supplies, sundries, gifts, electronics, apparel, snacks, drinks and imprinted merchandise.

### Owl Café

The Owl Café (<http://www.citruscollege.edu/stdntsrv/owlcafe>), located downstairs from the Campus Center, offers a wide range of food selections. Monday-Thursday, breakfast and items from the grill are available, as well as fresh pizza, fresh salads, deli sandwiches, a taco, burrito and tostada bar, and entrees of the day.

### Vending

Machines are located throughout campus, including inside the Owl Café located below the Handy Campus Center, between AD and PA, and between PC and TC.

Visit the Owl Bookshop (<http://www.owlbookshop.com>) webpage for more information on these services.

Bookstore services accept MasterCard, VISA, Discover, American Express, cash, ATM or personal check with a valid California Driver's License. During the beginning of spring and fall semesters, PELL student accounts are available at the bookstore to purchase course materials. A valid photo student ID is required to access student PELL accounts. Books and supplies may also be purchased online (<http://www.owlbookshop.com>).

## Refund Policy

Books purchased for any current semester session may be returned for refund as indicated on the 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."** A used book company purchases books needed by the bookstore at a percentage of the new book price.

The used book company also buys other books with a current market value at a wholesale price. Proof of registration and student ID are required. The bookstore cannot guarantee the buyback or availability of course materials.

## CalWORKs

California Work Opportunity and Responsibility for Kids (CalWORKs) is the state's welfare-to-work program for families with children that are receiving Temporary Aid for Needy Families (TANF). The Citrus College CalWORKs Program works in collaboration with the Department of Public Social Services to assist students with education, training, and job skills. Citrus College provides short-term training programs to help CalWORKs students enhance their skills and/or develop new skills in order to find employment and become self-sufficient. CalWORKs students receive assistance with completion of county paperwork, child care, work-study job placement, and referrals to community resources.

Additionally, CalWORKs students have the opportunity to establish education and career paths, which will help them as they transition off of cash aid.

## Campus Safety

Campus Safety 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 Safety officers patrol the campus 24 hours a day, 7 days a week. According to the Education Code, Campus Safety is the liaison with local law enforcement agencies in all criminal action cases. Therefore, in the event of an emergency, individuals should promptly report the incident to Campus Safety. It is Campus Safety's responsibility to contact police agencies.

Campus Safety has the authority to enforce the sections of the Penal Code, California Vehicle Code, Education Code, Board Policies and Administrative Procedures, and the Standards of Student Conduct. Any action which is a violation of the Penal Code of the State of California must be reported to the local police.

Campus Safety also provides safety escorts for any member of the college community. These escorts are for safety, not convenience. Please refer to Campus Safety Policies and notices (p. 307).

## Cashier

See Cashier/Bursar's Offices (p. 59) on the Campus Facilities and Learning Resources page.

## Center for Teacher Excellence

Citrus College's Center for Teacher Excellence helps students who are interested in a career in teaching build an educational plan that best suits their interests and goals. Students receive specialized academic advising and counseling; preparation for the CBEST and an overview of the CSET; and help with university transfer applications. Students also receive training on how to integrate technology into education through the Summer Technology Academy.

Students who utilize the services offered by the Center for Teacher Excellence develop core competencies in communication as well as creative, critical, and analytical thinking (problem solving and decision making).

## Counseling & Advisement Center

The Counseling and Advisement Center is located on the second floor of the Student Services Building. Professional counselors and educational advisors are available by appointment to assist students in their educational, vocational and personal matters. 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 after completing 15 semester units of degree applicable credit course work or prior to the end of the third 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.

Career counselors help students explore occupations and career fields using comprehensive printed and computerized resources. Through workshops and individual counseling, the staff can help you decide on a career field and prepare you for the job market. Career assessments are available to help you identify which occupations and/or work environments are a good fit for you. Through various activities you will gather information about yourself in order to make an informed career decision.

## Disabled Students Programs & Services

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 or auditory impairment, mental health disability, permanent or temporary health concerns, or a learning disability can receive assistance from specialized personnel. Services and instructional support may include:

- Adapted testing
- Adapted physical education
- Adaptive computer technology
- Campus referrals
- Citrus College web accessibility
- Closed-captioned videotapes
- Community liaisons
- Educational assistance classes
- Electronic textbooks
- In-class and laboratory assistance
- Instructor liaisons
- Note taker service



- Registration assistance
- Reader service
- Sign language interpreting
- Specialized counseling
- Specialized equipment

New students should contact the DSP&S Office (<http://www.citruscollege.edu/stdntsr/dsps>) at 626-914-8675 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/CARE) 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.
- Counselors who provide academic and personal counseling.
- Peer advising designed to retain students using mentors and positive role models.
- Outreach to high schools, community-based organizations and agencies.
- 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 class, learn college success strategies and visit local universities.

The CARE Program, established by the California Legislature (AB 3103), assists EOP&S students who are single parents on public assistance 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 child care, transportation, textbooks, and supplies to ensure strong retention, persistence and transfer rates among their students as they work to achieve their chosen objectives, which include obtaining vocational certificates of achievement or licenses, earning an associate degree, and/or transferring to a four-year college or university.

EOP&S/CARE is located on the second floor of the Student Services Building.

## Financial Aid Office

See Financial Aid page (p. 16).

## Health Center

The Student Health Center, located on the first floor of the Student Services Building, 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.

## Medical Services for Students

The Student Health Center offers the following services to currently enrolled students. There is no charge for the college nurse, nurse practitioner, physician or mental health counseling. Some tests, medications and procedures require a minimal fee.

- Treatment of acute illness/ ambulatory care
- Immunizations (Tetanus, Hepatitis B series, Measles/Mumps/Rubella, Influenza)
- Tuberculin skin tests
- Over-the-counter (non-prescription medications)
- Condoms and personal hygiene items
- Blood pressure and weight checks
- Commonly used prescription medications at low cost prescribed by campus health care providers (physician and/or nurse practitioner)
- Family planning services/women's health
- Plan B - emergency contraception
- Sexually transmitted disease testing
- Off-campus referrals as needed
- Short-term personal counseling
- Promotion of Positive Health Outcomes for Students
- Health education materials (audio-visual, brochures, reference files)
- AIDS information and referral resources
- Substance abuse information and referral resources
- Eating disorders information and referral resources
- 12-step program referrals
- Accident and medical insurance information
- Students are invited to 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.

PLEASE NOTE: For safety reasons, children are NOT allowed in the Student Health Center. Thank you for your cooperation and we apologize for the inconvenience.

## I Will Complete College (IWCC)

The IWCC program prepares new first time students who assess at or below college level in English and/or math to be successful college students and complete their educational goals.

### Hours:

Monday and Thursday  
8:00 a.m. – 5:00 p.m.  
Tuesday and Wednesday  
8:00 a.m. – 7:00 p.m.  
Friday 8:00 a.m. – 4:30 p.m.

### Location:

Second floor of Student Services building, SS 214

## Services:

- Scholarship opportunities
- Early registration in English and math classes
- Registration assistance
- Financial aid assistance
- Student Success workshops
- Weekly e-mails
- Coaching and follow-up services

## International Student Center

The International Student Center, located in SS 164 in the Student Services building, directs and coordinates international student activities in compliance with federal regulations. Citrus College's international students represent 45 countries, further enhancing the diversity of the campus. The interaction and networking among all students has proven to be an invaluable experience for all students of Citrus College.

The International Student Center also coordinates orientation and access to support programs, ensuring students' completion of their objectives.

Refer to the International Student Admissions section (<http://www.citruscollege.edu/stdntsrv/international>) for more information about registration and enrollment.

## Student Employment Services

Citrus College offers a variety of opportunities for part-time student employment. On-campus employment provides a practical way for students to earn money, gain valuable work experience, and learn time management skills.

Students are hired as Student Aides at the hourly rate of \$10.50 and may be assigned to a variety of locations throughout the campus engaged in a range of assignments from working in the bookstore, food services area, library, campus safety or administrative offices, to name a few.

See the Student Employment page (<http://www.citruscollege.edu/hr/ses>) for more information on applying.

## Student Government and Student Affairs

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 meeting minimum requirements.

ASCC responsibilities include administering a budget of more than \$600,000, 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 shared governance committees.

## Student Activities and Organizations

All students are encouraged 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
- Anthropology
- Campus Activities Board
- CARB
- Citrus Business Association
- Chinese Grace Fellowship
- Citrus Cheer
- Citrus College Filmmaker's Association
- Citrus College Real Estate Club
- Citrus College Republicans
- Citrus Student Nursing Association
- College Church
- Computer Science
- Consciousness Club
- Epsilon Phi Delta (German Honor Society) Club
- Gamers Guild
- Gender-Sexuality Alliance
- International Friendship Club
- Latino Unidos Student Association
- Licensed Vocational Nursing
- Math Owls
- Native American Student Association
- Phi Theta Kappa (PTK) Honor Society
- Photography Club
- Psi Beta (Psychology honor society)
- Registered Dental Assistants
- Sleight of Hand Magic Club
- Swing Dance Club
- Veterans Network

## Transfer Center

The Transfer Center serves students' transfer needs.

The center has helpful resources for students who plan to transfer to a four year college or university. It provides a variety of transfer support services and activities to assist students make a seamless transition to a university such as:

- Associate Degree for Transfer (AD-T) informational workshops
- California State University (CSU) information and resources
- University of California (UC) information and resources
- Individual transfer advising by appointment
- University representative appointments
- University transfer application assistance
- University field trips
- Transfer awareness workshops
- College Fairs
- Transfer Admission Guarantee to six UC campuses (TAG)
- Articulation agreements with four-year private institutions

## Veterans Success Center

The Veterans Success Center (<http://www.citruscollege.edu/stdntsrv/veterans/Pages/VeteransCenter.aspx>) extends academic and student

support services to the veteran. It provides a one-stop location where students can receive assistance with GI benefits processing, obtain counseling and referrals for various transitional needs, meet with an academic counselor, and access services such as tutoring, peer support, meeting veteran mentors, and receiving information about the Veterans Network club. Students who are currently in the military or were honorably discharged are eligible to receive priority registration with required verification, using either their active duty military ID card or DD 214.

The Success Center is located at the IC Building, between the ED building to the west and the LB building to the east.

# CAMPUS FACILITIES AND LEARNING RESOURCES

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## Adaptive PE/Fitness Center

The Adapted Physical Education Center is the home of the Fitness Center (<http://www.citruscollege.edu/fitcntr>). It is located between the main gymnasium and tennis courts. This facility offers exercise and fitness programs for students, Citrus College employees and community members.

The center features cardiovascular training machines and weight 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 (<http://www.citruscollege.edu/fitcntr/adpe>) 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 physical education courses and adapted aquatics.

## Aquatic Center

The Aquatic Center is the home of the water polo and swim teams, and is sometimes selected as the site for regional championship events. The Adapted Aquatics program and several other kinesiology credit classes are also conducted at the Aquatic Center facility.

The Aquatic Center houses a therapy pool that is utilized by the athletic training staff to help treat injured athletes. Sometimes the Aquatic Center is chosen as a location for television and movie shoots.

## Art Gallery

The Art Gallery (<https://citrusarts.org/facilities>) is located in VA 120 in the new Visual Arts (VA) building and features year-round exhibits by students, faculty and staff.

## Athletics Facilities

Citrus College's athletics facilities (<http://www.citrusowls.com/athletics/facilities>) are among the best in Southern California. The 10,000-seat football, soccer and track stadium includes an all-weather track, a field turf playing surface and a turf practice field. Citrus College athletes have the advantage of premium practice facilities: one weight training room, a double-circuit (64-station) fitness center, two equipment rooms and two athletic training rooms.

The campus' athletic facilities also feature a two-story Field House, baseball field, softball complex, and the Citrus College Gymnasium and offices.

The Field House provides facilities to support football, baseball, soccer and cross country teams. The two-story building includes locker rooms, offices, equipment storage, and restrooms. The softball complex has two softball fields both with artificial turf in the outfield, dirt infields and state-of-the-art scoreboards.

## Campus Center

The Campus Center, located on the first floor of the ED building, is maintained by the Associated Students of Citrus College and provides a space to congregate for students and the college community. A Campus Center host is on duty in the lounge area ensuring that the facility is used in accordance with district policies. For their safety, children visiting the Campus Center must be accompanied by an adult.

## Cashier/Bursar Offices

The Cashier's Office is located in the Student Services Building, room SS 124, and the Bursar's office is located in the Administration Building, room AD 203. Students are able to pay registration fees online through WingSpan (<https://wingspan.citruscollege.edu>) or by cash, check, money order or travelers check at the Cashier's Office. Associated Student (ASCC) stickers can be picked up at this location. Payroll paychecks are distributed from this location.

The Bursar and Accounts Receivable Offices process refunds and replacement warrants for financial aid and fee refunds. Refunds are processed automatically 45 days after the first week of class and mailed to the address listed in WingSpan. Once approved, an affidavit must be completed at the Bursar's Office.

Holds are placed on student accounts by the Bursar's Office for outstanding obligations such as library fines, credit card charge backs and other financial or non-financial responsibilities. Outstanding debts and library fines for lost books can also be paid online using Wingspan.

The Bursar's Office submits outstanding student obligations to the State of California for collection. Outstanding obligations are subject to a 33% fee.

Parking permits are purchased and issued at The Permit Store (<http://citruscollege.thepermitstore.com>). Students must pay registration fees in full prior to receiving access to The Permit Store.

## College Success Program

The College Success Program (<http://www.citruscollege.edu/success>) provides educational opportunities for students to improve their reading, writing, math and communication skills. The program, which is designed with student success in mind, is comprised of the following components:

- College Success Centers offer tutoring, access to learning software, grammar clinics, and free workshops on study skills and test taking.
- College Success Counselors are available to assist students with class selection, educational plans, and access to collegewide services.
- Early Alert Workshops help students develop important learning and study skills to achieve student success. Free workshops are offered in the fall and spring semesters.
- Learning Communities comprised of two or more "linked" classes, create a community of instructors and students, providing more support for student success.

## Golf Driving Range

The Range At Citrus (<http://www.citruscollege.edu/golf>) features two hitting surfaces, natural grass and mats, eight target greens, a sand trap, 29 stations, a chipping area and a 2,500 sq. ft. putting green. This golf practice center, which is open to the public, offers lessons from a PGA professional instructor, two Golf Professionals, 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. We also offer gift certificates. 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 in front of The Range.

## Haugh Performing Arts Center

### Robert D. Haugh Performing Arts Center

Since 1971, the Robert D. Haugh Performing Arts Center (<http://www.haughpac.com>) 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.

### Haugh Presents

The "Haugh Presents" series includes a wide range of entertainment such as Quebec Circus artists Flip Fabrique in "*Catch Me*", a tribute to the music sung by Disney's princesses starring Laura Osnes, from Broadway's "*Cinderella*", The Mid-Town Men featuring the original "*Jersey Boys*" stars, and the "*Shadow Dance*" company, Catapult. We will also have cultural events like "An Evening of Gershwin Big Band", and the Ten Tenors from Australia, and the all-male dance company from Argentina, Che Malambo. Theatre productions include Jane Austin's "*Sense and Sensibility*" by Aquila Theatre, "*Baskerville: A Sherlock Holmes Mystery*", and the one woman show "*Tea for Three*" about Lady Bird, Pat Nixon, and Betty Ford. In addition to the Grand Slam package, Choose Your Own packages are available at a discount. Other shows are in the work; for the most up to date event listing, visit the Haugh's website (<http://www.haughpac.com>). Get half price tickets with a valid ASCC sticker.

### Visual & Performing Arts Department Productions

The vocal music department, including the renowned Citrus Singers, present two major productions each year, including the popular holiday extravaganza "*Christmas Is...*". The spring show features different genres of music such as Broadway, the Great American Songbook, or Movie Music Classics.

The annual "*Battle of the Big Bands*" features Citrus College's Blue Note Orchestra and neighboring Azusa Pacific University's Jazz Ensemble as they join forces on one stage in a back and forth duel that features jazz, swing, and favorite standards.

Sierra Wind Symphony and the Concert Choir perform popular film music in their annual "*A Night of Music From Film.*"

The Citrus Music Theatre Workshop presents fully staged Broadway musicals with spectacular scenery and costumes such as "*Spring Awakening*," and "*Beauty and the Beast.*"

The Dance Department presents two annual concerts in the Haugh Performing Arts Center, featuring both student and faculty choreography.

Spring brings several student music events including the Spring Choral Concert, Women's Ensemble's Pop Show, and Pop Rock Ensemble's concert.

The Theatre Department presents multiple productions each year in the Citrus Little Theatre including student-produced and directed productions.

## Learning Center

The Learning Center (<http://www.citruscollege.edu/lc>) provides instructional support services across the curriculum including Tutorial Services, the College Success Center, Writing Center, ESL Lab, and Testing Center. The Learning Center is open to all Citrus College students with a Citrus ID card. Check the website for schedules and activities.

### College Success Center

The College Success Center is open to all Citrus students with a Citrus ID card seeking academic support and to ENGL 098 students who need to complete their required lab hours. The Center offers scheduled workshops on a variety of topics to support student success. Check the website for hours of operation and scheduled workshops.

### ESL Lab

The ESL Lab (<http://www.citruscollege.edu/lc/esl/Pages/default.aspx>) is an interactive language learning center that promotes cross-cultural education to Citrus students who need to complete their required lab hours. The lab offers a variety of activities to help improve English skills including grammar DLAs, vocabulary building games, reading exercises, peer-facilitated study groups, and conversation groups. Check website for hours of operation.

### Testing Center

The Testing Center (<http://www.citruscollege.edu/lc/testing/Pages/default.aspx>) provides administration and proctoring for exams in the following locations:

**SS 103:** New Student Assessment testing for English, ESL, and Math placement. This test is administered through a computerized "smart" placement test to determine students' initial placement into English, ESL, and math courses. Most assessments are done in block sessions followed by a counseling orientation session. Check website for the current schedule of New Student Assessment/Orientation sessions.

**ED 215:** Adapted testing for Disabled Student Programs and Services (DSP&S) 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-reduced exam space and adapted computer equipment. Check the website for hours of operation.

**IS 107:** Distance Education exams, referrals for the chemistry diagnostic, Assessment test, and referrals to retake any portion of the Assessment test. Check the website for hours of operation.

### The Writing Center

The Writing Center (<http://www.citruscollege.edu/success/writingcafe/Pages/default.aspx>) provides assistance to all Citrus students requesting English and ESL tutoring, as well as students seeking help with essays, research papers, lab reports, or any other writing assignment. The Writing Center services also include assistance with reading comprehension and strategies for note taking. Consultations by trained staff provide drop-in, one-on-one writing consultations, and scheduled appointments by special arrangement. The Writing Center also offers lectures and specialty workshops covering a variety of topics. A Citrus ID card is required. Check website for hours of operation.

### Tutorial Services

Tutorial Services, a College Reading & Learning Association (CRLA) Level II Certification center, provides tutoring on a drop-in basis in most

subjects by trained staff free of charge. See Tutorial website (<http://www.citruscollege.edu/lc/tutor>) for subjects offered. Students interested in working with a tutor must sign up for the service and a Citrus ID card is required. Check website for hours of operation.

## Library Services

The Floyd S. Hayden Memorial Library/Learning Resource Center (<http://libguides.citruscollege.edu/library>) provides high quality, relevant information resources and services to Citrus College's demographically diverse community to support student success.

The Hayden Memorial is a two-story, 33,000 square-foot facility containing approximately 46,000 print books, 24,000 ebooks, 66 print periodical subscriptions, over 1,500 textbooks on reserve, 1,600 physical and 49,000 digital/electronic multimedia. The library also subscribes to over forty internet-based article and streaming media databases which are searchable on or off campus. The library catalog can be accessed online through the library's home page.

Library facilities feature individual seating for over 500, six multi-media rooms, 12 group study rooms, 106 public computers, including library catalog computers (including one that is wheelchair accessible), and an orientation classroom with 40 computers. Adaptive technology is available to visually impaired students including adapted keyboards, JAWS, and Kurzweil 3000 software. A videophone is also available to hearing impaired students. Five copiers and a color copier are available in the Copy Room and black and white, color printing and several scanners are also available in the library. Students are invited to explore the library's many resources and services, to become acquainted with the staff, and to use the library as a pleasant place to study and relax.

The library staff assists students with their research for term papers, speeches and personal information needs. The library staff includes two full-time faculty librarians, six adjunct faculty librarians, and 12 classified staff members including Library Media Technicians I, II & III, Library Media Assistants, a Reference Technician and an Audiovisual Media Assistant. The library also employs student workers.

Faculty librarians collaborate with faculty to customize information competency instruction for specific courses and assignments conducted in LI 118 and online via CCCConfer. Library reference staff assist students with research for class assignments through one-on-one instruction in person, by phone, e-mail, text message and online chat. Librarians are also available for one-on-one consultations with all students, including those with special needs.

## STEM Services and Activities

STEM majors and students interested in and/or taking courses in science, technology, engineering and mathematics have access to a wide variety of support and enrichment services and activities, including:

### Math Tutoring:

Drop-in tutoring is available to all math students in the Math Success Center. Current math textbooks are available for use. Study groups are welcome.

### Supplemental Instruction:

Attend twice weekly out-of-class review sessions to ensure your success in targeted math and science courses. Learn course content and effective study strategies.

### Study Groups:

Peer facilitated study groups are available for calculus, physics and chemistry. Groups are open to all students. Complete homework and get your questions answered.

For current hours for all of the above, visit the STEM website (<http://www.citruscollege.edu/stem>).

### Summer Research Experience:

STEM students learn and earn during 8- to 10-week summer research experiences at local universities and research institutions. Applications are available on the STEM website (<http://www.citruscollege.edu/stem>) and are accepted December through mid-February. Check website for additional information.

## STEM TRiO Student Support Services

The STEM TRiO Student Support Services project at Citrus College strives to empower qualifying STEM and Health Sciences students to achieve their personal, educational and career goals by providing support systems, resources, and services that promote retention and completion. Participants receive personalized mentoring, math tutoring, book loans, and financial aid assistance and planning. TRiO staff support participants' individual transfer and career development interests. For more information email [trio@citruscollege.edu](mailto:trio@citruscollege.edu).

## Bridge to the Geosciences

Discover how your STEM major and individual interests relate to the geosciences and how they translate into exciting careers through participation in the NSF-funded *Bridge to the Geosciences* project. Participants will explore a variety of subfields of the geosciences through travel to local and national institutions and research facilities including the Jet Propulsion Laboratory, the Wrigley Marine Science Center (Catalina Island), and the National Center for Atmospheric Research (Boulder, CO). Contact Marianne Smith, Ph.D. at [marsmith@citruscollege.edu](mailto:marsmith@citruscollege.edu) for additional information.

## Student Email and Student Computer Labs

The Dan Angel Data Processing Center houses the college's main computer laboratory (IS 107). The computer laboratory has a variety of computers, printers, and software available to Citrus College students who need computing resources to complete their class projects and assignments. Additionally, computers are available for student use in the Hayden Memorial Library.

Citrus College provides each student with an e-mail account. All students are to use their Citrus College e-mail account, as this is the e-mail address where all college information will be sent and where students can access the waitlist information. Visit the Student Email webpage (<http://www.citruscollege.edu/tecs/studentemail>) for more information.

## Study Abroad Program

Citrus College students have the opportunity to study abroad through Citrus College and the Southern California Foothills Consortium.

Semester-length programs are offered in London, England (fall) and Salamanca or Barcelona, Spain (spring). Students may study in Italy or Costa Rica (winter).

Courses are taught by Citrus College faculty and/or faculty from the Consortium member colleges. Most courses are CSU/UC transferable and meet general education requirements.

See Study Abroad (<http://www.citruscollege.edu/studyabroad>) page for more information.

# PROGRAMS OF STUDY

Citrus College offers associate degrees in 50 fields of study, as well as certificates of achievement, noncredit certificates, and skill awards in 61 academic and career/technical areas.

These programs offer a variety of academic and career preparation programs that appeal to a variety of interests and provide students with the skills and knowledge needed to transfer to a four-year college, to establish a career—or to achieve both opportunities. In addition to preparing students to enter the professions or acquire jobs that require a bachelor's degree or higher, the college offers courses of study that prepare students for jobs in areas such as automotive technology, health care, law enforcement and information technology.

## Graduation Requirements for an Associate Degree

The Associate in Arts or the Associate in Science Degree will be granted upon the completion of 60 degree applicable units of work and fulfillment of the following specific requirements:

1. **Scholarship Requirement:**
  - a. An overall grade point average of 2.0 or better must be earned in all lower division coursework attempted at Citrus College and at any regionally accredited post-secondary education institution.
  - b. A 2.0 or better in credit courses in the curriculum upon which the degree is based.
  - c. Good academic standing at the college.
2. **Residence Requirement:**  
Successful completion of a minimum of 12 units in residence at Citrus College.
3. **Major Requirement:**  
Completion of at least 18 units with a grade point average of 2.0 or better in each course attempted that is counted toward the major.
4. **General Education Requirements:**
  - a. Option I: 25 units as stipulated by the Citrus College graduation requirements; **or**
  - b. Option II: 39 units as stipulated by the CSU general education certification requirements; **or**
  - c. Option III: 34 units as stipulated by the completion of the IGETC pattern.
5. **Kinesiology Requirement:** (No varsity sports courses may be used)
  - a. Three units of kinesiology or dance activity as stipulated by the catalog; **or**
  - b. Completion of KIN 100, KIN 170, KIN 171, KIN 171H, or KIN 173.
6. **Competency Requirements:**
  - a. Writing: Proficiency in writing may be satisfied by completion of an English Composition General Education Requirement with a grade of "C" or better.
  - b. Mathematics:  
Proficiency in mathematics may be satisfied by one of the following:
    - i Completion of two years of high school algebra AND placement at the level of College Algebra or higher on the math assessment test; **or**
    - ii Completion of any mathematics class listed in the mathematics section of the General Education Requirements

with a grade of "C" or better. \*Transcript needed to verify the 2 years of high school algebra.

- c. Reading:
  - i Proficiency in reading may be satisfied by one of the following:
  - ii A satisfactory score on the reading component of the placement test at the ENGL 101 level; **or** A passing grade in ENGL 099.

## Petition for Graduation

Graduating students must file a Graduation Application with the Admissions and Records Office. Students are strongly recommended to meet with a counselor to review the application prior to submitting their application. Students may graduate at the end of the fall, winter, spring or summer semesters or sessions, although only one Commencement ceremony is held in the spring.

A summer graduate may request to participate in the preceding spring graduation if they file the petition for graduation by that spring graduation deadline, meet all graduation requirements for summer graduation, and are enrolled in one or two classes for a total of nine or fewer units in summer.

A student who receives an associate degree may subsequently or simultaneously work on additional degrees.

All earned graduation requirements must come from a single catalog. A degree and/or certificate will not be released until the student has paid all of his or her outstanding debts to the college.

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

## Multiple Degrees

Within the graduation requirements for the Associate Degree at Citrus College, it is possible for a student to complete the requirements for more than one course of study, providing that minimum requirements are met for each degree.

## Online Degrees

Associate degrees can be earned online through Online Education. Visit the Online Education website (<http://www.citruscollege.edu/oe>) and consult a counselor for details.

## 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.

In addition, the ASSIST website (<http://www.assist.org>) is the official California statewide database listing a selection of campus-approved articulation/transfer agreements, general education requirements, and 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.



# General Education and Student Learning Outcomes

## General Education Philosophy

The awarding of an associate degree is intended to represent more than an accumulation of units. It symbolizes a successful attempt on the part of Citrus College to lead students through patterns of learning experiences designed to develop certain capabilities and insights, such as the ability to:

- Think and communicate clearly and effectively through oral and written expression
- Develop logical and convincing arguments, reaching conclusions that are based on comprehensive inquiry
- Adapt and apply technology to facilitate the acquisition and effective use of information
- Understand the modes of inquiry of the major disciplines
- Enhance the appreciation of the arts
- Develop a lifestyle that will enhance physical and mental health, and wellness
- Appreciate the contributions of different cultures, eras, and traditions to the human experience
- Achieve insights gained through experience in thinking about ethics, integrity, honesty, self-management and the welfare of others
- Develop the capacity for self-understanding; and become informed citizens and problem solvers

In addition to these accomplishments, the student shall possess sufficient depth in some field of knowledge to contribute to lifetime interest.

Central to an associate degree, General Education is designed to introduce students to the variety of means through which people comprehend the modern world. It reflects the conviction of colleges that those who receive their degrees must possess in common certain basic principles, concepts and methodologies both unique to and shared by the various disciplines. College educated persons must be able to use this knowledge when evaluating and appreciating the physical environment, the culture, and the society in which they live. Most importantly, General Education should lead to better self-understanding.

## Citrus College Core Competencies and Student Learning Outcomes

General education competencies serve as a common set of core curricular components identified and defined by faculty. Student learning outcomes are behaviors based on these competencies.

Any student transferring or completing a degree or certificate from Citrus College must demonstrate effectively assessed awareness, understanding, knowledge, skills, and abilities in the selected competencies. These learning outcomes address the general education philosophy of the college (BP 4100, Graduation Requirements).

1. **Communication**  
Students read, write, speak, and listen effectively at the college level.
2. **Computation**  
Students demonstrate college level proficiency in mathematics and data analysis.
3. **Creative, Critical, and Analytical Thinking, Information Competency**

Students apply curiosity, creativity, and aesthetic awareness in decision making based on evaluation, analysis, and synthesis of college level material.

4. **Community/Global Consciousness and Responsibility**  
Students assume personal responsibility and demonstrate respect for others as a measure of cultural awareness, ethics, and integrity.
5. **Technology**  
Students understand the changing role of technology in learning and community.
6. **Discipline/Subject Area Specific Content Material**  
Students demonstrate college level proficiency in a pattern of general education courses.

Student learning outcomes are written in selected areas of competency at the course level (course outlines of record), program level (program review reports), and degree and certificate levels. Learning outcomes are mapped to show the relationships between and among the levels. General education learning outcomes are assessed through systematic analysis of course and program level assessment results.

## Citrus College General Education Student Learning Outcomes

1. **Language and Rationality**  
Students successfully completing courses in Area A are able to read, write, speak, and think creatively in personal, academic, workplace and community contexts.
  - a. English Composition
  - b. Communication and Analytical Thinking
  - c. Mathematics
2. **Natural Sciences**  
Students successfully completing courses in Area B are able to investigate and explain physical phenomena through application of empirical knowledge using mathematical and scientific processes and concepts.
  - a. Biological Sciences
  - b. Physical Sciences
3. **Arts and Humanities**  
Students successfully completing courses in Area C are able to appreciate, critically understand, and express artistic philosophical, and cultural sensibilities in historical and contemporary contexts.
  - a. Arts
  - b. Humanities
4. **Social and Behavioral Sciences**  
Students successfully completing courses in Area D are able to identify, analyze, and communicate an understanding of self and society through systematic investigation of social behavior, institutions, and culture.
  - a. History and Political Science
  - b. Behavioral Sciences
5. **Kinesiology and Dance**  
Students successfully completing courses in Area E are able to demonstrate personal responsibility, health literacy, and understanding of the importance of physical health and wellbeing.
  - a. Kinesiology
  - b. Dance

## General Education Requirements: Option I

### AREA A – Language and Rationality - Communication in the English Language and Critical Thinking

9 semester or 12 quarter units required with at least one course each from A1, A2 and A3.

Students satisfying the mathematics competency requirement through the mathematics assessment are required to complete two courses, a minimum of six semester units or eight quarter units, including one course from English Composition and one course from either Mathematics or Communication & Analytical Thinking.

Students who do not satisfy the mathematics competency through the mathematics assessment are required to complete three courses, a minimum of nine semester units or twelve quarter units, including one course from English Composition, one course from Communication & Analytical Thinking and one course from Mathematics.

#### A1. English Composition

ENGL 101	Reading and Composition	3
ENGL 101H	Reading and Composition - Honors	3
ESL 101	Reading and Composition	3

#### A2. Communication & Analytical Thinking

ENGL 103	Composition and Critical Thinking	3
ENGL 103H	Composition and Critical Thinking - Honors	3
ENGL 104	Argumentative Writing and Critical Thinking	3
PHIL 110	Philosophy/Logic	3
PHIL 210	Symbolic Logic	3
SPCH 100	Interpersonal Communication	3
SPCH 101	Public Address	3
SPCH 101H	Public Address - Honors	3
SPCH 103	Argumentation and Debate	3
SPCH 106	Small Group Communication	3

#### A3. Mathematics

MATH 142	Beginning and Intermediate Algebra II	5
MATH 144	Technical Mathematics	5
MATH 150	Intermediate Algebra	5
MATH 151	Plane Trigonometry	4
MATH 160	Survey of Mathematics	4
MATH 162	Introductory Mathematical Analysis	4
MATH 165	Introductory Statistics	4
MATH 168	Mathematics for Elementary Teachers I	4
MATH 170	College Algebra	4
MATH 175	Pre-Calculus	5
MATH 190	Calculus with Analytic Geometry I	4
MATH 191	Calculus with Analytic Geometry II	5
MATH 210	Calculus with Analytic Geometry III	5
MATH 211	Differential Equations	5
MATH 212	Introduction to Linear Algebra	4
PSY 103	Statistics for the Social and Behavioral Sciences	3

## AREA B. Natural Sciences: (4 units minimum)

One or two courses, a minimum of four semester units or five quarter units, including one laboratory course or one course from life science and one course from physical science (lab courses are indicated in parentheses).

#### B1. Natural Sciences - Life Sciences

ANTH 212	Introduction to Physical Anthropology	3
ANTH 212L	Introduction to Physical Anthropology Lab (Lab)	1
BIOL 102	Human Genetics	3
BIOL 104	Biology: Contemporary Topics	3
BIOL 105	General Biology (Lab)	4
BIOL 105H	General Biology - Honors (Lab)	4
BIOL 109	Biology for Educators (Lab)	4
BIOL 124	Molecular and Cellular Biology (Lab)	5
BIOL 125	Evolution, Ecology & Biodiversity (Lab)	5
BIOL 145	Environmental Science	3
BIOL 200	Human Anatomy (Lab)	4
BIOL 201	Human Physiology (Lab)	4
BIOL 220	Microbiology (Lab)	5
BIOT 107	Biotechnology: Transforming Society Through Biology	3
BIOT 108	Intro to Biotechnology: Real World Biology Applications (Lab)	4
PSY 102	Psychobiology	3

#### B2. Natural Sciences - Physical Sciences

ASTR 115	Planetary Astronomy	3
ASTR 115H	Planetary Astronomy - Honors	3
ASTR 116	Stellar Astronomy (Lab)	4
ASTR 117	Life In The Universe (Lab)	3
CHEM 103	College Chemistry (Lab)	5
CHEM 104	College Chemistry (Lab)	5
CHEM 110	Beginning General Chemistry (Lab)	5
CHEM 111	General Chemistry (Lab)	5
CHEM 112	General Chemistry (Lab)	5
CHEM 202	Organic Chemistry II with Lab	4
CHEM 210	Organic Chemistry A (Lab)	3
CHEM 211L	Organic Chemistry A Laboratory	1
CHEM 220	Organic Chemistry B (Lab)	3
CHEM 221L	Organic Chemistry B Laboratory	1
ESCI 106	Earth and Space Science for Educators (Lab)	4
ESCI 110	Earth Science (Lab)	4
ESCI 119	Physical Geology without Laboratory	3
ESCI 120	Physical Geology (Lab)	4
ESCI 122	Earth History (Lab)	3
ESCI 124	Natural Disasters (Lab)	3
ESCI 130	Physical Oceanography	3
GEOG 118	Physical Geography	3
PHYS 110	Physics in Everyday Life (Lab)	4
PHYS 111	College Physics A (Lab)	4
PHYS 112	College Physics B (Lab)	4
PHYS 201	Physics A: Mechanics (Lab)	5

PHYS 202	Physics B: Thermodynamics and Electromagnetism (Lab)	5
PHYS 203	Physics C: Waves, Optics & Modern Physics (Lab)	5

## AREA C. Arts and Humanities: (6 units minimum)

Two courses, six semester units or eight quarter units minimum, including one course from arts and one course from humanities.

### C1. Arts

ARCH 250	History of Architecture: Prehistory to Mannerism	3
ART 100	Art History and Appreciation - Fundamentals	3
ART 100A	Survey of Western Art from Prehistory through the Middle Ages	3
ART 100B	Survey of Western Art from Renaissance to Contemporary	3
ART 101	Art History and Appreciation-Ancient	3
ART 102	Art History and Appreciation - Medieval	3
ART 103	Art History and Appreciation - Renaissance to Rococo	3
ART 104	Art History and Appreciation - 19th Century Art	3
ART 105	Art History and Appreciation - Early 20th Century Art	3
ART 110	Introduction to the Visual Arts	3
ART 199	Motion Picture Appreciation	3
ART 206	History of Latin American Art	3
ART 207	History of Asian Art	3
COMM 136	Cultural History of American Films	3
DANC 102	History of Dance	3
MUSE 109	Music Appreciation	3
MUSE 110	History of Music I	3
MUSE 111	History of Music II	3
MUSE 112	History of Jazz	3
MUSE 113	History of Rock and Roll	3
MUSE 114	Introduction to American Music	3
THEA 101	Introduction to Theatre Arts	3
THEA 200	The Art of the Theatre	3
THEA 250	Theatre Appreciation	3

### C2. Humanities

ARCH 251	History of Architecture: Baroque to the Present Day	3
CHIN 101	Chinese I	5
CHIN 102	Chinese II	5
COMM 200	Visual Communications	3
ENGL 102	Introduction to Literature	3
ENGL 120	Introduction to Women's Literature	3
ENGL 213	Horror Literature	3
ENGL 213H	Horror Literature - Honors	3
ENGL 216	American Latino Literature	3
ENGL 251	Introduction to English Literature I	3
ENGL 252	Introduction to English Literature II	3
ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U. S. American Literature II	3

ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3
ENGL 290	Ethnic Voices in Film	3
ENGL 291	Film as Literature	3
ENGL 291H	Film as Literature - Honors	3
ENGL 293	Children's Literature	3
ENGL 293H	Children's Literature - Honors	3
ENGL 294	Introduction to Shakespeare	3
ENGL 298	Literature of the Bible	3
FREN 101	French I	5
FREN 102	French II	5
GER 101	German I	5
GER 102	German II	5
GER 201	German III	5
GER 202	German IV	5
HUM 101	Humanities - Prehistory through the Medieval Period	3
HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	3
HUM 102	Humanities from the Renaissance through the 19th Century	3
HUM 110	Humanities in the Modern Period	3
HUM 115	Multi-Cultural Mythologies	3
HUM 123	Introduction to Peace Studies - Saving Civilization	3
HUM 127	Spanish Civilization	3
JPN 101	Japanese I	5
JPN 102	Japanese II	5
PHIL 101	Great Religions of the World	3
PHIL 106	Introduction to Philosophy	3
PHIL 106H	Introduction to Philosophy - Honors	3
PHIL 108	Philosophy - Ethics	3
PHIL 130	History of Ancient Philosophy	3
PHIL 131	History of Modern Philosophy	3
PHIL 140	Philosophy of Religion	3
SPAN 101	Spanish I	5
SPAN 101H	Spanish I - Honors	5
SPAN 102	Spanish II	5
SPAN 102H	Spanish II - Honors	5
SPAN 127	Spanish Civilization	3
SPAN 201	Spanish III	5
SPAN 202	Spanish IV	5
SPAN 210	Intermediate Spanish for Spanish Speakers I	5
SPAN 211	Intermediate Spanish for Spanish Speakers II	5

## AREA D. Social & Behavioral Sciences (6 units minimum)

Two courses, a minimum of six semester units or eight quarter units, including one course from history and political science and one course from behavioral science.

**D1. History and Political Science**

AJ 101	Introduction to the Administration of Justice	3
AJ 102	Concepts of Criminal Law	3
COMM 100	Mass Media and Society	3
ECON 100	Survey of Economics	3
ECON 101	Principles of Macroeconomics	3
ECON 101H	Principles of Macroeconomics - Honors	3
ECON 102	Principles of Microeconomics	3
ETHN 101	Introduction to Ethnic Studies	3
ETHN 116	Introduction to Chicano/Latino Studies	3
GEOG 102	Cultural Geography	3
HIST 103	History of World Civilization up to 1500 C.E.	3
HIST 103H	History of World Civilization up to 1500 C.E./ Honors	3
HIST 104	History of World Civilization since 1500	3
HIST 107	History of the United States before 1877	3
HIST 107H	History of the United States before 1877 - Honors	3
HIST 108	History of the United States since 1877	3
HIST 108H	History of the United States since 1877 - Honors	3
HIST 109	The World in Conflict - The 20th Century, a History	3
HIST 111	History of the African-Americans to 1876	3
HIST 112	History of the African-Americans since 1876	3
HIST 130	Latin American Culture and Civilization	3
HIST 131	History of Latin America to 1825	3
HIST 132	History of Modern Latin America	3
HIST 139	History of California	3
HIST 140	History of the American West	3
HIST 145	History of Mexico	3
HIST 155	History of the Vietnam War	3
HIST 222	History of World War II	3
HUM 120	British Civilization	3
HUM 127	Spanish Civilization	3
POLI 103	American Government and Politics	3
POLI 103H	American Government and Politics - Honors	3
POLI 104	Introduction to Political Science	3
POLI 105	Comparative Politics	3
POLI 108	Political Theory	3
POLI 116	International Relations	3
SPAN 127	Spanish Civilization	3
SPAN 130	Latin American Culture and Civilization	3
<b>D2. Behavioral Science</b>		
ANTH 210	Introduction to Cultural Anthropology	3
ANTH 210H	Introduction to Cultural Anthropology - Honors	3
ANTH 216	Sex and Gender in Cross Cultural Perspectives	3
ANTH 216H	Sex and Gender in a Cross Cultural Perspective - Honors	3
ANTH 222	Introduction to Linguistic Anthropology	3
ANTH 224	Anthropology of Religion, Magic, and Witchcraft	3
CHLD 110	Early Childhood Development	3
CHLD 111	Child Development Youth - Adolescence	3
CHLD 120	Literacy for Children	3
CHLD 130	Infant Development and Group Care	3

CHLD 134	Parent-Child Interaction	3
ETHN 101	Introduction to Ethnic Studies	3
ETHN 116	Introduction to Chicano/Latino Studies	3
PSY 101	Introduction to Psychology	3
PSY 101H	Introduction to Psychology - Honors	3
PSY 110	Psychology of Religion	3
PSY 205	Developmental Psychology	3
PSY 206	Child Growth and Development	3
PSY 212	Psychological Disorders	3
PSY 213	Survey of Drug and Alcohol Use in Society	3
PSY 220	Introduction to Social Psychology	3
PSY 225	Psychology of Human Sexuality	3
PSY 226	Psychology of Women	3
SOC 114	Marriage, Family, and Intimate Relations	3
SOC 118	Minorities in America	3
SOC 201	Introduction to Sociology	3
SOC 201H	Introduction to Sociology - Honors	3
SOC 202	Contemporary Social Problems	3
SOC 220	Introduction to Gender	3
SPCH 150	Intercultural Communication	3

**AREA E. KINESIOLOGY/DANCE (3 units minimum)**

No varsity sports courses may be used.

All students must complete one of the following: three semester units or four quarter units of any KIN activity or DANC activity courses as listed below:

**E1. Dance Activity**

DANC 103	Introduction to Dance	1
DANC 130	Alignment and Correctives	2
DANC 158	Beginning Hop-Hop Dance Techniques	1
DANC 159	Beginning Tap	1
DANC 160	Jazz Dance Techniques	1
DANC 161	Beginning Modern Dance	1
DANC 162	Beginning Ballet	1
DANC 172	Composition in Group Forms	2
DANC 258	Intermediate Hip-Hop Dance	1
DANC 259	Intermediate Tap I	1
DANC 260	Intermediate Jazz Dance I	1
DANC 261	Intermediate Modern Dance I	1
DANC 262	Intermediate Ballet I	1
DANC 263A	Dance for Musical Theatre - Beginning	4
DANC 263B	Dance for Musical Theatre- Intermediate	4
DANC 264	Beginning Popular Dance Techniques	4
DANC 265A	Musical Staging: Rehearsal and Performance - Beginning	2
DANC 265B	Musical Staging: Rehearsal and Performance- Intermediate	2
DANC 266	Pop Dance: Rehearsal and Performance - Beginning	2
DANC 269	Intermediate Tap II	1
DANC 270	Intermediate Jazz Dance II	1

DANC 271	Intermediate Modern Dance II	1
DANC 272	Intermediate Ballet II	1
DANC 279	Advanced Tap I	1
DANC 281	Advanced Jazz Dance I	1
DANC 284	Intermediate Popular Dance Techniques	4
DANC 292	Advanced Ballet I	1
DANC 296	Pop Dance: Rehearsal and Performance-Intermediate	2
<b>E2. Fitness/Health Science</b>		
KIN 100	Introduction to Kinesiology	3
KIN 170	Fitness for Life	3
KIN 171	Health Science	3
KIN 171H	Health Science - Honors	3
KIN 173	Nutrition for Fitness	3
<b>E3. Kinesiology Activity</b>		
KIN 101	Badminton	1
KIN 103	Golf	1
KIN 104	Self-Defense and Personal Safety	1
KIN 108	Tennis	1
KIN 116	Yoga	1
KIN 117	Yoga II	1
KIN 130	Basketball	1
KIN 133	Soccer	1
KIN 134	Softball	1
KIN 135	Volleyball	1
KIN 142	Swimming - Beginning	1
KIN 143	Swimming - Intermediate/Advanced	1
KIN 145	Strength Training, Balance and Agility	1
KIN 146	Water Exercise	1
KIN 147	Swimming for Cardiovascular Improvement	1
KIN 148	Adapted Aquatic Exercises	1
KIN 150	Adapted Physical Education	1
KIN 151	Body Conditioning	1
KIN 152	Weight Training	1
KIN 153	Walking/Jogging	1
KIN 159	Cardiovascular Training	1

- Bakersfield
- Channel Islands
- Chico
- Dominguez Hills
- East Bay
- Fresno
- Fullerton
- 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

## CSUGE Requirements

General Education (GE) consists of courses selected from a variety of disciplines, intended to provide a well-rounded education. Completing a GE pattern is one of the recommended components for transfer to any CSU. Other transfer components include grade point average and preparation for the major coursework. Please visit the Transfer Center or Counseling office to obtain all the requirements for transfer to a CSU.

**GOLDEN FOUR:** Areas A1, A2, A3 and B4 are required for admission into any CSU. P/NP grades are not recommended in these areas, as many CSU campuses require letter grades of "C" or better for graduation.

Minimum admission eligibility for upper division transfer applicant:

1. Completion of at least 60 transferable units with a minimum GPA of 2.0;
2. Within total units completed, completion of a minimum of 30 lower division units of General Education/Breadth; and
3. Completion of areas A1, A2, A3 and B4 with a grade of "C" or better.

Students are encouraged to see a counselor or advisor by appointment to discuss transfer and the CSU-GE Breadth option as part of a student educational plan.

## AREA A: English Language, Communication and Critical Thinking

Complete one course in each category for a total 9 semester/12 quarter units.

### A1. Oral Communication

SPCH 100	Interpersonal Communication
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3

## General Education Requirements for Transfer to CSU (CSUGE): Option II

### California State University

The California State University (CSU) is the nation's largest university system, with 23 campuses located across the state, from Humboldt in the north to San Diego in the south.

While part of the CSU system, each campus has a unique identity. CSU campuses have distinct student populations and programs. Many of their programs are offered in the late afternoon and evenings for students who work during the day.

The 23 CSU campuses are:

SPCH 101	Public Address	3
SPCH 101H	Public Address - Honors	3
SPCH 103	Argumentation and Debate	3
SPCH 106	Small Group Communication	3
<b>A2. Written Communication</b>		
ENGL 101	Reading and Composition	3
ENGL 101H	Reading and Composition - Honors	3
ENGL 102	Introduction to Literature	3
ESL 101	Reading and Composition	3
<b>A3. Critical Thinking</b>		
ENGL 103	Composition and Critical Thinking	3
ENGL 103H	Composition and Critical Thinking - Honors	3
ENGL 104	Argumentative Writing and Critical Thinking	3
PHIL 110	Philosophy/Logic	3
PHIL 210	Symbolic Logic	3
SPCH 103	Argumentation and Debate	3

## AREA B: Scientific Inquiry and Quantitative Reasoning

No fewer than 9 semester/12 quarter units. One course from biological sciences, physical sciences and mathematics. At least one science course must be a laboratory course: (Lab).

### B1. Physical Sciences

ASTR 115	Planetary Astronomy	3
ASTR 115H	Planetary Astronomy - Honors	3
ASTR 116	Stellar Astronomy (Lab)	4
ASTR 117	Life In The Universe	3
CHEM 103	College Chemistry (Lab)	5
CHEM 104	College Chemistry (Lab)	5
CHEM 110	Beginning General Chemistry (Lab)	5
CHEM 111	General Chemistry (Lab)	5
CHEM 112	General Chemistry (Lab)	5
CHEM 210	Organic Chemistry A	3
CHEM 220	Organic Chemistry B	3
ESCI 106	Earth and Space Science for Educators (Lab)	4
ESCI 119	Physical Geology without Laboratory	3
ESCI 120	Physical Geology (Lab)	4
ESCI 122	Earth History	3
ESCI 124	Natural Disasters	3
ESCI 130	Physical Oceanography	3
GEOG 118	Physical Geography	3
PHYS 110	Physics in Everyday Life (Lab)	4
PHYS 111	College Physics A (Lab)	4
PHYS 112	College Physics B (Lab)	4
PHYS 201	Physics A: Mechanics (Lab)	5
PHYS 202	Physics B: Thermodynamics and Electromagnetism (Lab)	5
PHYS 203	Physics C: Waves, Optics & Modern Physics (Lab)	5

### B2. Biological Sciences

ANTH 212	Introduction to Physical Anthropology	3
ANTH 212L	Introduction to Physical Anthropology Lab (Lab, must be taken with ANTH 212))	1

BIOL 102	Human Genetics	3
BIOL 104	Biology: Contemporary Topics	3
BIOL 105	General Biology (Lab)	4
BIOL 105H	General Biology - Honors (Lab)	4
BIOL 109	Biology for Educators (Lab)	4
BIOL 124	Molecular and Cellular Biology (Lab)	5
BIOL 125	Evolution, Ecology & Biodiversity (Lab)	5
BIOL 145	Environmental Science	3
BIOL 200	Human Anatomy (Lab)	4
BIOL 201	Human Physiology (Lab)	4
BIOL 220	Microbiology (Lab)	5
PSY 102	Psychobiology	3
<b>B4. Mathematics/Quantitative Reasoning</b>		
MATH 151	Plane Trigonometry	4
MATH 160	Survey of Mathematics	4
MATH 162	Introductory Mathematical Analysis	4
MATH 165	Introductory Statistics	4
MATH 168	Mathematics for Elementary Teachers I	4
MATH 170	College Algebra	4
MATH 175	Pre-Calculus	5
MATH 190	Calculus with Analytic Geometry I	4
MATH 191	Calculus with Analytic Geometry II	5
MATH 210	Calculus with Analytic Geometry III	5
MATH 211	Differential Equations	5
MATH 212	Introduction to Linear Algebra	4
PSY 103	Statistics for the Social and Behavioral Sciences	3

## AREA C: Arts and Humanities

No fewer than 9 semester/12 quarter units. Choose one course from arts and one from humanities, plus one additional course in either arts or humanities.

### C1. Arts

ARCH 250	History of Architecture: Prehistory to Mannerism	3
ARCH 251	History of Architecture: Baroque to the Present Day	3
ART 100	Art History and Appreciation - Fundamentals	3
ART 100A	Survey of Western Art from Prehistory through the Middle Ages	3
ART 100B	Survey of Western Art from Renaissance to Contemporary	3
ART 101	Art History and Appreciation-Ancient	3
ART 102	Art History and Appreciation - Medieval	3
ART 103	Art History and Appreciation - Renaissance to Rococo	3
ART 104	Art History and Appreciation - 19th Century Art	3
ART 105	Art History and Appreciation - Early 20th Century Art	3
ART 110	Introduction to the Visual Arts	3
ART 111	Beginning Drawing	3
ART 112	Intermediate Drawing	3
ART 130	Beginning Painting	3
ART 140	Beginning Ceramics	3
ART 199	Motion Picture Appreciation	3

ART 206	History of Latin American Art	3	HIST 108	History of the United States since 1877	3
ART 207	History of Asian Art	3	HIST 108H	History of the United States since 1877 - Honors	3
COMM 136	Cultural History of American Films	3	HIST 130	Latin American Culture and Civilization	3
DANC 102	History of Dance	3	HIST 131	History of Latin America to 1825	3
MUSE 109	Music Appreciation	3	HIST 132	History of Modern Latin America	3
MUSE 110	History of Music I	3	HIST 140	History of the American West	3
MUSE 111	History of Music II	3	HUM 101	Humanities - Prehistory through the Medieval Period	3
MUSE 112	History of Jazz	3	HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	3
MUSE 113	History of Rock and Roll	3	HUM 102	Humanities from the Renaissance through the 19th Century	3
MUSE 114	Introduction to American Music	3	HUM 110	Humanities in the Modern Period	3
THEA 101	Introduction to Theatre Arts	3	HUM 115	Multi-Cultural Mythologies	3
THEA 200	The Art of the Theatre	3	HUM 120	British Civilization	3
THEA 201	Stage Acting I - Beginning	3	HUM 123	Introduction to Peace Studies - Saving Civilization	3
THEA 202	Stage Acting II - Intermediate	3	HUM 127	Spanish Civilization	3
<b>C2. Humanities</b>					
ARCH 250	History of Architecture: Prehistory to Mannerism	3	JPN 101	Japanese I	5
ARCH 251	History of Architecture: Baroque to the Present Day	3	JPN 102	Japanese II	5
CHIN 101	Chinese I	5	PHIL 101	Great Religions of the World	3
CHIN 102	Chinese II	5	PHIL 106	Introduction to Philosophy	3
COMM 200	Visual Communications	3	PHIL 106H	Introduction to Philosophy - Honors	3
ENGL 102	Introduction to Literature	3	PHIL 108	Philosophy - Ethics	3
ENGL 120	Introduction to Women's Literature	3	PHIL 130	History of Ancient Philosophy	3
ENGL 213	Horror Literature	3	PHIL 131	History of Modern Philosophy	3
ENGL 213H	Horror Literature - Honors	3	PHIL 140	Philosophy of Religion	3
ENGL 216	American Latino Literature	3	SPAN 101	Spanish I	5
ENGL 251	Introduction to English Literature I	3	SPAN 102	Spanish II	5
ENGL 252	Introduction to English Literature II	3	SPAN 127	Spanish Civilization	3
ENGL 261	Introduction to U.S. American Literature I	3	SPAN 130	Latin American Culture and Civilization	3
ENGL 262	Introduction to U. S. American Literature II	3	SPAN 201	Spanish III	5
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3	SPAN 202	Spanish IV	5
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3	SPAN 210	Intermediate Spanish for Spanish Speakers I	5
ENGL 290	Ethnic Voices in Film	3	SPAN 211	Intermediate Spanish for Spanish Speakers II	5
ENGL 291	Film as Literature	3	<b>AREA D: Social, Political and Economic Institutions and Behavior; Historical Background.</b>		
ENGL 291H	Film as Literature - Honors	3	No fewer than 9 semester/12 quarter units from at least two different disciplines.		
ENGL 293	Children's Literature	3	AJ 101	Introduction to the Administration of Justice	3
ENGL 293H	Children's Literature - Honors	3	AJ 102	Concepts of Criminal Law	3
ENGL 294	Introduction to Shakespeare	3	ANTH 210	Introduction to Cultural Anthropology	3
ENGL 298	Literature of the Bible	3	ANTH 210H	Introduction to Cultural Anthropology - Honors	3
FREN 101	French I	5	ANTH 212	Introduction to Physical Anthropology	3
FREN 102	French II	5	ANTH 216	Sex and Gender in Cross Cultural Perspectives	3
GER 101	German I	5	ANTH 220	Introduction to Archaeology	3
GER 102	German II	5	ANTH 222	Introduction to Linguistic Anthropology	3
GER 201	German III	5	ANTH 224	Anthropology of Religion, Magic, and Witchcraft	3
GER 202	German IV	5	CHLD 110	Early Childhood Development	3
HIST 103	History of World Civilization up to 1500 C.E.	3	CHLD 111	Child Development Youth - Adolescence	3
HIST 103H	History of World Civilization up to 1500 C.E./ Honors	3	CHLD 114	Home-Child-Community Relations	3
HIST 104	History of World Civilization since 1500	3			
HIST 107	History of the United States before 1877	3			
HIST 107H	History of the United States before 1877 - Honors	3			

COMM 100	Mass Media and Society	3
ECON 100	Survey of Economics	3
ECON 101	Principles of Macroeconomics	3
ECON 101H	Principles of Macroeconomics - Honors	3
ECON 102	Principles of Microeconomics	3
ETHN 101	Introduction to Ethnic Studies	3
ETHN 116	Introduction to Chicano/Latino Studies	3
GEOG 102	Cultural Geography	3
HIST 103	History of World Civilization up to 1500 C.E.	3
HIST 103H	History of World Civilization up to 1500 C.E./ Honors	3
HIST 104	History of World Civilization since 1500	3
HIST 107	History of the United States before 1877	3
HIST 107H	History of the United States before 1877 - Honors	3
HIST 108	History of the United States since 1877	3
HIST 108H	History of the United States since 1877 - Honors	3
HIST 109	The World in Conflict - The 20th Century, a History	3
HIST 111	History of the African-Americans to 1876	3
HIST 112	History of the African-Americans since 1876	3
HIST 130	Latin American Culture and Civilization	3
HIST 131	History of Latin America to 1825	3
HIST 132	History of Modern Latin America	3
HIST 139	History of California	3
HIST 140	History of the American West	3
HIST 145	History of Mexico	3
HIST 155	History of the Vietnam War	3
HIST 222	History of World War II	3
HUM 120	British Civilization	3
HUM 127	Spanish Civilization	3
POLI 103	American Government and Politics	3
POLI 103H	American Government and Politics - Honors	3
POLI 104	Introduction to Political Science	3
POLI 105	Comparative Politics	3
POLI 108	Political Theory	3
POLI 116	International Relations	3
PSY 101	Introduction to Psychology	3
PSY 101H	Introduction to Psychology - Honors	3
PSY 110	Psychology of Religion	3
PSY 203	Research Methods in Psychology	4
PSY 205	Developmental Psychology	3
PSY 206	Child Growth and Development	3
PSY 212	Psychological Disorders	3
PSY 220	Introduction to Social Psychology	3
PSY 225	Psychology of Human Sexuality	3
PSY 226	Psychology of Women	3
SOC 114	Marriage, Family, and Intimate Relations	3
SOC 118	Minorities in America	3
SOC 201	Introduction to Sociology	3
SOC 201H	Introduction to Sociology - Honors	3
SOC 202	Contemporary Social Problems	3
SOC 220	Introduction to Gender	3

SPAN 127	Spanish Civilization	3
SPAN 130	Latin American Culture and Civilization	3

## AREA E: Lifelong Understanding

No fewer than 3 semester/4 quarter units.

BIOL 116	HIV and AIDS: Insights and Implications	3
BUS 146	Personal Finance	3
COUN 145	Career/Life Planning	3
COUN 160	Strategies for College Success	3
COUN 161	Higher Education Transitional Skills for Student Veterans/Families	3
KIN 100	Introduction to Kinesiology	3
KIN 170	Fitness for Life	3
KIN 171	Health Science	3
KIN 171H	Health Science - Honors	3
KIN 173	Nutrition for Fitness	3
LEAD 103	Foundations of Leadership	3
PSY 206	Child Growth and Development	3
PSY 213	Survey of Drug and Alcohol Use in Society	3
PSY 225	Psychology of Human Sexuality	3
SOC 114	Marriage, Family, and Intimate Relations	3

## CSU History, Constitution & American Ideals

This is a CSU Baccalaureate requirement and not part of CSU certification. Students may complete the following courses prior to transferring. (The CSU system will not award a degree until the U.S. History and American Institutions requirement are fulfilled.)

### Group A. U.S. History

HIST 107	History of the United States before 1877	3
HIST 107H	History of the United States before 1877 - Honors	3
HIST 108	History of the United States since 1877	3
HIST 108H	History of the United States since 1877 - Honors	3
HIST 111	History of the African-Americans to 1876	3
HIST 112	History of the African-Americans since 1876	3

### Group B. American Institutions

POLI 103	American Government and Politics	3
POLI 103H	American Government and Politics - Honors	3

## General Education Requirements for Transfer to CSU or UC (IGETC): Option III

### University of California

The University of California System (UC) consists of 10 campuses:

- Berkeley
- Davis
- Irvine
- Los Angeles



- Merced
- Riverside
- San Diego
- San Francisco (Medical Center)
- Santa Barbara
- Santa Cruz

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

Articulation agreements between California Community Colleges and individual UC campuses can be found on the Assist website (<http://www.assist.org>). Articulation agreements can help identify courses to select for course transferability, major preparation and general education requirements.

Many UC campuses offer individual admission agreements that guarantee students space on campus or in a particular major, provided they complete specific academic requirements while at a community college. Citrus College has Transfer Admission Guarantees (TAGs) with Davis, Irvine, Merced, Riverside, Santa Barbara and Santa Cruz. Students are urged to secure UC admission by submitting a TAG during the TAG application filing period, September 1 - 30. TAG criteria can be found at [www.universityofcalifornia.edu/admissions/transfer/index.html](http://www.universityofcalifornia.edu/admissions/transfer/index.html) (<http://www.universityofcalifornia.edu/admissions/transfer>).

## Transfer Eligibility Requirements

The UC considers a student a transfer applicant if they are enrolled in a regular session at a college or university after high school, not including summer session. The student's college record cannot be disregarded; they cannot apply as a freshman. A maximum of 70 semester units of transferable credit will be accepted for courses completed at a community college.

The UC gives junior-level community college students first priority over other transfer applicants, including those from four-year institutions and UC's own intercampus transfer students.

## Junior-Level Transfer

To be considered for UC admission as a junior, you must fulfill both of the following:

1. Complete 60 semester (90 quarter) units of transferable college credit with a GPA of at least 2.4 (2.8 if you're a nonresident). No more than 14 semester (21 quarter) units may be taken Pass/No Pass.
2. Complete the following course pattern requirements, 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

Each course in this pattern must be worth at least three semester units and you must earn a grade of C or better in each course. For information about which community college courses are UC transferable and which

are approved for UC Transfer Admissions Eligibility, visit [www.assist.org](http://www.assist.org) (<http://www.assist.org>).

## Lower-Division Transfer

While all UC campuses welcome a large pool of junior-level transfers, most admit only a limited number of lower-division students:

- If you were eligible for admission to UC when you graduated from high school – meaning you satisfied the subject, examination and scholarship requirements or were identified by UC during your senior year as Eligible in the Local Context (ELC) and completed the subject and examination requirements in your senior year – you are eligible for transfer if you have a 2.0 GPA in your transferable college course work (2.8 GPA for non-residents).
- If you met the scholarship requirement in high school, but did not satisfy the 15-course subject requirement, you must take transferable college courses in the missing subjects, earn a C or better in each required course and have an overall 2.0 GPA in all transferable coursework to be eligible to transfer (a 2.8 GPA is required for non-residents).

## Nonresidents

The minimum admission requirements for nonresidents are very similar to those for residents. Non-California residents must consult with the admissions office at one of the UC campuses for details. In all cases, however, nonresidents must have a grade point average of 2.8 or higher in all transferable college coursework.

## IGETC Requirements

Completion of all the requirements in the Intersegmental General Education Transfer Curriculum (IGETC) will permit you to transfer from a community college to a campus in either the California State University (CSU) or the University of California (UC) system without the need, after transfer, to take additional lower division, general education courses to satisfy campus general education requirements. Completion of IGETC does not guarantee admission, nor is it required for admission.

The IGETC is not advisable for all transfer students. If you are pursuing a major that requires extensive lower-division preparation you may be better served by taking courses which fulfill the CSU General Education-Breadth requirements or those of the UC campus or college to which you plan to transfer. Majors may include, but are NOT LIMITED to:

- Engineering,
- Business Administration,
- Computer Science,
- Pre-professional Schools and Sciences.

**Certification:** Be sure to request certification when requesting transcripts be sent to your choice of university or college. All courses MUST be completed with grades of "C" or better. Please consult with a counselor or advisor regarding the use of courses from other colleges or universities. Students who choose to use the IGETC pattern are expected to complete all of the requirements of the pattern before transferring to a UC or CSU campus. However, if a student is unable to complete one or two IGETC courses he/she may be eligible for partial certification. Students should consult with a counselor or advisor for details regarding this option.

## AREA 1: English Composition

If you plan to attend a CSU choose three courses, one from each group.

If you plan to attend UC, choose two courses, one from Group A and one from Group B.

### Group 1A: English Composition

One course, 3 semester/4 quarter units.

ENGL 101	Reading and Composition	3
ENGL 101H	Reading and Composition - Honors	3
ENGL 102	Introduction to Literature	3

### Group 1B: Critical Thinking/English Comp

One course, 3 semester/4 quarter units

ENGL 103	Composition and Critical Thinking	3
ENGL 103H	Composition and Critical Thinking - Honors	3
ENGL 104	Argumentative Writing and Critical Thinking	3

### Group 1C: Oral Communication (CSU Only)

SPCH 101	Public Address	3
SPCH 101H	Public Address - Honors	3
SPCH 103	Argumentation and Debate	3

## AREA 2: Mathematical Concepts and Quantitative Reasoning

One course, or 3 semester/4 quarter units.

MATH 162	Introductory Mathematical Analysis	4
MATH 165	Introductory Statistics	4
MATH 170	College Algebra	4
MATH 175	Pre-Calculus	5
MATH 190	Calculus with Analytic Geometry I	4
MATH 191	Calculus with Analytic Geometry II	5
MATH 210	Calculus with Analytic Geometry III	5
MATH 211	Differential Equations	5
MATH 212	Introduction to Linear Algebra	4
PSY 103	Statistics for the Social and Behavioral Sciences	3
PSY 203	Research Methods in Psychology	4

## AREA 3: Arts & Humanities

Three courses, 9 semester/12 quarter units. One course MUST be from Group 3A and one from Group 3B.

### Group 3A: Art

ARCH 250	History of Architecture: Prehistory to Mannerism	3
ARCH 251	History of Architecture: Baroque to the Present Day	3
ART 100	Art History and Appreciation - Fundamentals	3
ART 100A	Survey of Western Art from Prehistory through the Middle Ages	3
ART 100B	Survey of Western Art from Renaissance to Contemporary	3
ART 101	Art History and Appreciation-Ancient	3
ART 102	Art History and Appreciation - Medieval	3
ART 103	Art History and Appreciation - Renaissance to Rococo	3

ART 104	Art History and Appreciation - 19th Century Art	3
ART 105	Art History and Appreciation - Early 20th Century Art	3
ART 110	Introduction to the Visual Arts	3
ART 199	Motion Picture Appreciation	3
ART 206	History of Latin American Art	3
ART 207	History of Asian Art	3
COMM 136	Cultural History of American Films	3
DANC 102	History of Dance	3
MUSE 109	Music Appreciation	3
MUSE 110	History of Music I	3
MUSE 111	History of Music II	3
MUSE 112	History of Jazz	3
MUSE 113	History of Rock and Roll	3
MUSE 114	Introduction to American Music	3
THEA 101	Introduction to Theatre Arts	3
THEA 200	The Art of the Theatre	3
<b>Group 3B: Humanities</b>		
ARCH 250	History of Architecture: Prehistory to Mannerism	3
ARCH 251	History of Architecture: Baroque to the Present Day	3
CHIN 102	Chinese II	5
ENGL 102	Introduction to Literature	3
ENGL 120	Introduction to Women's Literature	3
ENGL 213	Horror Literature	3
ENGL 213H	Horror Literature - Honors	3
ENGL 216	American Latino Literature	3
ENGL 251	Introduction to English Literature I	3
ENGL 252	Introduction to English Literature II	3
ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U. S. American Literature II	3
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3
ENGL 291	Film as Literature	3
ENGL 291H	Film as Literature - Honors	3
ENGL 293	Children's Literature	3
ENGL 293H	Children's Literature - Honors	3
ENGL 294	Introduction to Shakespeare	3
ENGL 298	Literature of the Bible	3
FREN 102	French II	5
GER 102	German II	5
GER 201	German III	5
GER 202	German IV	5
HIST 103	History of World Civilization up to 1500 C.E.	3
HIST 103H	History of World Civilization up to 1500 C.E./ Honors	3
HIST 104	History of World Civilization since 1500	3
HIST 107	History of the United States before 1877	3
HIST 107H	History of the United States before 1877 - Honors	3
HIST 108	History of the United States since 1877	3
HIST 108H	History of the United States since 1877 - Honors	3

HIST 130	Latin American Culture and Civilization	3	HIST 107	History of the United States before 1877	3
HIST 140	History of the American West	3	HIST 107H	History of the United States before 1877 - Honors	3
HUM 101	Humanities - Prehistory through the Medieval Period	3	HIST 108	History of the United States since 1877	3
HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	3	HIST 108H	History of the United States since 1877 - Honors	3
HUM 102	Humanities from the Renaissance through the 19th Century	3	HIST 109	The World in Conflict - The 20th Century, a History	3
HUM 110	Humanities in the Modern Period	3	HIST 111	History of the African-Americans to 1876	3
HUM 115	Multi-Cultural Mythologies	3	HIST 112	History of the African-Americans since 1876	3
HUM 120	British Civilization	3	HIST 130	Latin American Culture and Civilization	3
HUM 123	Introduction to Peace Studies - Saving Civilization	3	HIST 131	History of Latin America to 1825	3
HUM 127	Spanish Civilization	3	HIST 132	History of Modern Latin America	3
JPN 102	Japanese II	5	HIST 139	History of California	3
PHIL 101	Great Religions of the World	3	HIST 145	History of Mexico	3
PHIL 106	Introduction to Philosophy	3	HIST 155	History of the Vietnam War	3
PHIL 106H	Introduction to Philosophy - Honors	3	HIST 222	History of World War II	3
PHIL 108	Philosophy - Ethics	3	HUM 120	British Civilization	3
PHIL 130	History of Ancient Philosophy	3	HUM 127	Spanish Civilization	3
PHIL 131	History of Modern Philosophy	3	POLI 103	American Government and Politics	3
PHIL 140	Philosophy of Religion	3	POLI 103H	American Government and Politics - Honors	3
SPAN 102	Spanish II	5	POLI 104	Introduction to Political Science	3
SPAN 127	Spanish Civilization	3	POLI 105	Comparative Politics	3
SPAN 130	Latin American Culture and Civilization	3	POLI 108	Political Theory	3
SPAN 201	Spanish III	5	POLI 116	International Relations	3
SPAN 202	Spanish IV	5	PSY 101	Introduction to Psychology	3
SPAN 210	Intermediate Spanish for Spanish Speakers I	5	PSY 101H	Introduction to Psychology - Honors	3
SPAN 211	Intermediate Spanish for Spanish Speakers II	5	PSY 110	Psychology of Religion	3
			PSY 203	Research Methods in Psychology	4
			PSY 205	Developmental Psychology	3
			PSY 206	Child Growth and Development	3
			PSY 212	Psychological Disorders	3
			PSY 220	Introduction to Social Psychology	3
			PSY 225	Psychology of Human Sexuality	3
			PSY 226	Psychology of Women	3
			SOC 114	Marriage, Family, and Intimate Relations	3
			SOC 118	Minorities in America	3
			SOC 201	Introduction to Sociology	3
			SOC 201H	Introduction to Sociology - Honors	3
			SOC 202	Contemporary Social Problems	3
			SOC 220	Introduction to Gender	3
			SPAN 127	Spanish Civilization	3
			SPAN 130	Latin American Culture and Civilization	3

## AREA 4: Social and Behavioral Sciences

9 semester/12 quarter units.

At least three courses from two disciplines.

AJ 101	Introduction to the Administration of Justice	3
AJ 102	Concepts of Criminal Law	3
ANTH 210	Introduction to Cultural Anthropology	3
ANTH 210H	Introduction to Cultural Anthropology - Honors	3
ANTH 216	Sex and Gender in Cross Cultural Perspectives	3
ANTH 220	Introduction to Archaeology	3
ANTH 222	Introduction to Linguistic Anthropology	3
ANTH 224	Anthropology of Religion, Magic, and Witchcraft	3
COMM 100	Mass Media and Society	3
ECON 100	Survey of Economics	3
ECON 101	Principles of Macroeconomics	3
ECON 101H	Principles of Macroeconomics - Honors	3
ECON 102	Principles of Microeconomics	3
ETHN 101	Introduction to Ethnic Studies	3
ETHN 116	Introduction to Chicano/Latino Studies	3
GEOG 102	Cultural Geography	3
HIST 103	History of World Civilization up to 1500 C.E.	3
HIST 103H	History of World Civilization up to 1500 C.E./ Honors	3
HIST 104	History of World Civilization since 1500	3

## AREA 5: Physical and Biological Sciences

Select two courses (7 semester/9 quarter units), one course from Physical Science and one from Biological Sciences.

At least one must include a lab: (Lab).

### Group 5A: Physical Sciences

ASTR 115	Planetary Astronomy	3
ASTR 115H	Planetary Astronomy - Honors	3
ASTR 116	Stellar Astronomy (Lab)	4
ASTR 117	Life In The Universe	3
CHEM 103	College Chemistry (Lab)	5
CHEM 104	College Chemistry (Lab)	5

CHEM 110	Beginning General Chemistry (Lab)	5
CHEM 111	General Chemistry (Lab)	5
CHEM 112	General Chemistry (Lab)	5
CHEM 202	Organic Chemistry II with Lab	4
CHEM 210	Organic Chemistry A	3
CHEM 220	Organic Chemistry B	3
ESCI 119	Physical Geology without Laboratory	3
ESCI 120	Physical Geology (Lab)	4
ESCI 122	Earth History	3
ESCI 130	Physical Oceanography	3
GEOG 118	Physical Geography	3
PHYS 110	Physics in Everyday Life (Lab)	4
PHYS 111	College Physics A (Lab)	4
PHYS 112	College Physics B (Lab)	4
PHYS 201	Physics A: Mechanics (Lab)	5
PHYS 202	Physics B: Thermodynamics and Electromagnetism (Lab)	5
PHYS 203	Physics C: Waves, Optics & Modern Physics (Lab)	5

**Group 5B: Biological Sciences**

ANTH 212	Introduction to Physical Anthropology	3
ANTH 212L	Introduction to Physical Anthropology Lab (Lab only, must be taken with ANTH 212)	1
BIOL 102	Human Genetics	3
BIOL 104	Biology: Contemporary Topics	3
BIOL 105	General Biology (Lab)	4
BIOL 105H	General Biology - Honors (Lab)	4
BIOL 124	Molecular and Cellular Biology (Lab)	5
BIOL 125	Evolution, Ecology & Biodiversity (Lab)	5
BIOL 145	Environmental Science	3
BIOL 200	Human Anatomy (Lab)	4
BIOL 201	Human Physiology (Lab)	4
BIOL 220	Microbiology (Lab)	5
PSY 102	Psychobiology	3

**Area 6A (UC Only) Languages Other Than English**

Students transferring to UC are required to demonstrate competence (proficiency) in a language other than English, equal to two years of high school study. Competence may be demonstrated through one of the following mechanisms:

1. Completion of two years of high school coursework (US high school or high school in a country where the language instruction is in English) in a language other than English, with a grade of C minus or better in each course. The two years must be in the same language.
2. Complete one of the following Citrus courses with a grade of "C" or better.
  - a. CHIN 101 or higher
  - b. FREN 101 or higher
  - c. GER 101 or higher
  - d. JPN 101 or higher
  - e. SPAN 101 or higher
3. Satisfactory completion of course(s) at a college or university with a grade of C or better in each course.
4. Satisfactory completion, with grades of C or better, of two years of formal schooling at the 6th grade level or higher in an institution where the language of instruction is not English. Appropriate documentation must be presented to substantiate that the required coursework was completed.
5. Achieve a satisfactory score on the SAT Subject Test in languages other than English. If the test was taken before May 1995, the first score is the minimum; if the test was taken after May 1995, use the second score.
6. Achieve a score of 3 or better on a College Board Advanced Placement (AP) Examination in a language other than English.
7. Achieve a score of 5 or higher on an International Baccalaureate (IB) Higher Level Examination in a language other than English.

**US History, Constitution and American Ideals****Requirement (CSU Only)**

CSU Graduation Requirement (Not part of IGETC) Select one course from each of the following categories: (6 semester/9 quarter units)

**US Government**

POLI 103	American Government and Politics	3
POLI 103H	American Government and Politics - Honors	3

**US History**

HIST 107	History of the United States before 1877	3
HIST 107H	History of the United States before 1877 - Honors	3
HIST 108	History of the United States since 1877	3
HIST 108H	History of the United States since 1877 - Honors	3
HIST 111	History of the African-Americans to 1876	3
HIST 112	History of the African-Americans since 1876	3

**UC Transfer Unit Limitations**

- No credit for BIOL 104 if taken after BIOL 105 or BIOL 124
- BUS 160 and BUS 161 combined: maximum credit, one course
- ECON 100, ECON 101, ECON 101H, ECON 102 combined: maximum credit, two courses
- MATH 162 and MATH 190 combined: maximum credit, one course
- MATH 165 and PSY 103 combined: maximum credit, one course
- No credit for CHEM 110 if taken after CHEM 103, or CHEM 111
- MATH 170 and MATH 175 combined: maximum credit, one course
- ENGL 101 and ESL 101 combined: maximum credit, one course
- No credit for MATH 175 if taken after MATH 162
- No credit for PHYS 110 if taken after PHYS 111 or PHYS 201
- PHYS 111, PHYS 112 and PHYS 201, PHYS 202, PHYS 203 combined: maximum credit, one series
- SPAN 201 and SPAN 210 combined: maximum credit, one course
- Maximum units combined of any KIN activity classes is 4 units

## Associate Degrees

### Associate Degrees for Transfer (ADT)

Citrus College offers Associate Degrees for Transfer (ADTs) as well as Associate Degrees in Arts and in Science (AA or AS).

The Student Transfer Achievement Reform Act (Senate Bill 1440, now codified in California Education Code sections 66746-66749) guarantees admission to the California State University (CSU) system for any community college student who completes an "associate degree for transfer," or "ADT," a newly established variation of the associate degrees traditionally offered at a California community college.

The Associate in Arts for Transfer (AA-T) or the Associate in Science for Transfer (AS-T) is intended for students who plan to complete a bachelor's degree in a similar major at a CSU campus. Students completing these degrees (AA-T or AS-T) are guaranteed admission to the CSU system, but not to a particular campus or major.

### Requirements for Associate Degrees for Transfer are as follows:

1. Students must complete a minimum of 60 required semester units of CSU transferable coursework.
2. While the minimum grade point average (GPA) is at least 2.0 in all CSU-transferable course work for admission to the CSU system, some majors may require a higher GPA. Please consult with a counselor for more information.
3. All courses in the major must be completed with a grade of C or better.
4. Completion of one of the following General Education Requirements:
  - a. Option II: 39 units as stipulated by the CSU general education certification requirements, outlined on pages 71-72.
  - or
  - b. Option III: 34 units as stipulated by the completion of the IGETC pattern, outlined on pages 75-76. Note that Option I available for A.A. and A.S degrees is not available for AD-T degrees.
5. No additional competency and local area requirements.

Students transferring to a CSU campus that does accept the AA-T or AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree (unless the major is a designated "high-unit" major). The AA-T or AS-T degree may not be the best option for students intending to transfer to a particular CSU campus or to a university or college that is not part of the CSU system. Students should consult with a counselor when planning to complete the degree in order to receive more information on university admission and transfer requirements.

### Associate Degrees for Transfer (ADTs)

- Administration of Justice (p. 89)
- Art History (p. 295)
- Biology (p. 114)
- Business Administration (p. 119)
- Communication Studies (p. 136)
- Early Childhood Education (p. 128)
- Elementary Teacher Education (p. 129)
- English (p. 169)

- History (p. 184)
- Journalism (p. 136)
- Kinesiology (p. 197)
- Mathematics (p. 208)
- Physics (p. 250)
- Political Science (p. 253)
- Psychology (p. 256)
- Sociology (p. 273)
- Spanish (p. 177)
- Studio Arts (p. 296)
- Theatre Arts (p. 283)

### Associate Degrees (AA/AS)

#### Associate in Arts Degrees (AA)

- Dance (p. 148)
- English Literature (p. 168)
- Language Arts (p. 209)
- Liberal Arts - Humanities (p. 210)
- Music (p. 230)
- Social Sciences (p. 212)
- Theatre Arts (p. 282)
- Theatre Arts - Acting Emphasis (p. 283)
- Visual Arts (p. 293)

#### Associate in Science Degrees (AS)

- Automotive Technology (p. 105)
- Biological Sciences (p. 112)
- Biotechnology (p. 115)
- Business (p. 119)
- Child Development (p. 128)
- Correctional Science (p. 88)
- Cosmetology (p. 141)
- Criminal Justice (p. 89)
- Dental Assisting (p. 152)
- Design and Engineering Drawing Technology (p. 154)
- Digital and Web Design (p. 294)
- Emergency Management and Homeland Security (p. 161)
- Kinesiology (p. 203)
- Medium and Heavy Diesel Truck Technology (p. 105)
- Photography (p. 294)
- Physical Science (p. 213)
- Pre-Allied Health (p. 113)
- Pre-Engineering (p. 163)
- Public Works (p. 259)
- Recording Technology (p. 265)
- Registered Nursing (p. 269)
- Vocational Nursing (p. 301)
- Water Technology (p. 304)

## Recommended Programs of Study for Unavailable Areas

Although not all areas of study are offered, students interested in the following areas of study for transfer are encouraged to select a program of study from the recommended majors list for the associate degree and to meet with a counselor to select courses in keeping with that transfer area of study.

<b>Study Area</b>	<b>Recommended Programs of Study</b>
Animal Science	Biological Sciences
Biochemistry	Biological Sciences, Biotechnology, Physical Sciences
Chemistry	Physical Science
Computer Information Systems	Business, Business Administration (AD-T)
Computer Science	Mathematics (AD-T), Physics (AD-T)
Economics	Business, Mathematics (AD-T)
Engineering	Mathematics (AD-T), Physics (AD-T), Pre-Engineering
Environmental Science	Biological Sciences, Physical Science
Ethnic Studies: Latino Studies, African American Studies, Women's Studies	Social Sciences, Sociology (AD-T)
Foreign Languages: Chinese, German, Japanese	Language Arts
Forensic Science	Biological Sciences, Physical Science
Health Sciences: BSN, Health Science, Public Health	Biological Sciences, Kinesiology (AD-T), Pre-Allied Health
Humanities	Language Arts, Liberal Arts - Humanities, Social Sciences
International Relations	History (AD-T), Political Science (AD-T), Social Sciences
Nutrition	Biological Sciences, Kinesiology (AD-T), Pre-Allied Health
Philosophy	Liberal Arts - Humanities

## Certificates of Achievement

Citrus College grants certificates of achievement in a variety of career/technical subject areas. These certificates of achievement 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 of achievement, a student must satisfactorily complete 18 units or more in a specific sequence of required courses. The number of units will vary by program; many subject areas require more than 18 units. At least 50 percent of these required courses must be completed at Citrus College. A 2.0 GPA is required.

- Accounting (p. 85)
- Administrative Office Occupations (p. 245)
- Architectural Design (p. 95)
- Audio Recording Technology (p. 266)
- Automotive Maintenance and Light Repair (p. 106)
- Automotive Research and Development (p. 106)
- Automotive Service, Diagnosis, and Repair – Master Technician (p. 107)
- Automotive Service, Diagnosis and Repair – Toyota/Lexus/Scion Technician (p. 107)
- Automotive Service, Diagnosis & Repair – Undercar/Drivetrain Specialist (p. 108)
- Automotive Service, Diagnosis and Repair – Underhood Specialist (p. 108)
- Biomanufacturing (p. 116)
- Business Information Professional (p. 245)
- Ceramics – One Year (p. 296)
- Ceramics – Two Year (p. 297)
- Child Development Master Teacher (p. 130)
- Child Development Master Teacher–Early Intervention (p. 131)
- Child Development Teacher (p. 131)
- Commercial Dance (p. 148)
- Computer Generated Imagery (CGI) (p. 155)
- Computer-Aided Design (CAD) - Architecture and Drafting (p. 155)
- Correctional Science (p. 90)
- Cosmetology (p. 141)
- Criminal Justice (p. 90)
- CSUGE (p. 214)
- Database Administrator (p. 190)
- Dental Assisting (p. 152)
- Digital and Web Design (p. 297)
- Emergency Management and Homeland Security (p. 161)
- Emerging Theatre Technologies (p. 284)
- Esthetician (p. 174)
- Information Technology (p. 190)
- Intersegmental General Education Transfer Curriculum (IGETC) (p. 214)
- Literature (p. 170)
- Medium and Heavy Diesel Truck Service, Diagnosis and Repair Technician (p. 109)
- Photography (p. 298)
- Public Works: Inspection, Supervision and Management (p. 259)

- Public Works: Maintenance Services (p. 260)
- Real Estate (p. 263)
- Vocational Nursing (p. 302)
- Water Technology (p. 304)
- Website Development (p. 191)
- Wildland Resources and Forestry (p. 180)
- Writing Competency (p. 170)

## Skill Awards

Some Citrus College academic programs, 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 17.5 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 course work.

- Child Development Associate Teacher
- Coaching
- Emergency Medical Technician
- Entrepreneurship
- Finance
- Greenscape Maintenance Technology
- Hardscape Maintenance Technology
- Home Health Aide
- Human Resource Management
- Infant and Child Development Associate Teacher
- Maintenance and Light Repair: Undercar
- Maintenance and Light Repair: Underhood
- Marketing
- Microsoft Office
- Nurse Assistant
- Office Clerk
- Personal Trainer
- Principles of Management
- Public Works Inspection
- Public Works Supervision and Management
- QuickBooks
- Real Estate

## Noncredit Certificates of Competency or Completion

Citrus College grants certificates of competency and certificates of completion based on the satisfactory completion of a sequence of noncredit courses. These certificates provide the students an opportunity to gain skills necessary to advance in their career, transition into a new career, transition to credit instruction, or prepare for future academic studies and training. The certificates allow the student to develop individual competencies based upon their personal educational goals and objectives.

Students and community members who are interested in taking noncredit classes are encouraged to call the Noncredit and Community Education office at 626-852-8022 or visit the office, which is located in the Lifelong Learning Center. Noncredit students must apply online (<http://www.citruscollege.edu/ce/apply>) and make an appointment with the noncredit counselor to set up an educational plan. The counselor can be reached at 626-852-6445.

### Noncredit Certificates of Competency or Completion

- English as a Second Language (Beginning) (p. 241)
- English as a Second Language (Intermediate) (p. 241)
- English as a Second Language (Program Completion) (p. 241)
- Heating, Ventilation and Air Conditioning Technician (p. 242)

## Continuing, Noncredit and Community Education

Citrus College Continuing Education offers lifelong personal and professional development opportunities to members of the community. Classes are designed to sharpen professional skills or help students learn new activities they can enjoy in their leisure time. Continuing education classes provide opportunities for learning that enrich the lives of individuals and improve the quality of living in our community.

### Noncredit

Noncredit education supplements 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 tuition free and continues throughout the school year. See Non-Credit (<http://catalog.citruscollege.edu/course-descriptions/nc>) for list of all available courses. All noncredit classes offered are subject to budget and enrollment.

Potential Citrus College students who are undecided about college may begin or continue their college experience with noncredit classes. Counseling services are available from the Counseling and Advisement Department. To schedule an appointment with a noncredit counselor, call (626) 852-6445.

Noncredit education provides English as a Second Language (ESL) classes in the traditional classroom format for limited English speaking students.

Visit the Continuing Education department in the Lifelong Learning Center or call (626) 852-8022 for more information.

## Getting Started: Noncredit Admission and Class Registration

### Step 1: Applying for Noncredit Admission

First-time applicants must create a NEW User Account on the Continuing Education application page (<http://www.citruscollege.edu/ce/apply>) if applying online for the first time. Returning noncredit students who have previously applied online must log in as a RETURNING User.

- Applicants are required to have an email account in order to complete their applications.
- Complete and submit the application.
- Important: Print the acknowledgement page for your records. The acknowledgement page includes your Citrus College Identification Number, which is needed to register for classes and access WingSpan.

### Step 2: Registering for Noncredit Classes

After the application is completed and submitted, wait one hour, then go to WingSpan to register for classes. The Citrus College Identification Number and the PIN used to create the application in Step 1 is needed to access WingSpan.

- Refer to the Noncredit and Community Education class schedule for course listings and additional information. Class schedules are available online (<http://www.citruscollege.edu/ce/apply>).

### Community

Citrus College Community Education offers lifelong personal and professional development learning opportunities to members of the community. Moderately-priced classes, workshops, seminars and activities are available for persons who want to develop their professional skills, start or grow a business, enrich their cultural experiences, their lives and their relationships, or participate in entertainment and recreational activities.

The college also partners with ED2Go/GES Career Training Programs, Career Step, and UGotClass to help students prepare for rewarding careers through online classes.

Customized training is also available for businesses and organizations that have staff development needs.

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.

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 (<http://www.citruscollege.edu/ce>).

## Registering for Fee-Based Community Education Classes

Members of the community who are interested in taking fee-based community education courses must pre-register prior to taking a class. Pre-registration for Community Education classes is mandatory. It secures a student's space in a class, determines if a class will be held or cancelled, and allows students to be notified if a class is cancelled.



All classes are subject to change at the discretion of the Community Education Department.

There are five convenient ways to register for fee-based classes.

1. **Online**

Students may register and view the current selection of classes online (<http://citruscollege.augusoft.net>). Create an account, search for classes, and register. Further information on fee-based class online registration is available on the Community Education webpage under Online Registration Instructions (<http://www.citruscollege.edu/ce/Pages/RegisterinAdvance.aspx>).

2. **Mail**

A registration form is available in the printed class schedule. Please print clearly and provide all of the information requested on the form to ensure quick registration process. Fees can be paid by credit card, check or money order, payable to Citrus College.

Payments can be mailed to:  
Continuing Education Office  
Citrus College  
1000 W. Foothill Blvd.  
Glendora, CA 91741-1885

3. **Phone**

Registration by phone is available, and VISA, MasterCard, and Discover is accepted. Call (626) 852-8022, Monday through Thursday from 8 a.m. to 9 p.m., and Friday from 8 a.m. to 12 p.m.

4. **Fax**

Students may fax their registration form any time, along with a payment from VISA, Master Card or Discover. Complete the registration form found in the printed schedule and fax to (626) 852-8028.

5. **In Person**

Students may register in person at the Continuing Education Office. The office is located in the Lifelong Learning Center, Monday-Thursday from 8 a.m. to 9 p.m., and Friday from 8 a.m. to 12 p.m.

# DISCIPLINES

Citrus College's 55 disciplines cover areas of study from Anthropology to Water Technology. Each discipline area includes related programs of study, courses, faculty and division contact information, and institutional learning outcomes.

The disciplines are grouped together under eight divisions:

## Career, Technical and Continuing Education

Discipline	Subject Code
<b>Continuing Education</b>	
Noncredit and Community Education	NC
<b>Cosmetology</b>	
Cosmetology	COS
<b>Public Services</b>	
Public Works	PUB
Water Technology	WATR
<b>Technology &amp; Engineering</b>	
Architecture	ARCH
Automotive Technology	AUTO and MTRK
Computer Science	CS
Drafting and Design Technology	DRAF
Information Technology and Information Systems	ITIS
Office Technology	OFF

## Counseling

Discipline	Subject Code
Counseling	COUN and DSP&S

## Kinesiology

Discipline	Subject Code
Kinesiology	KIN
Competitive Athletics	KINC

## Language Arts and Library

Discipline	Subject Code
Communications (Journalism)	COMM
English	ENGL
English as a Second Language	ESL
Foreign Languages	CHIN, FREN, GER, JPN and SPAN
Speech Communications	SPCH

## Mathematics and Business

Discipline	Subject Code
Accounting	ACCT
Business	BUS
Engineering	ENGR
Mathematics	MATH
Real Estate	REAL

## Natural, Physical and Health Sciences

Discipline	Subject Code
<b>Natural Sciences</b>	
Biology	BIOL
Biotechnology	BIOT
Natural History	NAT
Forestry (Wildland Resources)	FOR
<b>Physical Sciences</b>	
Astronomy	ASTR
Chemistry	CHEM
Earth Sciences	ESCI
Physics	PHYS
<b>Health Sciences</b>	
Dental Assisting, Registered	DENT
Emergency Management	EMER
Emergency Medical Technician	HEAL
Nursing Assistant	NRS
Registered Nursing	RNRS
Vocational Nursing	VNRS

## Social and Behavioral Sciences

Discipline	Subject Code
<b>Social Sciences</b>	
Economics	ECON
History	HIST
Humanities	HUM
Philosophy	PHIL
Political Science	POLI and GEOG
<b>Behavioral Sciences</b>	
Administration of Justice	AJ
Anthropology	ANTH
Child Development	CHLD
Psychology	PSY and LEAD
Sociology	SOC and ETHN

## Visual and Performing Arts

Discipline	Subject Code
<b>Visual Arts</b>	
Art	ART
Photography	PHTO
<b>Performing Arts</b>	
Dance	DANC
Music	MUSC / MUSE / MUSP
Recording Technology	REC
Theatre	THEA

## About Institutional Learning Outcomes

Institutional outcomes are not limited to students in programs and services, but may apply to the broader community served by the college. Institutional outcomes demonstrate commitment to the college mission (p. 5).

Citrus College fosters a diverse educational community and cultural learning environment that supports student success in the six areas of core competencies adopted by the college in order to assure an informed and ethical citizenry. The six areas of core competency are:

1. Communication;
2. Computation;
3. Creative, critical, and analytical thinking (informational competency);
4. Community/global consciousness and responsibility;
5. Technology;
6. Discipline/subject areas specific content material.

More information on these areas can be found on the General Education and Learning Outcomes page (p. 64).

## **Institutional Outcomes**

The following outcomes are used throughout instructional programs and services, student support services and institutional support.

### **Academic Excellence (General Education)**

Students transferring or completing degrees or certificates from Citrus College must demonstrate effectively assessed learning in the six areas of core competency.

### **Economic Opportunity (Career and Technical Education)**

Participants preparing for employment and/or career advancement demonstrate effectively assessed learning in the six areas of core competency adopted by the college.

### **Foundational Skills for Student Success (Basic Skills)**

Participants engaged in development of foundational skills for student success demonstrate effectively assessed personal achievement in the six areas of core competency adopted by the college.

# COURSE DESCRIPTIONS

## A Guide to Understanding the Course Descriptions

2017-2018 Catalog

### 1 → Dance (DANC)

#### 2 → DANC 266

Pop Dance: Rehearsal and Performance - Beginning

#### 3 → 2 Units (AA/AS; CSU; UC; Citrus GE)

18 lecture hours, 54 lab hours ← 4

#### 5 → Grade Mode: Pass/No Pass, Standard Letter

Prerequisite(s): Audition.

#### 7 → Special rehearsal and public performance above and beyond normal class expectations - beginning level.

### Spanish (SPAN)

SPAN 101

Spanish I

5 Units (AA/AS; CSU; UC; IGETC 6A; CSUGE C2; Citrus GE) ← 8

90 lecture hours

#### 9 → Equivalent to: [SPAN 101H](#)

Grade Mode: Pass/No Pass, Standard Letter

#### 10 → Strongly recommended: [ENGL 099](#) if required by English placement exam or if required by English 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.

### Kinesiology-Comp Athletics (KINC)

KINC 209

Women's Varsity Soccer

3 Units (AA/AS; CSU; UC)

162 lab hours

#### 11 → Equivalent to: KIN 209, PE 209

Grade Mode: Pass/No Pass, Standard Letter

Strongly recommended: Advanced soccer skills to participate in a competitive collegiate experience. Intercollegiate competition in women's varsity soccer. (This course may be taken four times.) ← 12

(p. 63) page. To verify the transfer policies of other colleges and universities, consult a counselor.

9. Courses with equivalent course content. Only one of these courses may be taken for credit.
10. The recommended reading level or skill preparation a student is expected to have in order to succeed in the coursework.
11. If an equivalent course is not underlined, it is no longer offered or active.
12. Number of times a course may be taken for credit.

1. Subject and subject code.
2. Course number -- The course numbering system distinguishes between courses that are degree applicable and those that are not.
  - a. 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.
  - b. Units from credit courses numbered greater than 100 may apply toward the associate degree.
  - c. Non-credit courses (indicated with an NC department designation) are not applicable for financial aid or athletic eligibility and may not be applied towards a degree or any certificate except a certificate of completion.
3. The units of credit that can be earned during a semester.
4. The number of lecture and lab hours per semester or session.
5. If both Pass/No Pass and Standard Letter options are given, the student can choose to take the course to receive a pass/no pass grade instead of a letter grade.
6. Course or condition that must be met to enroll in class. A "co-requisite" or "concurrent enrollment" course must be taken at the same time as the desired course.
7. Course description.
8. Indicates if course is degree applicable (AA/AS), transferable to the California State University or the University of California (CSU, UC), and/or applicable to General Education (GE) requirements. For more information on GE approved courses, see Graduation Requirements

# Accounting

Accounting is the systematic recording, analysis, explanation and interpretation of the financial transactions of a business. Topics covered in the accounting courses offered at Citrus College include basic accounting, financial and managerial accounting principles, income tax accounting, and accounting general ledger software. Accounting courses satisfy general education requirements for an associate degree and lower division transfer. ACCT 101 Financial Accounting and ACCT 102 Managerial Accounting are undergraduate requirements for the Bachelor of Arts degree in Business. Students may earn a certificate of achievement in accounting. The Honors Program includes one course: ACCT 101H Financial Accounting/Honors.

## Faculty

Name	Office Room Number	Phone	Email
Borja, Patrick	LB 205	626-857-4105	pborja@citruscollege.edu
Smolin, Robert	LB 205	626-857-4055	rsmolin@citruscollege.edu

## Contact Information

### Division

Math and Business

### Dean

Michael Wangler

### Administrative Secretary

Cynthia Audelo

### Division Office

CI 208

### Division Phone Number

626-914-8792

### Email

accounting@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/acct>

## Learning Outcomes

This discipline prepares students to do the following:

- Prepare accurate reports for decision-making and regulatory compliance using general ledger software and commonly used office software programs.
- Possess a working knowledge of accounting and business terminology and accounting principles and concepts used in the business environment.

## Courses

### ACCT 100

#### Accounting

4 Units (AA/AS)

72 lecture hours

Grade Mode: Pass/No Pass, Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### ACCT 101

#### Financial Accounting

4 Units (AA/AS; CSU; UC)

72 lecture hours

Equivalent to: ACCT 101H

Grade Mode: Pass/No Pass, Standard Letter

*Strongly recommended: ACCT 100 or high school bookkeeping, or related job experience.*

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.

### ACCT 101H

#### Financial Accounting/Honors

4 Units (AA/AS; CSU; UC)

72 lecture hours

Equivalent to: ACCT 101

Grade Mode: Standard Letter

*Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

*Strongly recommended: ACCT 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.

**ACCT 102****Managerial Accounting****4 Units (AA/AS; CSU; UC)****72 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): ACCT 101 or ACCT 101H.*

This is the study of how managers use accounting information in decision-making, planning, directing operations and controlling. Focuses on cost terms and concepts, cost behavior, cost structure and cost-volume-profit analysis. Includes issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments.

**ACCT 110****Income Tax Accounting****4 Units (AA/AS; CSU)****72 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

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.

**ACCT 115****QuickBooks****2 Units (AA/AS)****36 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

Instruction in QuickBooks, a computerized accounting system for business. Applies basic accounting concepts.

## Programs

### Certificate of Achievement

- Accounting (p. 85)

### Skill Award

- QuickBooks (p. 85)

## Certificate in Accounting

The Accounting Certificate encompasses an area of study which includes basic accounting, financial and managerial accounting principles, income tax accounting and accounting general ledger software. The Accounting Certificate is designed to prepare students for entry level accounting positions as accounting clerks and bookkeepers. The Accounting Certificate courses combine classroom lectures, demonstrations and a wide use of technology to ensure relevant training.

## Requirements

**Required courses:**

ACCT 101	Financial Accounting	4
	or ACCT 101H Financial Accounting/Honors	
ACCT 102	Managerial Accounting	4
ACCT 110	Income Tax Accounting	4
BUS 132	Ethics in Business	3

**Select one (1) of the following courses:**

ITIS 130	Microcomputer Applications I	4
OFF 101	Introduction to Microsoft Office Applications	3.5
OFF 120	Microsoft Excel	3

**Select one (1) of the following courses:**

ACCT 100	Accounting	4
ACCT 115	QuickBooks	2
BUS 130	Introduction to Business	3
BUS 146	Personal Finance	3
BUS 150	Business English	3
BUS 152	Business Communications	3
BUS 160	Business Law and the Legal Environment I	3

Total Units		20-23
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## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Accounting Certificate of Achievement will:

- Prepare accurate reports for decision-making and regulatory compliance using general ledger software and commonly used office software programs.
- Possess a working knowledge of accounting and business terminology and accounting principles and concepts used in the business environment.

## Skill Award in QuickBooks

The ability to utilize QuickBooks is a skill that businesses demand. Along with an understanding of fundamental accounting concepts, the QuickBooks skill award will enhance job prospects for the candidate that completes this program.

**Required courses:**

ACCT 100	Accounting	4
	or ACCT 101H Financial Accounting/Honors	
	or ACCT 101 Financial Accounting	
ACCT 115	QuickBooks	2
BUS 130	Introduction to Business	3
Total Units		9

### Skill Award Level Student Learning Outcomes

- Set up a company's accounting records in QuickBooks using company profiles.
- Prepare financial reports, evaluate the results of a company's operations and communicate the results of reports to others.
- Demonstrate an understanding of accrual basis accounting concepts and the accounting cycle by preparing journal entries, posting to T accounts, preparing an adjusted trial balance and preparing the four financial statements along with closing journal entries.

# Administration of Justice

The Administration of Justice program examines the structure, function, laws, procedures, and decision-making processes of agencies that deal with crime management. Administration of justice courses provide the theoretical background and practical experience necessary for employment and promotion in the criminal justice system and related fields, such as community responders and volunteers. The associate degree for transfer in administration of justice prepares students for upper division studies at four-year institutions. Students may also earn an associate in science degree and/or certificate of achievement in criminal justice or correctional science. Some courses in administration of justice satisfy general education requirements for an associate degree.

## Faculty

Name	Office Room Number	Phone	Email
Provencher, Henry	CI 105	626-852-8081	hprovencher@citruscollege.edu
Woolum, James	CI 106	626-852-8011	jwoolum@citruscollege.edu

## Contact Information

### Division

Social and Behavioral Sciences

### Dean

Dr. Dana Hester

### Administrative Secretary

Gayle Allen

### Division Office

CI 120

### Division Phone Number

626-914-8860

### Email

aj@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/aj>

## Learning Outcomes

This discipline prepares students to do the following:

- Demonstrate an ability to write clearly and accurately about the administration of justice process using appropriate vocabulary.
- Demonstrate critical and analytical thinking about issues in the administration of justice system.
- Demonstrate an ability to evaluate emerging case law and landmark decisions of the courts.
- Demonstrate a comprehension and appreciation of the connections, contributions, experiences, and potential conflicts of various ethnicities, races, and genders as they interact with the criminal justice components.
- Demonstrate an awareness of sciences and emerging technologies as it impacts the administration of justice components.

- Demonstrate an understanding of the administration of justice system and how the student as an individual understands career opportunities in the field as well as individual/community rights and responsibilities.
- Demonstrate an awareness of crime causation, roles of the components of the administration of justice system, and social and economic impact of crime on society.

## Courses

### AJ 101

#### Introduction to the Administration of Justice

**3 Units (AA/AS; CSU; UC; IGETC 4H; Citrus GE; CSUGE D8)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course introduces students to the characteristics of the criminal justice system in the United States. Focus is placed on examining crime measurement, theoretical explanations of crime, responses to crime, components of the system, and current challenges to the system. The course examines the evolution of the principles and approaches utilized by the justice system and the evolving forces which have shaped these principles and approaches. Although justice structure and process is examined in a cross cultural context, emphasis is placed on the U.S. justice system, particularly the structure and function of U.S. police, courts, and corrections. Students are introduced to the origins and development of criminal law, legal process, and sentencing and incarceration policies.

### AJ 102

#### Concepts of Criminal Law

**3 Units (AA/AS; CSU; UC; IGETC 4H; Citrus GE; CSUGE D8)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### AJ 103

#### Legal Aspects of Evidence

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**AJ 105****Criminal Investigation****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**AJ 106****Patrol Procedures****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**AJ 108****Juvenile Procedures****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course is an examination of the origin, development, and organization of the Juvenile Justice System as it evolved in the American Justice System. The course explores the theories that focus on Juvenile Law, courts and processes, and the constitutional protections extended to juveniles administered in the American Justice System.

**AJ 109****Criminal Court Process****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course provides an examination and analysis of due process in criminal proceedings from pre-arrest through trial and appeal utilizing statutory law and state constitutional law precedents.

**AJ 111****Narcotics and Vice Control****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

History, identification, and effects of narcotics. Current narcotic and vice problems. Special emphasis on laws affecting the control of narcotics and vice.

**AJ 112****Community and the Justice System****3 Units (AA/AS; CSU; UC)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course examines the complex, dynamic relationship between communities and the justice system in addressing crime and conflict with an emphasis on the challenges and prospects of administering justice within a diverse multicultural population. Topics may include the consensus and conflicting values in culture, religion, and law.

**AJ 121****Death Investigation****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): AJ 101.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A multimedia examination of the medico-legal investigation of death. Focuses on natural and accidental deaths, suicides, and homicides. Special attention to deaths by gunshot wounds, burns, sharp force injury, blunt force trauma, and multi-casualty incidents.

**AJ 123****Writing for Criminal Justice Professionals****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**AJ 130****Introduction to Probation and Parole****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**AJ 131****Introduction to Corrections****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course provides a history and critical analysis of punishment, the various types of punishment, alternatives to punishment, and the impact of punishment on the Criminal Justice System, corrections, a critical examination of the types of correctional institutions and the clients housed in each institution, and an examination of contemporary correctional issues.



**AJ 135****Control and Supervision in Corrections****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**AJ 136****Correctional Interviewing and Counseling****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**AJ 137****Legal Aspects of Corrections****3 Units (AA/AS; CSU)****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The historical legal 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

**AJ 150****Introduction to Forensics****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course provides an introduction to the role of forensics in criminal investigations. It examines the methods utilized in the forensic analysis of crime scenes, pattern evidence, instruments, firearms, questioned documents and controlled substances.

**AJ 698C****Cooperative Education****3 Units (AA/AS)****180 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

## Programs

### Associate Degrees

- ADT in Administration of Justice (p. 89)
- A.S. in Correctional Science (p. 88)
- A.S. in Criminal Justice (p. 89)

### Certificates of Achievement

- Correctional Science (p. 90)
- Criminal Justice (p. 90)

## A.S. in Correctional Science

The A.S. Degree in Correctional Science provides the student with career preparation for entry-level or career growth in fields such as corrections officer, jailor, or youth group supervisor in institutional and community corrections as well as private and paraprofessional positions at local, state, and federal levels. The principles of correctional science are enhanced by the range of courses in the general education pattern to prepare the student for transfer to a four year college or university.

## Requirements

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

**Required courses:**

AJ 130	Introduction to Probation and Parole	3
AJ 131	Introduction to Corrections	3
AJ 135	Control and Supervision in Corrections	3
AJ 137	Legal Aspects of Corrections	3

**Select two (2) of the following courses:**

AJ 101	Introduction to the Administration of Justice	3
AJ 102	Concepts of Criminal Law	3
AJ 103	Legal Aspects of Evidence	3
AJ 108	Juvenile Procedures	3
AJ 109	Criminal Court Process	3
AJ 112	Community and the Justice System	3
AJ 123	Writing for Criminal Justice Professionals	3
AJ 136	Correctional Interviewing and Counseling	3

Total Units		18
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## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Correctional Science A.S. Degree will:

1. Demonstrate knowledge of the function, duties, and responsibilities of the correctional component of the criminal justice system.
2. Identify legal responsibilities and inmate rights as they apply to institutional and community oriented corrections.

3. Recognize the requirements for entry level employment and the selection and training mandates for correctional personnel at the local, state, and federal levels.

## A.S. in Criminal Justice

The A.S. Degree in Criminal Justice prepares men and women for a career of public service as a police officer, deputy sheriff, criminal investigator, or supervisor at local, state, and federal levels as well as transfer to a four year college or university. A great need exists for intelligent, well-educated personnel with a commitment toward professional growth in the justice system. The principles of criminal justice are enhanced by the range of courses in the general education pattern.

### Requirements

**Students receiving this degree must meet the following requirements:**

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

#### Required courses:

AJ 101	Introduction to the Administration of Justice	3
AJ 102	Concepts of Criminal Law	3
AJ 103	Legal Aspects of Evidence	3
AJ 109	Criminal Court Process	3
AJ 112	Community and the Justice System	3

#### Select one (1) of the following courses:

AJ 105	Criminal Investigation	3
AJ 106	Patrol Procedures	3
AJ 108	Juvenile Procedures	3
AJ 111	Narcotics and Vice Control	3
AJ 121	Death Investigation	3
AJ 123	Writing for Criminal Justice Professionals	3
AJ 130	Introduction to Probation and Parole	3
AJ 131	Introduction to Corrections	3
AJ 135	Control and Supervision in Corrections	3
AJ 136	Correctional Interviewing and Counseling	3
AJ 137	Legal Aspects of Corrections	3
AJ 150	Introduction to Forensics	3

Total Units 18

### Learning Outcomes

#### A.S. Degree Level Student Learning Outcomes

Students completing the Criminal Justice A.S. Degree will:

1. Demonstrate an ability to write clearly and accurately about the administration of justice process using an appropriate vocabulary.
2. Demonstrate critical and analytical thinking about issues in the administration of justice system.
3. Demonstrate a comprehension and appreciation of the connections, contributions, experiences, and potential conflicts of various ethnic groups, races, and genders as they interact with the criminal justice system.
4. Demonstrate an awareness of sciences and emerging technologies as it impacts the administration of justice.

## ADT in Administration of Justice

Administration of Justice examines the causes of crime and the structure, procedures, and decision-making processes of agencies that deal with crime management. The program leading to the Associate in Science in Administration of Justice for Transfer (AS-T) is designed to provide a theoretical background of the criminal justice system in America (police, courts, and corrections) and familiarize students with academic, career and volunteer opportunities in the field.

Students who complete this degree will be guaranteed admission with junior status to the California State University system, and will be given priority admission to our local CSU campus.

### Requirements

**Students receiving this transfer degree must meet the following requirements:**

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

#### Required courses:

AJ 101	Introduction to the Administration of Justice	3
AJ 102	Concepts of Criminal Law	3

#### Select two (2) of the following courses:

AJ 103	Legal Aspects of Evidence	3
AJ 105	Criminal Investigation	3
AJ 108	Juvenile Procedures	3
AJ 109	Criminal Court Process	3
AJ 112	Community and the Justice System	3

#### Select two (2) of the following courses:<sup>1</sup>

AJ 103	Legal Aspects of Evidence	3
AJ 105	Criminal Investigation	3
AJ 106	Patrol Procedures	3

AJ 108	Juvenile Procedures	3
AJ 109	Criminal Court Process	3
AJ 111	Narcotics and Vice Control	3
AJ 112	Community and the Justice System	3
AJ 121	Death Investigation	3
AJ 130	Introduction to Probation and Parole	3
AJ 131	Introduction to Corrections	3
AJ 135	Control and Supervision in Corrections	3
AJ 136	Correctional Interviewing and Counseling	3
AJ 137	Legal Aspects of Corrections	3
MATH 165	Introductory Statistics	4
PHIL 110	Philosophy/Logic	3
PSY 101	Introduction to Psychology	3
SOC 201	Introduction to Sociology	3
Total Units		18-19

<sup>1</sup> A course may be used only once to fulfill degree requirements.

## Learning Outcomes

### A.S.-Transfer Degree Level Student Learning Outcomes

Students completing the Administration of Justice A.S.-Transfer Degree will:

1. Demonstrate a comprehension and appreciation of the connections, contributions, experiences, and potential conflicts of various ethnicities, races, and genders as they interact with the criminal justice components.
2. Demonstrate an understanding of the administration of justice system and how the student as an individual understands career opportunities in the field as well as individual / community rights and responsibilities.
3. Demonstrate an awareness of crime causation, roles of the components of the administration of justice system, and social and economic impact of crime on society.

## Certificate in Correctional Science

The Certificate of Achievement in Correctional Science provides the student with a base of knowledge for entry-level positions such as corrections officer, custody assistant, or jailer in institutional and community corrections, as well as private and paraprofessional positions at local, state, and federal levels.

### Requirements

#### Required courses:

AJ 130	Introduction to Probation and Parole	3
AJ 131	Introduction to Corrections	3
AJ 135	Control and Supervision in Corrections	3
AJ 137	Legal Aspects of Corrections	3
ENGL 101	Reading and Composition	3
or ENGL 101H	Reading and Composition - Honors	

#### Select two (2) of the following courses:

AJ 101	Introduction to the Administration of Justice	3
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AJ 102	Concepts of Criminal Law	3
AJ 103	Legal Aspects of Evidence	3
AJ 108	Juvenile Procedures	3
AJ 109	Criminal Court Process	3
AJ 112	Community and the Justice System	3
AJ 136	Correctional Interviewing and Counseling	3
Total Units		21

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Correctional Science Certificate of Achievement will:

1. Identify legal responsibilities and inmate rights as they apply to institutional and community oriented corrections.
2. Demonstrate knowledge of the function, duties, and responsibilities of the correctional component of the criminal justice system.
3. Recognize the requirements for entry level employment and the selection and training mandates for correctional personnel at the local, state, and federal levels.

## Certificate in Criminal Justice

The Certificate of Achievement in Criminal Justice prepares men and women for entry level positions such as police officer or deputy sheriff trainee, police cadet, community service officer, or public safety dispatcher. A great need exists for intelligent personnel with a commitment toward professional improvement in the justice system.

### Requirements

#### Required courses:

AJ 101	Introduction to the Administration of Justice	3
AJ 102	Concepts of Criminal Law	3
AJ 103	Legal Aspects of Evidence	3
AJ 109	Criminal Court Process	3
AJ 112	Community and the Justice System	3
AJ 123	Writing for Criminal Justice Professionals	3
or ENGL 101	Reading and Composition	
or ENGL 101H	Reading and Composition - Honors	

#### Select one (1) of the following courses:

AJ 105	Criminal Investigation	3
AJ 106	Patrol Procedures	3
AJ 108	Juvenile Procedures	3
AJ 111	Narcotics and Vice Control	3
AJ 121	Death Investigation	3
AJ 130	Introduction to Probation and Parole	3
AJ 131	Introduction to Corrections	3
AJ 135	Control and Supervision in Corrections	3
AJ 136	Correctional Interviewing and Counseling	3
AJ 137	Legal Aspects of Corrections	3

AJ 150	Introduction to Forensics	3
Total Units		21

Anthropology - Honors, ANTH 216H Sex and Gender in a Cross Cultural Perspective - Honors and ANTH 218H Honors Presentation Seminar.

## Faculty

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**Discipline Website**  
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## Learning Outcomes

This discipline prepares students to do the following:

- Demonstrate analytical and critical analysis skills using college-level vocabulary and writing skills.
- Analyze a variety of behavioral science research designs.
- Demonstrate analytic thinking by comparing and applying anthropological theories and concepts to human culture.
- Demonstrate recognition and analyze examples of ethnocentrism, xenocentrism, and cultural relativity for the purpose of understanding the dangers of prejudice and to develop appreciation of diversity of cultures around the world.
- Demonstrate use of technology as a source of information for purposes of academic research and to facilitate synchronous and asynchronous communication found in a variety of program courses, labs, and online databases in order to improve digital skills necessary in a global environment.
- Explore anthropological concepts such as language, culture, human use of material items, and humans from a biological construct to benefit from seeing the world through an anthropological culturally relative viewpoint.

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Criminal Justice Certificate of Achievement will:

1. Demonstrate an ability to write clearly and accurately about the administration of justice process using an appropriate vocabulary.
2. Demonstrate critical and analytical thinking about issues in the administration of justice system.
3. Demonstrate a comprehension and appreciation of the connections, contributions, experiences, and potential conflicts of various ethnic groups, races, and genders as they interact with the criminal justice system.
4. Demonstrate an awareness of sciences and emerging technologies as it impacts the administration of justice.

## Anthropology

Anthropology is the study of humans through various comparative and holistic approaches that include past and present populations. The four fields of anthropology include biological, cultural, linguistics and archaeology. Each of these fields studies different and overlapping aspects of what it means to be human.

1. Biological anthropology explores this question focusing mainly on biological traits such as physical features, genes, and DNA and how these interact with our environment. This includes the study of evolution and fossils along with contemporary human traits.
2. Archaeological anthropology studies cultural change over time through the examination of material culture including architecture, human remains and other artifacts.
3. Linguistic anthropology investigates verbal and non-verbal communication in humans and non-human primates in order to understand how language has developed in human groups both historically and physically, along with how it continues to change in modern populations. The connection between language and culture is also explored to understand how various variables such as gender, class and race/ethnicity affect language.
4. Cultural anthropology analyzes contemporary people's behaviors and beliefs/ideas to understand human diversity and the similarities that we all share. Using a cross-cultural approach, this subfield compares and contrasts various cultural components such as economics, politics, religion, gender and race/ethnicity to better understand what people do and why they do what they do in a variety of cultural settings. The goal is to increase our understanding of the human experience.

Anthropology courses satisfy general education requirements for an associate degree in social sciences, and lower division transfer. Courses in anthropology include introductory courses in cultural anthropology, linguistics, archaeology and biological anthropology. Additionally, there are courses on the Anthropology of Religion, Magic and Witchcraft, and Sex and Gender in Cross-Cultural Perspectives. The Honors Program includes three anthropology courses: ANTH 210H Introduction to Cultural

## Courses

### ANTH 210

#### Introduction to Cultural Anthropology

**3 Units (AA/AS; CSU; UC; IGETC 4A; Citrus GE; CSUGE D1; CSUGE D5)**

**54 lecture hours**

**Equivalent to: ANTH 210H**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Students will critically examine various societies around the world using basic cultural concepts such as language, food production, economics, kinship, art, religion, and magic. The class is designed to foster a pluralistic view of the world, teach introductory anthropological concepts, and strengthen critical thinking skills. College level reading is strongly advised for success in the course.

### ANTH 210H

#### Introduction to Cultural Anthropology - Honors

**3 Units (AA/AS; CSU; UC; IGETC 4A; Citrus GE; CSUGE D1)**

**54 lecture hours**

**Equivalent to: ANTH 210**

**Grade Mode: Standard Letter**

*Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### ANTH 212

#### Introduction to Physical Anthropology

**3 Units (AA/AS; CSU; UC; IGETC 5B; CSUGE B2; Citrus GE; CSUGE D1)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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. CONCURRENT ENROLLMENT WITH ANTH 212L IS REQUIRED TO RECEIVE LAB SCIENCE CREDIT. College level reading is highly recommended for success in the course.

### ANTH 212L

#### Introduction to Physical Anthropology Lab

**1 Unit (AA/AS; CSU; UC; IGETC 5C; CSUGE B3; Citrus GE)**

**54 lab hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

*Co-Requisite(s): ANTH 212.*

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. Concurrent enrollment with ANTH 212 is required. College level reading is highly recommended for success in the course.

### ANTH 216

#### Sex and Gender in Cross Cultural Perspectives

**3 Units (AA/AS; CSU; UC; IGETC 4A; IGETC 4D; IGETC 4J; Citrus GE; CSUGE D0; CSUGE D1; CSUGE D4)**

**54 lecture hours**

**Equivalent to: ANTH 216H, SOC 216**

**Grade Mode: Standard Letter**

*Strongly recommended: ANTH 210 or ANTH 210H or SOC 201 or SOC 201H.*

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. This is primarily a seminar style course; college level reading and participation is necessary for successful completion.

### ANTH 216H

#### Sex and Gender in a Cross Cultural Perspective - Honors

**3 Units (AA/AS; CSU; Citrus GE)**

**54 lecture hours**

**Equivalent to: ANTH 216, SOC 216**

**Grade Mode: Standard Letter**

*Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

*Strongly recommended: ANTH 210 or ANTH 210H or SOC 201 or SOC 201H; ENGL 099 if required by English placement exam or if required by English 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. 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 readings, presentations, and leadership skills demonstrated through class participation/presentation.

**ANTH 218H****Honors Presentation Seminar****1 Unit (AA/AS; CSU)****18 lecture hours****Equivalent to: SOC 218H****Grade Mode: Standard Letter***Prerequisite(s): Student must be eligible for the Citrus College Honors**Program or obtain a 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.

**ANTH 220****Introduction to Archaeology****3 Units (AA/AS; CSU; UC; IGETC 4A; CSUGE D1)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**ANTH 222****Introduction to Linguistic Anthropology****3 Units (AA/AS; CSU; UC; IGETC 4A; Citrus GE; CSUGE D1)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This introductory course serves as a foundation for understanding language from an anthropological perspective, addressing such core questions as how, what, when, where, why and with whom we communicate. This course surveys three core areas in linguistic anthropology—structural linguistics: phonetics, phonology, morphology and syntax, as well as the biocultural basis of language; historical linguistics: origins and evolution/change, dialects, and language families; and sociocultural linguistics: language acquisition in cultural context, emphasizing the relationship between language and culture, and issues of language conservation and loss.

**ANTH 224****Anthropology of Religion, Magic, and Witchcraft****3 Units (AA/AS; CSU; UC; IGETC 4A; Citrus GE; CSUGE D1)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This introductory course examines the forms and functions of religion cross-culturally and the manners in which anthropology investigates religious beliefs and practices. This course emphasizes applying cultural relativism to the study of topics such as mythology, magic, witchcraft, altered states of consciousness, supernatural beings, souls and ghosts, and the question of cults. Connections between religious life and general patterns of human behavior are explored, including the role of ritual in social life, the use of specialists, and processes of cultural change.

## Programs

### Associate Degree

- A.A. in Social Sciences (p. 212)

## Architecture

The Architecture Program concentrates on the built environment. The curriculum visualizes architecture as a cultural, creative, and technical practice and discipline with direct social impact. A balance of architectural, art and technical design courses provides students with a diverse foundation of knowledge in the fields of architecture, landscape architecture, urban planning, CAD, and CGI which prepares them for transfer and/or certificates for careers in a wide range of fields.

### Faculty

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### Contact Information

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**Dean**

Dr. Caroline Durdella (interim)

**Administrative Secretary**

Lois Bottari

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626-852-6402

**Email**

architecture@citruscollege.edu

**Discipline Website**<http://www.citruscollege.edu/academics/programs/arch>

## Learning Outcomes

This discipline prepares students to do the following:

- Describe effective architectural, Computer Generated Imagery (CGI) and drafting techniques including graphic communication of design and technical drawings, orientation of design and technical drawings, and the decision making process for design and technical drawings.
- Estimate time, material, labor and equipment required for this expertise.
- Demonstrate planning techniques and administration of architectural, Computer Generated Imagery (CGI) and document control for design and technical working drawings.

- Prepare for the rigors of research required by a four-year institution through research assignments, slide identification, and museum papers.
- Recognize how society world views influence visual arts and art history traditions in order to demonstrate an individual's ability to draw conclusions based upon philosophical considerations and an understanding of how one can influence his/her immediate community, increase awareness of one's personal impact upon that community, and the documentation of findings.
- Implement current computer software as tools to further the creation of art and utilization of the Internet as a research and broadcast vehicle for the reinforcement, development, application and/or improvement of computer related and research skills.
- Demonstrate competency in all levels of visual arts and art history from introductory to advanced.

## Courses

### ARCH 100

#### Introduction to Architecture and Environmental Design Foundations

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Equivalent to: DRAF 150**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An introductory course for students interested in exploring the fields of architecture, environmental design, architectural technology and developing a working knowledge of planning and design. Introducing architecture and environmental design majors to design fundamentals, stressing a basic vocabulary of 2-D and 3-D design and design process in an atmosphere of discovery and creativity. Introduction to the examination of aesthetic, symbolic, and cultural elements.

### ARCH 102

#### Visual Communication

**2.5 Units (AA/AS; CSU)**

**36 lecture hours, 36 lab hours**

**Equivalent to: DRAF 102, DRAF 158**

**Grade Mode: Standard Letter**

*Strongly recommended: DRAF 101; ENGL 099 if required by English placement exam or if required by English level.*

Visual communication of 2-D and 3-D forms and functions are explored using sketching, drawing, and 2-D and 3-D software. Using 2-D and 3-D software, natural and man-made forms are analyzed. Color and texture of form are studied as they are revealed by light, shade, and shadow. Students' perceptions of subject matter are translated into convincing visual expressions by learning the graphic skills and the use of a variety of media. Students sketch, draw and render projects.

### ARCH 110

#### Introduction to Design Fundamentals and Communication

**4 Units (AA/AS; CSU)**

**54 lecture hours, 54 lab hours**

**Equivalent to: DRAF 151**

**Grade Mode: Standard Letter**

*Strongly recommended: ARCH 100; ENGL 099 if required by English placement exam or if required by English level.*

Introduction to architectural design fundamentals, stressing a basic vocabulary of 2-D and 3-D design and design process in an atmosphere of discovery and creativity. Projects will focus on perception, visualization, representation, and expression as well as an introduction to the examination of aesthetic, symbolic, and cultural elements. Students analyze and apply architectural theory, principles, techniques and model making. The course includes an examination of presentation types and how they can be utilized to communicate architectural ideas.

### ARCH 111

#### Foundation Design

**4 Units (AA/AS; CSU)**

**54 lecture hours, 54 lab hours**

**Equivalent to: DRAF 152**

**Grade Mode: Standard Letter**

*Prerequisite(s): ARCH 110.*

*Strongly recommended: DRAF 101.*

An introduction to the processes of design through studio projects addressing the role of process in the development of form. The course focuses on drawing and model construction as a means to seeing and understanding. The course includes exploration of the design process and the formal and spatial language of architecture as well as use of case studies. This course provides students with a analysis of material applications and the fundamental knowledge of methods of construction.

### ARCH 200

#### Portfolio Preparation

**3 Units (AA/AS; CSU)**

**45 lecture hours, 36 lab hours**

**Equivalent to: DRAF 149**

**Grade Mode: Standard Letter**

*Strongly recommended: ARCH 110 & ARCH 111 or ART 111 & ART 120; ENGL 099 if required by English placement exam or if required by English level.*

A course for students to develop individual student portfolios. Development of portfolios will include architectural Computer Generated Imagery (CGI), multimedia, other design technology techniques, free hand drawing, 2D-3D art and rendering. Students will develop knowledge of how to interview in various design professions.

**ARCH 201****Architectural Design I****4 Units (AA/AS; CSU; UC)****54 lecture hours, 54 lab hours****Equivalent to: DRAF 153****Grade Mode: Standard Letter***Prerequisite(s): ARCH 110.*

Exploration of design and architectural basic elements. Develop the process of architectural design with an emphasis on two and three dimensional communication techniques. Basic design exercises focusing on simple buildings and their relationship to site and program. Explores the tools required to begin the formulation of design concepts and structure. This exploration is supported by discussion, observations, and hands-on experimentation, including research of precedents. The goal is to develop a process of design that draws from many sources in order to solidify a concept. Craftsmanship, clarity, and eloquence are highly valued in the construction of design submittals and in written and verbal presentations. A portfolio of the assigned design exercises completes the course requirements.

**ARCH 202****Architectural Design II****4 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Equivalent to: DRAF 154****Grade Mode: Standard Letter***Prerequisite(s): ARCH 110.**Strongly recommended: DRAF 101.*

Basic design exercises focus on buildings and their relationship to site and design process using simple programs, the influence of context, introducing sustainability and environmental constraints. Students analyze and incorporate environmental site factors, simple program requirements and basic knowledge of building materials. The design process of sustainability, climate and lighting issues are incorporated as integral components of an architectural design solution. A portfolio of the assigned design exercises completes the course requirements.

**ARCH 242****Building Construction****3 Units (AA/AS; CSU)****54 lecture hours, 18 lab hours****Grade Mode: Standard Letter***Prerequisite(s): ARCH 110.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An overview of construction, building components, and systems investigated through case studies. Explore architectural basic construction materials, methods of construction, properties, assembly and fabrication. Examine various architecture by focusing on its building materials and structural systems as they relate to design concepts. Review the basic types of governmental regulatory constraints that architects must understand to design a building. Analyze structural forces affecting buildings. Examine in depth the sequential processes of constructing a building.

**ARCH 250****History of Architecture: Prehistory to Mannerism****3 Units (AA/AS; CSU; IGETC 3A; IGETC 3B; UC; CSUGE C1; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Development of architecture from Prehistory, ancient Egypt, ancient Greece, Rome to the Mannerism period. Influence of geography, religion and socio-economic movements on architecture are explored. The role of a built environment in social, cultural, and political life: how buildings are constructed, what they mean, effects they have on the world, and ways they imagine new futures and shape private and public life. This course spotlights new possibilities for shaping the world in which we live, with an emphasis on how architecture extends to cities, roads, books and films. Consideration is given to historical context and cultural genealogy of particular buildings and environments, material and economic conditions of buildings and more.

**ARCH 251****History of Architecture: Baroque to the Present Day****3 Units (AA/AS; CSU; IGETC 3A; IGETC 3B; UC; CSUGE C1; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Exploration of the role of a built environment in social, cultural, and political life: how buildings are constructed, what they mean, effects they have on the world, and ways they imagine new futures and shape private and public life. This course spotlights a series of contemporary case studies for what each reveals about new possibilities for shaping the world in which we live, with an emphasis on how architecture extends to cities, roads, books and films. Consideration is given to historical context and cultural genealogy of particular buildings and environments, material and economic conditions of building, and more.

## Programs

### Certificates of Achievement

- Architectural Design (p. 95)
- Computer Aided Design (CAD) - Architecture and Drafting (p. 155)

## Certificate in Architectural Design

Design principles, complex animation and CAD systems are applied to problems in architecture, landscape architecture and urban planning. Proper and efficient methods of sketching, producing documents, models, 3D digital models, animations and multifaceted presentations are examined.

This certificate prepares the student for entry level opportunities as a CAD person or design person.



## Requirements

### Required courses:

Computer Aided Design (CAD)-Architecture and Drafting – Certificate of Achievement <sup>1</sup>	22.5
ARCH 201 Architectural Design I	4
ARCH 202 Architectural Design II	4
ARCH 250 History of Architecture: Prehistory to Mannerism	3
ARCH 251 History of Architecture: Baroque to the Present Day	3
ART 120 Two-Dimensional Design	3
ART 121 Three-Dimensional Design	3
DRAF 290 Introduction to Maya Practices	3
<b>Total Units</b>	<b>45.5</b>

<sup>1</sup> This certificate must be completed first.

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Architectural Design Certificate of Achievement will:

1. Describe effective architectural design principle techniques including graphic communication, orientation, and decision making.
2. Demonstrate the ability to use advanced technology to prepare architectural design drawings, Computer Aided Drawings (CAD), animations and multimedia presentations.
3. Demonstrate complex planning techniques and administration of document control for architectural designs, presentations and animations.
4. Demonstrate the ability to estimate time, material, labor and equipment for sophisticated architectural designs, presentations and animations.

## Astronomy

Astronomy studies celestial bodies and their structure, origin, and development. Courses in astronomy satisfy general education requirements for the associate degree and lower division transfer.

### Faculty

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## Contact Information

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Natural, Physical and Health Sciences

### Dean

Dr. Eric Rabitoy

### Administrative Secretary

Chris Pagano

### Division Office

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### Division Phone Number

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### Email

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### Discipline Website

<http://www.citruscollege.edu/academics/programs/astro>

## Learning Outcomes

This discipline prepares students to do the following:

- Describe astronomical events and process to peers.
- Estimate and/or calculate the characteristics of astronomical objects, and understand the meaning of these calculations.
- Apply an understanding of relevant astronomical process as well as processes from related sciences (e.g. physics, geology, chemistry) to astronomical questions.
- Understand the size and scale of the universe.

## Courses

### ASTR 115

#### Planetary Astronomy

**3 Units (AA/AS; CSU; UC; IGETC 5A; CSUGE B1; Citrus GE)**

**54 lecture hours**

**Equivalent to: ASTR 115H, ESCI 115, ESCI 115H**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): ENGL 099 or higher.*

*Strongly recommended: MATH 030 or MATH 032.*

The astronomy of the solar system including the history of astronomy, the physics of motion, energy, and light, and the processes that determine the formation and evolution of planets, moons, and other bodies in our solar system and others.

**ASTR 115H****Planetary Astronomy - Honors****3 Units (AA/AS; CSU; UC; IGETC 5A; CSUGE B1; Citrus GE)****54 lecture hours****Equivalent to: ASTR 115, ESCI 115, ESCI 115H****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 099 or higher; also, student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

*Strongly recommended: MATH 030 or MATH 032.*

The astronomy of the solar system including the history of astronomy, the physics of motion, energy, and light, and the processes that determine the formation and evolution of planets, moons, and other bodies in our solar system and others. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of astronomical readings, presentation and leadership skills demonstrated through class participation/presentation.

**ASTR 116****Stellar Astronomy****4 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3; Citrus GE)****54 lecture hours, 54 lab hours****Equivalent to: ESCI 116****Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: MATH 030 or MATH 032; ENGL 099 if required by English placement exam or if required by English level.*

The fundamental areas of stellar astronomy including 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.

**ASTR 117****Life In The Universe****3 Units (AA/AS; CSU; UC; IGETC 5A; CSUGE B1; Citrus GE)****54 lecture hours****Equivalent to: ESCI 117****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The origin and evolution of life on Earth, the processes and conditions relevant to life elsewhere in the universe, and the ongoing search for extraterrestrial life.

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## Automotive Technology

**Automobile and Light Truck Technology**

Automotive Technology, a career technical program, provides the theoretical background and practical experience necessary to gain entry-level employment or advancement in the automotive technology industry. The program has a contract with Toyota Motor Sales that provides students with training aides, diagnostic equipment and a dealer network that helps with job placement. The program offers courses that lead to an associate degree in Automotive Technology as well as to certificates of achievement in Automotive Service, Diagnosis, and Repair—Master Technician; Automotive Service, Diagnosis, and Repair—Toyota/Lexus/Scion Technician; Automotive Service, Diagnosis, and Repair—Undercar/Drivetrain Specialist; Automotive Service, Diagnosis, and Repair—Underhood Specialist; and Maintenance and Light Repair.

**Medium & Heavy Diesel Truck Technology**

Medium and Heavy Truck Technology (<http://www.citruscollege.edu/academics/programs/mtrk>), a career technical program, provides the theoretical background and practical experience necessary to gain entry-level employment or advancement as heavy duty truck, bus, and heavy equipment technicians. Courses lead to an associate degree in Medium and Heavy Diesel Truck Technology or a certificate of achievement in Medium and Heavy Truck Service, Diagnosis, and Repair Technician.

**Faculty**

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**Discipline Website**<http://www.citruscollege.edu/academics/programs/auto>

## Learning Outcomes

This discipline prepares students to do the following:

- Acquire skills pertinent to industry-level national certification exams in the transportation industry.
- Exit the program with a personal/professional commitment to uphold the high standards and uplift the integrity of the automotive industry.
- Utilize knowledge acquired in the Automotive Technology Program to maximize employment potential in the industry through successful completion of course level outcomes.

## Courses

### AUTO 100

#### Automotive Technology and Maintenance for the Consumer

**3 Units (AA/AS; CSU)**

**54 lecture hours, 18 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### AUTO 101

#### Fundamentals of Automotive Service, Diagnosis and Repair

**6 Units (AA/AS; CSU)**

**90 lecture hours, 60 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 098 (or higher), MATH 025 or MATH 029 (or higher), or by department consent.*

Intended for automotive majors, this class serves as the prerequisite 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.

### AUTO 140A

#### Vehicle Maintenance

**4 Units (AA/AS)**

**54 lecture hours, 54 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): ENGL 098 (or higher) if required by English placement exam or if required by English level, MATH 029 (or higher) if required by Math placement exam or if required by Math level, and/or with department consent.*

Intended for the incumbent worker, re-entry person or person seeking a career change into the automotive service industry. This course is intended to be the beginning course in the Maintenance and Light Repair (MLR) curriculum. This course is focused on developing workplace skills that will allow a student to competently perform a detailed multi-point inspection and conduct fluid maintenance on select vehicle subsystems. Appropriate lab activities are included.

### AUTO 141

#### Engine Mechanical Maintenance and Light Repair

**2 Units (AA/AS; CSU)**

**27 lecture hours, 27 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): AUTO 140A or minimum one year industry experience.*

Intended for the incumbent worker, re-entry person or person seeking a career change into the automotive service industry. This course is part of the Maintenance and Light Repair (MLR) curriculum. This course covers essential engine theory, inspection, diagnosis, service and repair. Engine inspection and measurements are covered, with emphasis on in-vehicle repairs.

### AUTO 144

#### Automotive Chassis MLR

**4 Units (AA/AS)**

**54 lecture hours, 54 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): AUTO 140A or one year of employment as automotive technician.*

*Strongly recommended: ENGL 098 if required by English placement exam or if required by English level; MATH 029 if required by Math placement exam or if required by math level.*

Intended for the incumbent worker, re-entry person or person seeking a career change into the automotive service industry. This course is part of the Maintenance and Light Repair (MLR) curriculum. The course covers essential chassis system theory; inspection, diagnosis, service and repair of the following undercar systems: Steering, suspension, alignment, wheels and tires. Course prepares students for ASE Suspension and Steering (A4) certification.

### AUTO 145

#### Automotive Brakes Maintenance and Light Repair

**3 Units (AA/AS)**

**36 lecture hours, 54 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): AUTO 140A or one year of employment as automotive technician.*

*Strongly recommended: ENGL 098 if required by English placement exam or if required by English level; MATH 029 if required by Math placement exam or if required by Math level.*

Intended for the incumbent worker, re-entry person or person seeking a career change into the automotive service industry. This course is part of the Maintenance and Light Repair (MLR) curriculum. This course is focused on developing workplace skills that will allow a student to competently perform detailed brake inspections and repairs on disc, drum and parking brake systems. Appropriate lab activities are included.

### AUTO 146

#### Automotive Electrical Systems

**4 Units (AA/AS)**

**54 lecture hours, 54 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): AUTO 140A or minimum one year industry experience.*

*Strongly recommended: ENGL 098 if required by English placement exam or if required by English level; MATH 029 if required by Math placement exam or if required by Math level.*

Intended for the incumbent worker, re-entry person or person seeking a career change into the automotive service industry. This course is part of the Maintenance and Light Repair (MLR) curriculum. This course 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, instrument-panel warning lights and power accessories. Prepares students for ASE Electrical & Electronic Systems (A6) certification.

**AUTO 147****Automotive Heating, Ventilation and Air Conditioning MLR****2 Units (AA/AS)****27 lecture hours, 36 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): AUTO 146 or one year of employment as automotive technician with automotive department consent.**Strongly recommended: ENGL 098 if required by English placement test or if required by English level; MATH 029 if required by Math placement exam or if required by Math level.*

Intended for the incumbent worker, re-entry person or person seeking a career change into the automotive service industry. This course is part of the the Maintenance and Light Repair (MLR) curriculum. The course covers essential HVAC system theory; inspection, maintenance and light repair. Course prepares students for ASE HVAC (A7) certification and portions of the G1 certification.

**AUTO 148****Engine Performance Maintenance and Light Repair****4 Units (AA/AS)****54 lecture hours, 54 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): AUTO 140A or minimum one year industry experience.**Strongly recommended: ENGL 098 if required by English placement exam or if required by English level; MATH 029 if required by Math placement exam or if required by Math level.*

Intended for the incumbent worker, re-entry person or person seeking a career change into the automotive service industry. This course is part of the Maintenance and Light Repair (MLR) curriculum. 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. Course prepares students for ASE Engine Performance (A8) certification.

**AUTO 151****Engine Service, Diagnosis and Repair****6 Units (AA/AS; CSU)****54 lecture hours, 167 lab hours****Grade Mode: Standard Letter***Prerequisite(s): AUTO 101.*

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.

**AUTO 154****Chassis Service, Diagnosis, and Repair****9 Units (AA/AS; CSU)****108 lecture hours, 162 lab hours****Grade Mode: Standard Letter***Prerequisite(s): AUTO 166.*

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 VSC. Course prepares students for ASE Suspension and Steering (A4) and ASE Brakes (A5) certification.

**AUTO 156****Automotive Electrical & Electronic Systems I****5 Units (AA/AS; CSU)****63 lecture hours, 81 lab hours****Grade Mode: Standard Letter***Prerequisite(s): AUTO 101.*

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, accessory systems, and an introduction to CAN. Prepares students for ASE Electrical & Electronic Systems (A6) certification.

**AUTO 163****Manual Drivetrain****4.5 Units (AA/AS; CSU)****54 lecture hours, 81 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): AUTO 154 and AUTO 166.*

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.

**AUTO 166****Automotive Electrical & Electronic Systems II****3.5 Units (AA/AS; CSU)****36 lecture hours, 81 lab hours****Grade Mode: Standard Letter***Prerequisite(s): AUTO 156.*

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.

**AUTO 167****Automotive HVAC Service, Diagnosis & Repair****4 Units (AA/AS; CSU)****36 lecture hours, 108 lab hours****Grade Mode: Standard Letter***Prerequisite(s): AUTO 166.*

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.

**AUTO 168****Engine Control Systems Service, Diagnosis and Repair****8.5 Units (AA/AS; CSU)****108 lecture hours, 135 lab hours****Grade Mode: Standard Letter***Prerequisite(s): AUTO 151 and AUTO 166.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level; MATH 030 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.

**AUTO 172****Automatic Transmissions and Transaxles****6 Units (AA/AS; CSU)****72 lecture hours, 108 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): AUTO 154, AUTO 163, and AUTO 166; AUTO 168 or concurrent enrollment.*

Intended for those seeking a career in the automotive service and repair industry, this NATEF certified course is one component of the T-TEN and TEC programs. This course focuses on the service, diagnosis and repair of the 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) certification exam.

**AUTO 191****Smog Check Inspector Training Level II****1.5 Units (AA/AS)****18 lecture hours, 27 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): AUTO 148 or AUTO 168 or by department consent based on industry experience and/or industry/manufacture certification.*

This training provides students the procedural knowledge, skills and abilities to perform Smog Check inspections. Students who complete and pass this training will meet the State's Bureau of Automotive Repair requirements to qualify to take the Smog Check Inspector state licensing examination.

**AUTO 230A****Automotive Service and Repair Work Experience A****1 Unit (AA/AS)****9 lecture hours, 160 lab hours arranged****Equivalent to: AUTO 230****Grade Mode: Pass/No Pass***Strongly recommended: Completion of 16 units in automotive technology coursework.**Limitation on enrollment: Department consent required prior to enrollment.*

Automotive technology work experience is designed to extend occupational learning through employment and coordinate the on-the-job training with program instruction. Individual student goals and learning objectives will be designed by the student cooperatively with the employer and faculty advisor. Lab hours are arranged and completed at the place of employment. The AUTO 230 A-D series of courses may be taken in any combination for a maximum of four units. Pass/No Pass grading only.

**AUTO 230B****Automotive Service and Repair Work Experience B****2 Units (AA/AS)****9 lecture hours, 320 lab hours arranged****Equivalent to: AUTO 230****Grade Mode: Pass/No Pass***Strongly recommended: Completion of 16 units in automotive technology coursework.**Limitation on Enrollment: Department consent required prior to enrollment.*

Automotive technology work experience is designed to extend occupational learning through employment and coordinate the on-the-job training with program instruction. Individual student goals and learning objectives will be designed by the student cooperatively with the employer and faculty advisor. Lab hours are arranged and completed at the place of employment. Pass/No Pass grading only.

**AUTO 230C****Automotive Service and Repair Work Experience C****3 Units (AA/AS)****9 lecture hours, 480 lab hours arranged****Equivalent to: AUTO 230****Grade Mode: Pass/No Pass***Strongly recommended: Completion of 16 units in automotive technology coursework.**Limitation on Enrollment: Department consent required prior to enrollment.*

Automotive technology work experience is designed to extend occupational learning through employment and coordinate the on-the-job training with program instruction. Individual student goals and learning objectives will be designed by the student cooperatively with the employer and faculty advisor. Lab hours are arranged and completed at the place of employment. Pass/No Pass grading only.

**AUTO 230D****Automotive Service and Repair Work Experience D****4 Units (AA/AS)****9 lecture hours, 640 lab hours arranged****Equivalent to: AUTO 230****Grade Mode: Pass/No Pass***Strongly recommended: Completion of 16 units in automotive technology coursework.**Limitation on Enrollment: Department consent required prior to enrollment.*

Automotive technology work experience is designed to extend occupational learning through employment and coordinate the on-the-job training with program instruction. Individual student goals and learning objectives will be designed by the student cooperatively with the employer and faculty advisor. Lab hours are arranged and completed at the place of employment. Pass/No Pass grading only.

**AUTO 281****Advanced Toyota Technician Training****5 Units (AA/AS)****72 lecture hours, 54 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): Currently a full-time journeyman level technician with two years of dealership experience or four years experience at an independent repair facility or completion of 1080 hours of NATEF-Master certificated post-secondary automotive training program with at least 12 months of technician experience or successful completion of all requirements of the Automotive Service, Diagnosis and Repair - Toyota/Lexus/Scion Technician Certificate of Achievement except the AUTO 281 course.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An advanced-level course specifically designed to supplement core concepts with advanced diagnostic strategies. This course delves into automotive areas not traditionally explored in previous courses such as interior R&R, body noise diagnostics, vehicle integrated management systems and diagnostics, telematic systems, Toyota warranty standards and dealer expectations. Only individuals meeting the requirement of the T-TEN Professional Certificate or the current T-TEN students that have completed the NATEF core classes may attend.

**AUTO 291****Engine Performance Enhancements and Tuning****3 Units (AA/AS)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): AUTO 168 or consent of department.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This class covers the engine performance enhancements available for automobiles, light trucks and motorcycles. 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.

**AUTO 295****Engine Design****4 Units (AA/AS; CSU)****72 lecture hours****Equivalent to: AUTO 260, AUTO 298****Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

A course designed to teach engine design principles 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.

**AUTO 296****Cylinder Head Development****4 Units (AA/AS)****54 lecture hours, 54 lab hours****Equivalent to: AUTO 261****Grade Mode: Standard Letter**

*Prerequisite(s): AUTO 151 or AUTO 295 or one year of work experience in the automotive field with an emphasis on engine machining or repair.*

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

A course designed to teach the skills necessary to develop a cylinder head for total performance. Emphasis will be placed on cylinder head development and reconditioning, head CCing, and basic flowbench operation.

**AUTO 297****Cylinder Block Development****4 Units (AA/AS)****54 lecture hours, 54 lab hours****Equivalent to: AUTO 262****Grade Mode: Standard Letter**

*Prerequisite(s): AUTO 151 or AUTO 295 or one year work experience in the automotive field with an emphasis on engine machining or repair.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A course designed to teach the skills necessary to develop and rebuild a cylinder block for total performance. Emphasis will be placed on cylinder block development and reconditioning, including operation of alignment, surfacing, boring, and honing machine operation.

**AUTO 695A****Special Topics: Automotive Technology****0.5 Units (AA/AS)****9 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis.

**AUTO 695B****Special Topics: Automotive Technology****1 Unit (AA/AS)****18 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis.

**AUTO 695C****Special Topics: Automotive Technology****2 Units (AA/AS)****36 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis.

**AUTO 695D****Special Topics: Automotive Technology****3 Units (AA/AS)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis.

**AUTO 696A****Special Topics: Automotive Technology****0.5 Units (AA/AS)****27 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis.

**AUTO 696B****Special Topics: Automotive Technology****0.5 Units (AA/AS)****36 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis.

**AUTO 696C****Special Topics: Automotive Technology****1 Unit (AA/AS)****54 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis.

**AUTO 696D****Special Topics: Automotive Technology****1 Unit (AA/AS)****60 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

This course covers special and emerging topics not found in other courses within the discipline. Topics vary and are determined by the department. See the department for current term emphasis.

**AUTO 698A****Cooperative Education****1 Unit (AA/AS)****60 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**AUTO 698B****Cooperative Education****2 Units (AA/AS)****120 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**AUTO 698C****Cooperative Education****3 Units (AA/AS)****180 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**AUTO 698D****Cooperative Education****4 Units (AA/AS)****240 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**AUTO 699A****Cooperative Education****1 Unit (AA/AS)****75 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**AUTO 699B****Cooperative Education****2 Units (AA/AS)****150 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**AUTO 699C****Cooperative Education****3 Units (AA/AS)****225 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**AUTO 699D****Cooperative Education****4 Units (AA/AS)****300 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**MTRK 148****Medium and Heavy Truck Maintenance and Inspection****5 Units (AA/AS; CSU)****54 lecture hours, 108 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: MATH 030 and MATH 144; ENGL 099 if required by English placement exam or if required by English level.*

Intended for students seeking a career in the medium and heavy duty truck service and repair industry, this course covers essential maintenance theory, along with inspection procedures of the following systems: cooling systems, lubrication systems, power-train systems, brakes, steering and suspension systems. This course prepares students for the Preventative Maintenance Inspection (T8) ASE certification.

**MTRK 152A****Medium and Heavy Truck Engines Service, Diagnosis, and Repair****6 Units (AA/AS; CSU)****63 lecture hours, 135 lab hours****Equivalent to: MTRK 151****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): MTRK 148 or by department consent based upon individual's experience or ASE certifications or manufacturer certification.*

Intended for those students majoring in Medium and Heavy Duty Truck or those currently employed with a medium and heavy truck service/repair establishment seeking to improve their skills. This course covers essential engine theory, inspection, diagnosis, service and repair. Engine inspection and measurements are covered, with emphasis on in-vehicle repairs. This course prepares students for ASE Truck Gas and Diesel Engine Repair (T-1, T-2) certification exam.

**MTRK 154****Medium and Heavy Truck Chassis Service, Diagnosis and Repair****6 Units (AA/AS; CSU)****63 lecture hours, 135 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): MTRK 148 or by department consent based upon individual's experience or ASE certifications or manufacturer certification.*

Intended for those seeking a career in the medium and heavy duty truck service and repair industry, this course covers essential chassis system theory, along with inspection, diagnosis, service & repair of the following systems: brake, steering, suspension, alignment, wheel/tire, and ABS. Course prepares students for ASE Suspension and Steering (T4) and ASE Brakes (T5) certification.

**MTRK 156****Medium/Heavy Truck Electrical/Electronic Systems I****4 Units (AA/AS; CSU)****45 lecture hours, 81 lab hours****Grade Mode: Standard Letter**

*Prerequisite(s): MTRK 148 (or concurrent enrollment) or by department consent based upon individual's experience or ASE certifications or manufacturer certification.*

Intended for those seeking a career in the medium and heavy duty truck service and repair industry, this course is one component of the MTRK program. This class 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, and instrument-panel warning lights. Prepares students for ASE Electrical & Electronic Systems(T6) certification.

**MTRK 158****Medium and Heavy Truck Maintenance and Inspection****5 Units (AA/AS; CSU)****54 lecture hours, 126 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: MATH 030; ENGL 099 if required by English placement exam or if required by English level.*

Intended for students seeking a career in the medium and heavy duty truck service and repair industry, this course covers essential maintenance theory, along with inspection procedures of the following systems: cooling systems, lubrication systems, powertrain systems, brakes, steering and suspension systems. This course prepares students for the Preventative Maintenance Inspection (T8) ASE certification.

**MTRK 160****Medium and Heavy Truck Hydraulics****3.5 Units (AA/AS; CSU)****54 lecture hours, 27 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): MTRK 156 or by department consent based upon individual's experience or ASE certifications or manufacturer certification.*

*Strongly recommended: MATH 144.*

Intended for diesel technology majors, this course takes a practical approach to the understanding of fluid power and hydraulic systems. This course focuses on mobile vehicle hydraulic systems that require maintenance or troubleshooting. Coverage includes a study of terminology, industrial standards, symbols and basic circuitry design as related to hydraulic systems. Course will focus on heavy truck, earth-moving, and agricultural equipment.

**MTRK 166****Medium/Heavy Truck Electrical/Electronic Systems II****4 Units (AA/AS; CSU)****45 lecture hours, 81 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): MTRK 156 or by department consent based upon individual's experience or ASE certifications or manufacturer certification.*

Intended for those seeking a career in the medium and heavy duty truck service and repair industry, course is one component of the MTRK program. This class covers advanced electrical and electronic systems theory, along with inspection, diagnosis, service & repair of specific accessory systems including supplemental restraint, navigation, entertainment, power windows/locks/seats, customizable body electronics, hybrid vehicle controls and multiplex systems. Prepares students for ASE Electrical & Electronic Systems (T6) certification.



**MTRK 167**

**Medium and Heavy Truck HVAC Service, Diagnosis & Repair**  
**3 Units (AA/AS; CSU)**

**36 lecture hours, 54 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): MTRK 156 or by department consent based upon individual's experience or ASE certifications or manufacturer certification.*

Intended for those seeking a career in the medium and heavy duty truck service and repair industry, this course is one component of the MTRK program. 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. Course prepares students for ASE Heating and Air Conditioning (T7) certification.

**MTRK 173**

**Medium and Heavy Truck Drivetrain Service, Diagnosis, and Repair**  
**7 Units (AA/AS; CSU)**

**72 lecture hours, 162 lab hours**

**Equivalent to: MTRK 152, MTRK 172**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): MTRK 166 or by department consent based upon individual's experience or ASE certifications or manufacturer certification.*

Intended for those seeking a career in the medium and heavy truck service and repair industry. This course focuses on the service, diagnosis and repair of the manual and automatic automotive drivetrain systems. Appropriate lab activities in medium/heavy truck drivetrain inspection, service and repair are included. The course prepares students for the ASE Drivetrain(T3) certification exams.

**MTRK 179**

**Diesel Engine Management Systems**  
**4 Units (AA/AS; CSU)**

**72 lecture hours**

**Equivalent to: AUTO 149**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): AUTO 151 and/or AUTO 166 and/or MTRK 152A and/or MTRK 166 and/or by department consent based upon individual's experience or ASE certifications or manufacturer certification.*

Intended for Automotive and Medium/Heavy Truck students, this course covers the theory of operation of 4-stroke diesel engines along with the theory of operation, testing and inspection, and service repair of air-inlet systems (including forced induction), exhaust systems, fuel-delivery systems (including mechanical and electronic engine controls), and emission-control systems. Course prepares students for ASE A9 and/or T2 certification.

**MTRK 698A**

**Cooperative Education**  
**1 Unit (AA/AS)**

**60 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to diesel technology at their place of volunteer employment or training sites.

**MTRK 698B**

**Cooperative Education**  
**2 Units (AA/AS)**

**120 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to diesel technology at their place of volunteer employment or training sites.

**MTRK 698C**

**Cooperative Education**  
**3 Units (AA/AS)**

**180 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to diesel technology at their place of volunteer employment or training sites.

**MTRK 698D**

**Cooperative Education**  
**4 Units (AA/AS)**

**240 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to diesel technology at their place of volunteer employment or training sites.

**MTRK 699A**

**Cooperative Education**  
**1 Unit (AA/AS)**

**75 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to diesel technology at their place of paid employment or training sites.

**MTRK 699B**

**Cooperative Education**  
**2 Units (AA/AS)**

**150 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to diesel technology at their place of paid employment or training sites.

**MTRK 699C**

**Cooperative Education**  
**3 Units (AA/AS)**

**225 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to diesel technology at their place of paid employment or training sites.

**MTRK 699D****Cooperative Education****4 Units (AA/AS)****300 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to diesel technology at their place of paid employment or training sites.

## Programs

### Associate Degrees

- A.S. in Automotive Technology (p. 105)
- A.S. in Medium and Heavy Diesel Truck Technology (p. 105)

### Certificates of Achievement

- Automotive Maintenance and Light Repair (p. 106)
- Automotive Research and Development (p. 106)
- Automotive Service, Diagnosis and Repair - Master Technician (p. 107)
- Automotive Service, Diagnosis and Repair - Toyota/Lexus/Scion Technician (p. 107)
- Automotive Service, Diagnosis and Repair - Undercar Drivetrain Specialist (p. 108)
- Automotive Service, Diagnosis and Repair - Underhood Specialist (p. 108)
- Medium and Heavy Truck Service, Diagnosis, and Repair Technician (p. 109)

### Skill Awards

- Maintenance and Light Repair: Undercar (p. 109)
- Maintenance and Light Repair: Underhood (p. 109)

## A.S. in Automotive Technology

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.

## Requirements

**Students receiving this degree must meet the following requirements:**

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

### Required courses:

AUTO 151	Engine Service, Diagnosis and Repair	6
AUTO 154	Chassis Service, Diagnosis, and Repair	9
AUTO 156	Automotive Electrical & Electronic Systems I	5
AUTO 162	(Deactivated course pending Chancellor's Office approval.)	8
AUTO 166	Automotive Electrical & Electronic Systems II	3.5
AUTO 167	Automotive HVAC Service, Diagnosis & Repair	4
AUTO 168	Engine Control Systems Service, Diagnosis and Repair	8.5

### Select four (4) units of the following cooperative courses:

AUTO 230A	Automotive Service and Repair Work Experience A	1
AUTO 230B	Automotive Service and Repair Work Experience B	2
AUTO 230C	Automotive Service and Repair Work Experience C	3
AUTO 230D	Automotive Service and Repair Work Experience D	4
Total Units		48

## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Automotive Technology A.S. Degree will:

1. Acquire skills pertinent to industry level national certification exams in the automotive technology industry.
2. Exit the program with a personal/professional commitment to uphold the high standards and uplift the integrity of the automotive technology industry.
3. Utilize knowledge acquired in the Automotive Technology program to maximize employment potential in the industry through successful completion of course level outcomes.

## A.S. in Medium and Heavy Diesel Truck Technology

Prepares students for occupations in diesel engine technology, bus service and repair, medium and heavy truck service and repair, rail service occupations and/or provides an opportunity for advancement within these occupations. Employment is available in both the public and private sectors.

## Requirements

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

### Required courses:

MTRK 148	Medium and Heavy Truck Maintenance and Inspection	5
MTRK 152A	Medium and Heavy Truck Engines Service, Diagnosis, and Repair	6
MTRK 154	Medium and Heavy Truck Chassis Service, Diagnosis and Repair	6
MTRK 156	Medium/Heavy Truck Electrical/Electronic Systems I	4

MTRK 166	Medium/Heavy Truck Electrical/Electronic Systems II	4
MTRK 179	Diesel Engine Management Systems	4
<b>Select one (1) of the following elective specialties:</b>		
MTRK 160	Medium and Heavy Truck Hydraulics	3.5
MTRK 167	Medium and Heavy Truck HVAC Service, Diagnosis & Repair	3
MTRK 173	Medium and Heavy Truck Drivetrain Service, Diagnosis, and Repair	7
Total Units		32-36

AUTO 148	Engine Performance Maintenance and Light Repair	4
Total Units		23

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Automotive Maintenance and Light Repair Certificate of Achievement will:

1. Develop the skills needed to perform maintenance and light repair on the cars and light trucks to the level required of an ASE G1 certified level technician.

## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Medium and Heavy Diesel Truck Technology A.S. Degree will:

1. Given a performance complaint by the operator: verify the operator's complaint, diagnose the failure or find the vehicle operating as designed, estimate the labor and parts cost, and make a clear needs/recommendations statement on the repair order citing both complaint and cause. In addition, once the student receives authorization, the student will service and/or repair the vehicle to industry standards, verify the repair has corrected the operator's complaint and document the remedy.

## Certificate in Automotive Maintenance and Light Repair

This certificate is intended for the incumbent worker, person seeking a career change, or person looking to start their career in the automotive service industry. This certificate is the culmination of the Maintenance and Light Repair (MLR) curriculum. This certificate acknowledges the workplace skills that will allow a technician to competently perform automotive maintenance and light repair. This certificate prepares students for occupations such as preventative maintenance technician, lube technician, A/C service technician, brake and front end technician, alignment technician, general service technician and technician apprentice.

### Requirements

#### Required course:

AUTO 140A	Vehicle Maintenance	4
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#### Complete the following courses from the Maintenance and Light Repair: Undercar Skill Award:

AUTO 144	Automotive Chassis MLR	4
AUTO 145	Automotive Brakes Maintenance and Light Repair	3

#### Complete the following courses from the Maintenance and Light Repair: Underhood Skill Award:

AUTO 141	Engine Mechanical Maintenance and Light Repair	2
AUTO 146	Automotive Electrical Systems	4
AUTO 147	Automotive Heating, Ventilation and Air Conditioning MLR	2

## Certificate in Automotive Research and Development

The High Performance Institute offers a Certificate of Achievement in Automotive Research and Development. The field of automotive research and development offers many exciting career opportunities, including: engineering design, prototype building, vehicle evaluation and engineering, materials engineering, powertrain tuning and design, regulatory affairs and advanced technical research. The Citrus Certificate of Achievement in Automotive Research and Development area of emphasis is Engine Research, Development and Testing. The Engine Research, Development and Testing concentration provides a solid background in engine design and development, as well as testing procedures using both engine and chassis dynamometers.

The Certificate of Achievement in Automotive Research and Development is a stepping stone to exciting career opportunities. Completion of the certificate is excellent preparation for students desiring to transfer to a four-year university to pursue a degree in engineering, production technology or industrial technology. Students can also choose to step directly into the exciting world of the automotive aftermarket or new vehicle production where a number of entry-level positions await the highly-motivated student.

### Requirements

#### Required courses:

AUTO 291	Engine Performance Enhancements and Tuning	3
AUTO 295	Engine Design	4
AUTO 296	Cylinder Head Development	4
AUTO 297	Cylinder Block Development	4

#### Select at least eight (8) units from the following courses: <sup>1</sup>

AUTO 230A	Automotive Service and Repair Work Experience A	1
AUTO 230B	Automotive Service and Repair Work Experience B	2
AUTO 230C	Automotive Service and Repair Work Experience C	3
AUTO 230D	Automotive Service and Repair Work Experience D	4
AUTO 695A	Special Topics: Automotive Technology	0.5
AUTO 695B	Special Topics: Automotive Technology	1
AUTO 695C	Special Topics: Automotive Technology	2
AUTO 695D	Special Topics: Automotive Technology	3
AUTO 696A	Special Topics: Automotive Technology	0.5

AUTO 696B	Special Topics: Automotive Technology	0.5
AUTO 696C	Special Topics: Automotive Technology	1
AUTO 696D	Special Topics: Automotive Technology	1
BUS 130	Introduction to Business	3
BUS 132	Ethics in Business	3
or PHIL 108	Philosophy - Ethics	
BUS 170	Small Business Management	3
DRAF 160	Foundation Digital Design Tools - Intermediate Computer Aided Design (CAD)	3
PHYS 110	Physics in Everyday Life	4
Total Units		23

<sup>1</sup> Work Experience AUTO 230A, AUTO 230B, AUTO 230C, AUTO 230D and Special Topics AUTO 695A, AUTO 695B, AUTO 695C, AUTO 695D or AUTO 696A, AUTO 696B, AUTO 696C, AUTO 696D require department approval.

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Automotive Research and Development Certificate of Achievement will:

1. Be able to test and evaluate the design of systems that affect performance, emissions, energy production and consumption, and will either enter the automotive aftermarket industry as a research and development technician, or transfer to a four-year school to continue their education in technology and engineering.

## Certificate in Automotive Service, Diagnosis and Repair - Master Technician

The courses listed in the Automotive Service, Diagnosis and Repair - Master Technician certificate meet the National Automotive Technicians' Education Foundation Standards and are selected to provide a comprehensive set of job skills needed in the automotive industry. In addition to improving the student's employability, the skills developed in the program will enhance their ability to become an Automotive Service Excellence (ASE) Master Technician. The certificate is designed to prepare an individual for employment or provide the skills needed for career advancement in the automotive industry.

## Requirements

### Required courses:

AUTO 101	Fundamentals of Automotive Service, Diagnosis and Repair	6
AUTO 151	Engine Service, Diagnosis and Repair	6
AUTO 154	Chassis Service, Diagnosis, and Repair	9
AUTO 156	Automotive Electrical & Electronic Systems I	5
AUTO 163	Manual Drivetrain	4.5
AUTO 166	Automotive Electrical & Electronic Systems II	3.5

AUTO 167	Automotive HVAC Service, Diagnosis & Repair	4
AUTO 168	Engine Control Systems Service, Diagnosis and Repair	8.5
AUTO 172	Automatic Transmissions and Transaxles	6
<b>Select four (4) units of the following cooperative education courses:</b>		
AUTO 230A	Automotive Service and Repair Work Experience A	1
AUTO 230B	Automotive Service and Repair Work Experience B	2
AUTO 230C	Automotive Service and Repair Work Experience C	3
AUTO 230D	Automotive Service and Repair Work Experience D	4
Total Units		56.5

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Automotive Service, Diagnosis, and Repair - Master Technician Certificate of Achievement will:

1. Verify the customer's vehicle complaint, diagnose the failure or find the vehicle operating as designed, estimate the labor and parts cost, and make a clear needs/recommendations statement on the repair order citing both complaint and cause. In addition, once the student receives authorization, the student will service and/or repair the vehicle to industry standards, verify the repair has corrected the customer's complaint and document the remedy within the "customer pay" labor time available in Mitchell, ALLDATA or other approved labor estimating manual.

## Certificate in Automotive Service, Diagnosis and Repair - Toyota/Lexus/Scion Technician

The courses listed in the Automotive Service, Diagnosis and Repair - Toyota/Lexus/Scion Technician certificate are selected to provide a comprehensive set of job skills needed by Toyota, Lexus and Scion technicians. In addition to improving the student's employability, the skills developed in each course will enhance their ability to become Automotive Service Excellence (ASE) certified in all eight ASE areas. The certificate is designed to prepare an individual for employment or provide the skills needed for career advancement.

## Requirements

### Required courses:

AUTO 101	Fundamentals of Automotive Service, Diagnosis and Repair	6
AUTO 151	Engine Service, Diagnosis and Repair	6
AUTO 154	Chassis Service, Diagnosis, and Repair	9
AUTO 156	Automotive Electrical & Electronic Systems I	5
AUTO 162	(Deactivated course pending Chancellor's Office approval)	8
AUTO 166	Automotive Electrical & Electronic Systems II	3.5
AUTO 167	Automotive HVAC Service, Diagnosis & Repair	4

AUTO 168	Engine Control Systems Service, Diagnosis and Repair	8.5
AUTO 281	Advanced Toyota Technician Training <sup>1</sup>	5
<b>Select four (4) units of the following cooperative education courses:</b>		
AUTO 230A	Automotive Service and Repair Work Experience A	1
AUTO 230B	Automotive Service and Repair Work Experience B	2
AUTO 230C	Automotive Service and Repair Work Experience C	3
AUTO 230D	Automotive Service and Repair Work Experience D	4
Total Units		59

<sup>1</sup> AUTO 281 is a capstone course and must be taken after all other major coursework is completed.

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Automotive Service, Diagnosis, and Repair – Toyota/Lexus/Scion Technician Certificate of Achievement will:

1. Given any Toyota/Lexus/Scion vehicle complaint: verify the customer's complaint, diagnose the failure or find the vehicle operating as designed, estimate the labor and parts cost, and make a clear needs/recommendations statement on the repair order citing both complaint and cause. In addition, once the student receives authorization, the student will service and/or repair the vehicle to industry standards, verify the repair has corrected the customer's complaint and document the remedy within the "customer pay" labor time available in the Toyota flat-rate manual.

## Certificate in Automotive Service, Diagnosis and Repair - Undercar Drivetrain Specialist

The courses listed in the Undercar/Drivetrain Specialist certificate are selected to provide a comprehensive set of job skills needed for a technician specializing in undercar/drivetrain service, diagnosis and repair. In addition to improving the student's employability, the skills developed in each course will enhance their ability to become Automotive Service Excellence (ASE) A2, A3, A4 and A5 certified. The certificate is designed to prepare an individual for employment or provide the skills needed for career advancement in the automotive industry.

## Requirements

### Required courses:

AUTO 101	Fundamentals of Automotive Service, Diagnosis and Repair	6
AUTO 154	Chassis Service, Diagnosis, and Repair	9
AUTO 156	Automotive Electrical & Electronic Systems I	5
AUTO 162	(Deactivated course pending Chancellor's Office approval)	8
Total Units		28

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Automotive Service, Diagnosis, and Repair – Undercar/Drivetrain Specialist Certificate of Achievement will:

1. Given any chassis or drivetrain related complaint: verify the customer's complaint, diagnose the failure or find the vehicle operating as designed, estimate the labor and parts cost, and make a clear needs/recommendations statement on the repair order citing both complaint and cause. In addition, once the student receives authorization, the student will service and/or repair the vehicle to industry standards, verify the repair has corrected the customer's complaint and document the remedy within the "customer pay" labor time available in Mitchell, ALLDATA or other approved labor estimating manual.

## Certificate in Automotive Service, Diagnosis and Repair - Underhood Specialist

The courses listed in the Underhood Specialist certificate are selected to provide a comprehensive set of job skills needed for a technician specializing in underhood service, diagnosis and repair. In addition to improving the student's employability, the skills developed in each course will enhance their ability to become Automotive Service Excellence (ASE) A1, A6, A7 and A8 certified. The certificate is designed to prepare an individual for employment or provide the skills needed for career advancement in the automotive industry.

## Requirements

### Required courses:

AUTO 101	Fundamentals of Automotive Service, Diagnosis and Repair	6
AUTO 151	Engine Service, Diagnosis and Repair	6
AUTO 156	Automotive Electrical & Electronic Systems I	5
AUTO 166	Automotive Electrical & Electronic Systems II	3.5
AUTO 167	Automotive HVAC Service, Diagnosis & Repair	4
AUTO 168	Engine Control Systems Service, Diagnosis and Repair	8.5
Total Units		33

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Automotive Service, Diagnosis, and Repair – Underhood Specialist Certificate of Achievement will:

1. Given any engine related, climate control or charging/starting system vehicle complaint: verify the customer's complaint, diagnose the failure or find the vehicle operating as designed, estimate the labor and parts cost, and make a clear needs/recommendations statement

on the repair order citing both complaint and cause. In addition, once the student receives authorization, the student will service and/or repair the vehicle to industry standards, verify the repair has corrected the customer's complaint and document the remedy within the "customer pay" labor time available in Mitchell, ALLDATA or other approved labor estimating manual.

## Certificate in Medium and Heavy Truck Service, Diagnosis, and Repair Technician

The courses listed in the Medium and Heavy Diesel Truck Service, Diagnosis and Repair Technician certificate are selected to provide a comprehensive set of job skills needed by medium and heavy duty truck technicians, bus technicians and heavy equipment technicians. In addition to improving the student's employability, the skills developed in the program will enhance their ability to become an Automotive Service Excellence (ASE) Medium/Heavy Truck, Truck Equipment, School Bus, Transit Bus and/or Alternative Fuels certified technician.

### Requirements

#### Required courses:

MTRK 148	Medium and Heavy Truck Maintenance and Inspection	5
MTRK 152A	Medium and Heavy Truck Engines Service, Diagnosis, and Repair	6
MTRK 154	Medium and Heavy Truck Chassis Service, Diagnosis and Repair	6
MTRK 156	Medium/Heavy Truck Electrical/Electronic Systems I	4
MTRK 166	Medium/Heavy Truck Electrical/Electronic Systems II	4
MTRK 173	Medium and Heavy Truck Drivetrain Service, Diagnosis, and Repair	7
MTRK 179	Diesel Engine Management Systems	4

#### Select at least three (3) units from the following:

AUTO 230A	Automotive Service and Repair Work Experience A	1
AUTO 230B	Automotive Service and Repair Work Experience B	2
AUTO 230C	Automotive Service and Repair Work Experience C	3
AUTO 230D	Automotive Service and Repair Work Experience D	4
MTRK 160	Medium and Heavy Truck Hydraulics	3.5
MTRK 167	Medium and Heavy Truck HVAC Service, Diagnosis & Repair	3
<b>Total Units</b>		<b>39</b>

### Learning Outcomes

#### Certificate of Achievement Level Student Learning Outcomes

Students completing the Medium and Heavy Diesel Truck Service, Diagnosis and Repair Technician Certificate of Achievement will:

1. Listen to and verify the operator's concern, review past maintenance and repair documents, determine necessary action and perform the service or repair to industry standards.
2. Obtain ASE Truck technician certification in at least three areas.

## Skill Award in Maintenance and Light Repair: Undercar

The courses listed in the Maintenance and Light Repair Undercar Skill Award are selected to provide a competent level of job skills needed for a technician specializing in undercar maintenance and light repair. The skill award is designed to prepare an individual for employment or provide the skills needed for career advancement in the automotive industry. This skill award prepares students for careers as preventative maintenance technician, brake and front end technician, alignment technician, general service technician and technician apprentice.

#### Required courses:

AUTO 140A	Vehicle Maintenance	4
AUTO 144	Automotive Chassis MLR	4
AUTO 145	Automotive Brakes Maintenance and Light Repair	3
<b>Total Units</b>		<b>11</b>

#### Skill Award Level Student Learning Outcomes

Students completing the Maintenance and Light Repair: Undercar Skill Award will:

1. Be able to perform chassis and brakes related maintenance and light repair to the level required of an ASE G1 certified level technician.

## Skill Award in Maintenance and Light Repair: Underhood

The courses listed in the Maintenance and Light Repair Underhood Skill Award are selected to provide a competent level of job skills needed for a technician specializing in underhood maintenance and light repair. The skill award is designed to prepare an individual for employment or provide the skills needed for career advancement in the automotive industry. This skill award prepares students for careers as a preventative maintenance technician, lube technician, A/C service technician, and technician apprentice.

#### Required courses:

AUTO 140A	Vehicle Maintenance	4
AUTO 141	Engine Mechanical Maintenance and Light Repair	2
AUTO 146	Automotive Electrical Systems	4
AUTO 147	Automotive Heating, Ventilation and Air Conditioning MLR	2
AUTO 148	Engine Performance Maintenance and Light Repair	4
<b>Total Units</b>		<b>16</b>

#### Skill Award Level Student Learning Outcomes

Students completing the Maintenance and Light Repair: Underhood Skill Award will:

1. Be able to perform engine related, climate control or charging/starting system maintenance and light repair to the level required of an ASE G1 certified level technician.

## Biology

Biology is the science of life and living organisms, including their structure, function, and growth. Courses in biological sciences satisfy general education requirements for the associate degree and lower division transfer and lead to an associate degree for transfer in biology as well as associate degrees in biological science and in pre-allied health.

### Faculty

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### Contact Information

#### Division

Natural, Physical and Health Sciences

#### Dean

Dr. Eric Rabitoy

#### Administrative Secretary

Chris Pagano

#### Division Office

PS 114

#### Division Phone Number

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#### Discipline Website

<http://www.citruscollege.edu/academics/programs/biol>

## Learning Outcomes

This discipline prepares students to do the following:

- Demonstrate an understanding of biological concepts through written and/or oral assignments and activities.
- Acquire scientific information from multiple sources including textbooks, the Internet, personal communication with professionals in the field, educational computer software.

- Estimate and/or calculate the characteristics of biological systems and demonstrate an understanding of these calculations in order to better understand the natural processes that produce these characteristics assessed through quizzes, exams, and other related assignments.
- Develop an understanding of relevant biological processes as well as processes from related sciences (e.g. physics, geology, chemistry) and apply these processes to predict the properties of biological systems.
- Examine how human activity has contributed to positive and negative changes in the environment to better understand and discuss past, current, and future environmental issues.

## Courses

### BIOL 102

#### Human Genetics

**3 Units (AA/AS; CSU; UC; IGETC 5B; CSUGE B2; Citrus GE)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): MATH 030 or higher.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

General principles of genetics and reproduction in wellness and disease as applied in humans. Topics include Mendelian inheritance, variations on Mendelian inheritance, multifactorial traits, DNA structure, function, and replication, cell division, population genetics, evolution, immunity, cancer, and genetic technologies.

### BIOL 104

#### Biology: Contemporary Topics

**3 Units (AA/AS; CSU; UC; IGETC 5B; CSUGE B2; Citrus GE)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### BIOL 105

#### General Biology

**4 Units (AA/AS; CSU; UC; IGETC 5B; IGETC 5C; CSUGE B2; CSUGE B3; Citrus GE)**

**54 lecture hours, 54 lab hours**

**Equivalent to: BIOL 105H, BIOL 106**

**Grade Mode: Standard Letter**

*Strongly recommended: MATH 030, and high school biology or chemistry; ENGL 099 if required by English placement exam or if required by English 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.

**BIOL 105H****General Biology - Honors**

**4 Units (AA/AS; CSU; UC; IGETC 5B; IGETC 5C; CSUGE B2; CSUGE B3; Citrus GE)**

**54 lecture hours, 54 lab hours**

**Equivalent to: BIOL 105**

**Grade Mode: Standard Letter**

*Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

*Strongly recommended: MATH 030, high school biology, or chemistry; also, ENGL 099 if required by English placement exam or if required by English level.*

The general biology course, lecture and laboratory, for non-majors, with emphasis upon molecular biology, cell structure and function, energy relationships, human physiological systems (including reproductive anatomy, reproductive cycles, development, and immunity), genetics, 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, through analysis of biological readings, presentations, and leadership skills demonstrated through class participation/presentation and service learning in community.

**BIOL 109****Biology for Educators**

**4 Units (AA/AS; CSU; CSUGE B2; CSUGE B3; Citrus GE)**

**54 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): MATH 030 (or higher) or concurrent enrollment.*

*Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**BIOL 116****HIV and AIDS: Insights and Implications**

**3 Units (AA/AS; CSU; UC; CSUGE E)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A course covering the most common sexually transmitted infections (STIs) 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.

**BIOL 124****Molecular and Cellular Biology**

**5 Units (AA/AS; CSU; UC; IGETC 5B; IGETC 5C; CSUGE B2; CSUGE B3; Citrus GE)**

**72 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): MATH 142 or MATH 150 or higher.*

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.

**BIOL 125****Evolution, Ecology & Biodiversity**

**5 Units (AA/AS; CSU; UC; IGETC 5B; IGETC 5C; CSUGE B2; CSUGE B3; Citrus GE)**

**72 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): MATH 142 or MATH 150 or higher.*

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.

**BIOL 145****Environmental Science**

**3 Units (AA/AS; CSU; UC; IGETC 5B; CSUGE B2; Citrus GE)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: BIOL 104 or BIOL 105 or BIOL 105H; ENGL 099 if required by English placement exam or if required by English level.*

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.

**BIOL 200****Human Anatomy**

**4 Units (AA/AS; CSU; UC; IGETC 5B; IGETC 5C; CSUGE B2; CSUGE B3; Citrus GE)**

**54 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): BIOL 105 or BIOL 105H or BIOL 124.*

Biology 200 is a lecture/laboratory course in human anatomy focusing on the structures and organs of the human body. Students will be required to learn and understand the structures from the molecular to gross levels, using the microscope, standard anatomical (plastic) models, and preserved specimens (sheep heart, sheep brain, and cat). Required of pre-nursing students.

**BIOL 201****Human Physiology**

**4 Units (AA/AS; CSU; UC; IGETC 5B; IGETC 5C; CSUGE B2; CSUGE B3; Citrus GE)**

**54 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): BIOL 200; CHEM 103 or CHEM 104 or CHEM 110 or CHEM 111 or CHEM 112.*

An advanced course in human physiology emphasizing muscle, nerve, circulation, respiration, excretion, digestion, and reproduction systems. Required of pre-nursing students.



**BIOL 220****Microbiology**

**5 Units (AA/AS; CSU; UC; IGETC 5B; IGETC 5C; CSUGE B2; CSUGE B3; Citrus GE)**

**54 lecture hours, 108 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): BIOL 105 or BIOL 105H or BIOL 124; CHEM 103 or CHEM 104 or CHEM 110 or CHEM 111 or CHEM 112.*

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.

**BIOL 698A****Cooperative Education**

**1 Unit (AA/AS)**

**60 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**BIOL 698B****Cooperative Education**

**2 Units (AA/AS)**

**120 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**BIOL 698C****Cooperative Education**

**3 Units (AA/AS)**

**180 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**BIOL 698D****Cooperative Education**

**4 Units (AA/AS)**

**240 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**BIOL 699A****Cooperative Education**

**1 Unit (AA/AS)**

**75 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**BIOL 699B****Cooperative Education**

**2 Units (AA/AS)**

**150 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**BIOL 699C****Cooperative Education**

**3 Units (AA/AS)**

**225 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**BIOL 699D****Cooperative Education**

**4 Units (AA/AS)**

**300 lab hours arranged**

**Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

## Programs

### Associate Degrees

- ADT in Biology (p. 114)
- A.S. in Biological Sciences (p. 112)
- A.S. in Pre-Allied Health (p. 113)

## A.S. in Biological Sciences

The associate degree in biological science prepares students for a curriculum in a four-year institution leading to a baccalaureate degree in such areas as microbiology, organismal biology, cell and molecular biology, and teaching.

## Requirements

**Students receiving this degree must meet the following requirements:**

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).

If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.

2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

#### Required courses:

BIOL 124	Molecular and Cellular Biology	5
BIOL 125	Evolution, Ecology & Biodiversity	5
CHEM 111	General Chemistry	5
CHEM 112	General Chemistry	5
MATH 190	Calculus with Analytic Geometry I	4
MATH 165	Introductory Statistics	4-5
or MATH 191	Calculus with Analytic Geometry II	
Total Units		28-29

## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Biological Sciences A.S. Degree will:

1. Demonstrate an understanding of biological concepts.
2. Acquire scientific information from multiple sources including textbooks, the Internet, personal communication with professionals in the field, and educational computer software.
3. Estimate and/or calculate the characteristics of biological systems and demonstrate an understanding of these calculations in order to better understand the natural processes that produce these characteristics.
4. Formulate scientific hypotheses in order to distinguish between scientific and non-scientific questions and methods.
5. Develop an understanding of relevant biological processes as well as processes from related sciences (e.g. physics, geology, chemistry) and apply these processes to predict the properties of biological systems.
6. Examine how human activity has contributed to positive and negative changes in the environment to better understand and discuss past, current, and future environmental issues.

## A.S. in Pre-Allied Health

The Pre-Allied Health degree provides students with a strong biology and chemistry foundation in preparation for Allied Health career fields such as nursing, dental hygiene, medical laboratory technology, and physical therapy. The Pre-Allied Health degree includes the pre-requisites for Registered Nursing programs at two-year colleges, and is transferable to Nursing and Health Science majors at various four-year institutions. Some variation in degree requirements may exist for a particular Allied Health program; therefore, it is essential that students refer to the catalog of their intended transfer institution and contact a counselor to ensure that all required coursework is completed.

## Requirements

Students receiving this degree must meet the following requirements:

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

#### Fall Semester 1 <sup>1</sup>

CHEM 103	College Chemistry	5
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#### Spring Semester 1

BIOL 200	Human Anatomy	4
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#### Fall Semester 2

BIOL 201	Human Physiology	4
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#### Spring Semester 2

BIOL 220	Microbiology	5
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#### Select one (1) of the following courses: <sup>2</sup>

CHEM 104	College Chemistry	5
MATH 165	Introductory Statistics	4
MATH 170	College Algebra	4
PSY 101	Introduction to Psychology	3
PSY 101H	Introduction to Psychology - Honors	3
SOC 201	Introduction to Sociology	3
SOC 201H	Introduction to Sociology - Honors	3
SPCH 101	Public Address	3
SPCH 101H	Public Address - Honors	3

Total Units	21-23
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<sup>1</sup> BIOL 105 should be taken Fall Semester 1 or earlier in preparation for advanced biology coursework.

<sup>2</sup> Electives may be taken any semester.

## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Pre-Allied Health A.S. Degree will:

1. Predict the function of unfamiliar structures based on knowledge of previously studied human cells, tissues, and organs.
2. Work safely in a laboratory or clinical setting with microorganisms.
3. Explain pharmaceutical drug actions based on knowledge of physiological mechanisms.
4. Communicate the importance of vaccination and antibiotic stewardship.
5. Apply knowledge of anatomy, physiology, and microbiology concepts to more advanced courses required for allied health careers.

## ADT in Biology

Biology is a natural science that focuses on living organisms, including their structure, function, growth and development, and evolution and adaptation to the environment. The Associate in Science in Biology for Transfer Degree (AS-T) can be a stand-alone degree or serve as preparation for a curriculum in a four-year institution, leading to a baccalaureate degree in areas such as microbiology, organismal biology, cell and molecular biology.

Students who complete this degree will be guaranteed admission with junior status to the California State University system, and will be given priority admission to our local CSU campus.

### Requirements

Students receiving this transfer degree must meet the following requirements:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

Required courses:

BIOL 124	Molecular and Cellular Biology	5
BIOL 125	Evolution, Ecology & Biodiversity	5
CHEM 111	General Chemistry	5
CHEM 112	General Chemistry	5
PHYS 201	Physics A: Mechanics	5
PHYS 202	Physics B: Thermodynamics and Electromagnetism	5
MATH 190	Calculus with Analytic Geometry I	4
Total Units		34

### Learning Outcomes

#### A.S.-Transfer Degree Level Student Learning Outcomes

Students completing the Biology A.S.-Transfer Degree will:

1. Demonstrate an understanding of biological concepts.
2. Acquire scientific information from multiple sources including textbooks, the Internet, personal communication with professionals in the field, and educational computer software.
3. Estimate and/or calculate the characteristics of biological systems and demonstrate an understanding of these calculations in order to better understand the natural processes that produce these characteristics.

4. Formulate scientific hypotheses in order to distinguish between scientific and non-scientific questions and methods.
5. Develop an understanding of relevant biological processes as well as processes from related sciences (e.g. physics, geology, chemistry) and apply these processes to predict the properties of biological systems.
6. Examine how human activity has contributed to positive and negative changes in the environment to better understand and discuss past, current, and future environmental issues.

## Biotechnology

Biotechnology is the application of biological systems and living organisms to address today's societal challenges. Biotechnology utilizes living cells to produce medicine, food, and alternative fuels, as well as remove environmental toxins. Courses in biotechnology lead to an associate degree in biotechnology, a certificate of achievement in biomanufacturing, and prepare students to immediately obtain entry-level positions as technicians in the local biotech industry.

### Faculty

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### Contact Information

#### Division

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#### Dean

Dr. Eric Rabitoy

#### Administrative Secretary

Chris Pagano

#### Division Office

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#### Division Phone Number

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#### Discipline Website

<http://www.citruscollege.edu/academics/programs/biot>

### Learning Outcomes

This discipline prepares students to do the following:

- Calibrate and safely operate standard equipment and instrumentation utilized in biotechnology.
- Document laboratory activities, experimental data, and procedures following Good Documentation Practice (GDP).
- Describe the principles of Good Laboratory Practice (GLP) and Good Manufacturing Practice (cGMP), and perform tasks in accordance with these standards and established safety procedures.

- Explain how biotechnology tools may be applied to address societal challenges.
- Describe key concepts in quality and how regulatory oversight shapes the biotechnology industry.
- Prepare for a job interview and generate a resume appropriate for entry-level positions in biotechnology.

## Courses

### BIOT 107

#### **Biotechnology: Transforming Society Through Biology**

**3 Units (AA/AS; CSU; UC; CSUGE B2; Citrus GE)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This lecture course serves as an introduction to biology concepts and their application in the field of biotechnology. Lecture content will emphasize the biology, business, and legal/ethical issues surrounding biotechnology. The course is appropriate for a wide range of students, including non-majors, who would like to explore how biological solutions may be employed to address today's societal issues. Topics include molecular and cellular biology, genetic engineering, drug development, GMOs, and biofuels.

### BIOT 108

#### **Intro to Biotechnology: Real World Biology Applications**

**4 Units (AA/AS; CSU; UC; IGETC 5B; IGETC 5C; CSUGE B2; CSUGE B3; Citrus GE)**

**54 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Strongly recommended: MATH 030 or MATH 032; ENGL 099 if required by English placement exam or if required by English level.*

This course will serve as a general introduction to biology with a focus on biotechnology appropriate for a wide range of students, including non-majors. Topics will encompass the biology, business, and legal/ethical issues surrounding biotechnology. Lecture content will emphasize cell structure and function, molecular biology, genetic engineering, drug development, biofuels, and discussion of utilizing living systems to address current societal challenges. The laboratory provides students with expanded hands-on experience of biotechnology techniques and applications.

### BIOT 110

#### **Biotechnology I: Basic Lab Skills and Documentation**

**5 Units (AA/AS; CSU; UC)**

**36 lecture hours, 162 lab hours**

**Grade Mode: Standard Letter**

*Strongly recommended: BIOT 107 or BIOT 108 or BIOL 104 or BIOL 105 or BIOL 124; MATH 030 or MATH 032; ENGL 099 if required by English placement exam or if required by English level.*

This course introduces students to scientific instrumentation and techniques employed in the biotechnology industry. The course includes a significant laboratory component focused on laboratory safety, operation of standard equipment, industry documentation practices, laboratory math, preparation of chemical solutions, aseptic technique, and DNA isolation and manipulation. Students will gain an appreciation for the diversity of biotechnology companies in our region and local workforce trends. Good communication, teamwork, and work-readiness skills are emphasized.

### BIOT 125

#### **Quality and Regulatory Practices in Biotechnology**

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: MATH 030 or MATH 032; ENGL 099 if required by English placement exam or if required by English level.*

This course serves as an introduction to basic quality principles and tools with an emphasis on their application in biotechnology. Students will explore concepts related to quality control, quality assurance, validation, documentation, and regulatory compliance within this industry. The course prepares students for examination through the American Society for Quality to become a Certified Quality Improvement Associate (CQIA).

### BIOT 150

#### **Biotechnology II: Biomanufacturing and Quality Principles**

**4 Units (AA/AS; CSU)**

**36 lecture hours, 108 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): BIOT 110.*

*Strongly recommended: MATH 030 or MATH 032; ENGL 099 if required by English placement exam or if required by English level.*

This course builds upon the concepts and laboratory techniques introduced in Biotechnology I: Basic Lab Skills and Documentation. Students will closely examine the biomanufacturing sector, including facility design, the production process, quality control, and quality assurance. Governmental regulation of the biomanufacturing industry will be highlighted as students explore Good Manufacturing Practice and Good Documentation Practice. This course includes a significant laboratory component focusing on large-scale protein production and purification, environmental monitoring, equipment validation, and clean room operations. Resume writing and job interview skills for biomanufacturing employment opportunities will be emphasized.

## Programs

### Associate Degree

- Biotechnology (p. 115)

### Certificate of Achievement

- Biomanufacturing (p. 116)

## A.S. in Biotechnology

Biotechnology involves the application of biology to develop new products and technologies to combat disease, reduce our environmental impact, provide cleaner fuel sources, improve food production, and create safer industrial processes. The Citrus College Biotechnology A.S. degree includes a mix of basic science courses and hands-on laboratory classes designed to provide essential technical training and experiences necessary to thrive in this growing industry. Students will gain the conceptual knowledge, practical skills, and confidence to obtain entry-level employment as biological technicians, manufacturing production technicians, quality control technicians, and environmental monitoring technicians in bioscience laboratories and companies. The program emphasizes work readiness skills, such as resume writing, teamwork, and communication. This degree is intended for students who wish to enter the workforce upon completion.

## Requirements

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

### Required courses:<sup>1</sup>

Select either BIOT 107 or BIOT 108:

BIOT 107	Biotechnology: Transforming Society Through Biology	3
BIOT 108	Intro to Biotechnology: Real World Biology Applications	4
BIOT 110	Biotechnology I: Basic Lab Skills and Documentation	5
BIOT 125	Quality and Regulatory Practices in Biotechnology	3
BIOT 150	Biotechnology II: Biomanufacturing and Quality Principles	4
MATH 165	Introductory Statistics	4
Select either chemistry sequence:		
CHEM 103 & CHEM 104	College Chemistry and College Chemistry	10
CHEM 111 & CHEM 112	General Chemistry and General Chemistry	10
Total Units		29-30

<sup>1</sup> Students may need to fulfill prerequisites before enrolling in required courses. Students are advised to consult the Citrus College catalog or speak with a counselor for more information.

## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Biotechnology A.S. Degree will:

1. Calibrate and safely operate standard equipment and instrumentation utilized in biotechnology.
2. Document laboratory activities, experimental data, and procedures following Good Documentation Practice (GDP).
3. Describe the principles of Good Laboratory Practice (GLP) and Good Manufacturing Practice (cGMP), and perform tasks in accordance with these standards and established safety procedures.
4. Explain how biotechnology tools may be applied to address societal challenges.
5. Describe key concepts in quality and how regulatory oversight shapes the biotechnology industry.
6. Prepare for a job interview and generate a resume appropriate for entry-level positions in biotechnology.

## Certificate in Biomanufacturing

Biomanufacturing is a diverse industry merging large-scale manufacturing practices with biotechnology applications. Companies in this growing sector manufacture a variety of products, such as therapeutics, clinical diagnostic tests, food and beverages, dietary supplements, and biofuels. The Biomanufacturing Certificate of Achievement at Citrus College prepares students for in-demand entry-

level positions in the local biomanufacturing industry. Upon completion of the program, students will be prepared to seek employment as biological technicians, manufacturing production technicians, quality control technicians, and environmental monitoring technicians. Students gain conceptual knowledge of biotechnology and its regulation, as well as extensive hands-on laboratory experience with industry-standard tools and equipment. The program also emphasizes workforce readiness, including resume writing and job interview skills.

## Requirements

### Required courses

BIOT 107 or BIOT 108	Biotechnology: Transforming Society Through Biology Intro to Biotechnology: Real World Biology Applications	3-4
BIOT 110	Biotechnology I: Basic Lab Skills and Documentation	5
BIOT 125	Quality and Regulatory Practices in Biotechnology	3
BIOT 150	Biotechnology II: Biomanufacturing and Quality Principles	4
MATH 142 or MATH 144 or MATH 150	Beginning and Intermediate Algebra II <sup>1</sup> Technical Mathematics Intermediate Algebra	5
Total Units		20-21

<sup>1</sup> Some sections of MATH 142 Beginning and Intermediate Algebra II are fast track (second 8 weeks of the semester), and require that students also register for a fast track section of MATH 032 Beginning and Intermediate Algebra I (first 8 weeks of the semester).

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Biomanufacturing Certificate of Achievement will:

1. Calibrate and safely operate standard equipment and instrumentation utilized in the biomanufacturing industry.
2. Document laboratory activities, experimental data, and manufacturing procedures following Good Documentation Practices (GDP) used in the biomanufacturing industry.
3. Explain the significance of and demonstrate proficiency in aseptic technique for maintaining product integrity in a biomanufacturing setting.
4. Prepare a variety of chemical solutions necessary for the biomanufacturing process and quality testing.
5. Prepare for a job interview and generate a resume appropriate for entry-level positions in the biomanufacturing industry.
6. Describe the principles of Good Manufacturing Practices (cGMP) and perform tasks in accordance with these standards and established safety procedures.

# Business

Business is the study of the practices and products of commerce. Areas of concentration within this program include business management, business law, marketing, advertising, business ethics, personal finance, real estate, international business, and business communication skills. Business courses satisfy general education requirements for the Associate's Degree for Transfer in Business Administration, the Associate of Science Degree in Business, a certificate of achievement, numerous skill awards, and lower division transfer requirements.

## Faculty

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## Contact Information

### Division

Math and Business

### Dean

Michael Wangler

### Administrative Secretary

Cynthia Audelo

### Division Office

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### Email

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### Discipline Website

<http://www.citruscollege.edu/academics/programs/bus>

## Learning Outcomes

This discipline prepares students to do the following:

- Promote the development of organizational skills, such as networking, writing, speaking, and listening skills that lead to effective communication within and between organizations.
- Develop an understanding of the financial and investment priorities of individuals and organizations as impacted by financial institutions/markets and changing economic conditions.
- Encourage the development of critical and analytical skills within students through readings, lectures, discussions, exams, case studies, and projects.

- Promote the understanding of and appreciation for the ethical behavior and social responsibility of individuals, organizations, and institutions within the global community.
- Demonstrate an understanding of the impact that the global environment has on today's organizations.
- Understand how the functions of management (planning, organizing, leading, and controlling) impact organizational performance.
- Create understanding of the environments that impact organizational growth and job creation. Those factors are the economic and legal, the technological, the competitive, and the social environments.

## Courses

### BUS 130

#### Introduction to Business

**3 Units (AA/AS; CSU; UC)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

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.

### BUS 132

#### Ethics in Business

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course emphasizes development of managerial decision-making skills utilizing ethical business standards for improvement of business organizations, communities, government, and international trade.

### BUS 140

#### International Business

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: BUS 130; ENGL 099 if required by English placement exam or if required by English level.*

A comprehensive overview of international business with a global perspective on international trade including foreign investments, impact of financial markets, international marketing, and the operation of multi-national corporations.

### BUS 146

#### Personal Finance

**3 Units (AA/AS; CSU; CSUGE E)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course is an integrative approach to personal finance focusing on practical financial decision making as well as the social, psychological, and physiological contexts in which those decisions are made. Students will examine their relationships with money, set personal goals, and develop a plan to meet those goals. Topics include consumerism, debt, disability, death and taxes.

**BUS 150****Business English****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**BUS 152****Business Communications****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): ENGL 101 or ENGL 101H.**Strongly recommended: BUS 150.*

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.

**BUS 160****Business Law and the Legal Environment I****3 Units (AA/AS; CSU; UC)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

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, intellectual property, principles of contract law, commercial transactions, and ethical business practices.

**BUS 161****Business Law and the Legal Environment II****3 Units (AA/AS; CSU; UC)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

A study of law, with an emphasis on the law's relationship to business.

Topics covered include agency, employment law, consumer law, environmental law, sole proprietorships, franchises, partnerships, corporations, insurance, real and personal property, landlord-tenant law, wills and trusts, elder law, creditors' rights and remedies, secured transactions, bankruptcy law, negotiable instruments, antitrust law, professional liability, and international law.

**BUS 170****Small Business Management****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**BUS 172****Human Resources Management****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

The study of Human Resources 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.

**BUS 175****Introduction to Management****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A course focusing on communication, decision making, and leadership for administrative and managerial positions in business, government, the professions, and the volunteer sector.

**BUS 185****Elements of Marketing****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**BUS 192****Advertising****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

## Programs

**Associate Degrees**

- ADT in Business Administration (p. 119)
- A.S. in Business (p. 119)

**Certificates of Achievement**

- Business Information Professional (p. 245)

**Skill Awards**

- Entrepreneurship (p. 120)
- Finance (p. 120)
- Human Resource Management (p. 120)

- Marketing (p. 120)
- Principles of Management (p. 121)
- Quickbooks (p. 85)
- Real Estate (p. 263)

## A.S. in Business

Business is the study of the practices and products of commerce. Areas of concentration for this degree can include business management, business law, marketing, finance, business ethics, and business communications. Students will take courses in business as well as related fields required for business majors. This degree is designed to:

1. Prepare students for transfer to non-CSU, four-year institutions by offering or requiring business-related courses, in addition to those required for the AS-T degree in business administration, that fulfill either transfer or elective requirements for the University of California or other private institutions;
2. Ensure that students interested in using the AS in business as their terminal degree receive sufficient education in business-related issues; and/or
3. Prepare students for professional careers or otherwise enhance their personal growth. The degree requires completion of 60 semester units.

### Requirements

Students receiving this degree must meet the following requirements:

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

#### Required courses:

ACCT 101	Financial Accounting	4
ACCT 102	Managerial Accounting	4
BUS 130	Introduction to Business	3
BUS 160	Business Law and the Legal Environment I	3
ECON 101	Principles of Macroeconomics	3
ECON 102	Principles of Microeconomics	3

#### Select one (1) of the following courses:

MATH 162	Introductory Mathematical Analysis	4
MATH 165	Introductory Statistics	4
MATH 190	Calculus with Analytic Geometry I	4

#### Select one (1) of the following courses:

ACCT 110	Income Tax Accounting	4
BUS 132	Ethics in Business	3
BUS 140	International Business	3
BUS 146	Personal Finance	3

BUS 150	Business English	3
BUS 152	Business Communications	3
BUS 161	Business Law and the Legal Environment II	3
BUS 170	Small Business Management	3
BUS 172	Human Resources Management	3
BUS 175	Introduction to Management	3
BUS 185	Elements of Marketing	3
BUS 192	Advertising	3
ITIS 130	Microcomputer Applications I	4
OFF 101	Introduction to Microsoft Office Applications	3.5
REAL 210	Real Estate Principles	3
REAL 212	Real Estate Practice	3
Total Units		27-28

### Learning Outcomes

#### A.S. Degree Level Student Learning Outcomes

Students completing the Business A.S. Degree will:

1. Develop an understanding of how to communicate effectively within business organizations.
2. Develop an understanding of the need for critical and analytical skills relating to business.
3. Know the functions of business management and their impact on organizational performance.
4. Understand the environments that impact on organizational growth.

## ADT in Business Administration

Business is the study of the practices and products of commerce.

The Associate in Science in Business Administration for Transfer (AS-T) provides lower division preparation for students planning to transfer into business or business administration programs. Students will take courses in business as well as related fields required for business majors. This degree can lead students into several areas of concentration at four-year universities, including the following: business management, business law, marketing, finance, business ethics, and business communications.

### Requirements

Students receiving this transfer degree must meet the following requirements:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.



ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

**Required courses:**

ACCT 101	Financial Accounting	4
ACCT 102	Managerial Accounting	4
BUS 160	Business Law and the Legal Environment I	3
ECON 101	Principles of Macroeconomics	3
	or ECON 101H Principles of Macroeconomics - Honors	
ECON 102	Principles of Microeconomics	3

**Select one (1) of the following courses:**

MATH 162	Introductory Mathematical Analysis	4
MATH 165	Introductory Statistics	4

**Select two (2) of the following courses:**

The math course not chosen above		4
BUS 130	Introduction to Business	3
BUS 152	Business Communications	3
ITIS 130	Microcomputer Applications I	4

Total Units 27-29

## Learning Outcomes

### A.S.-Transfer Degree Level Student Learning Outcomes

Students completing the Business Administration A.S.-Transfer Degree will:

1. Effectively communicate within business organizations.
2. Critically analyze business issues.
3. Understand the functions of business management and their impact on organizational performance.
4. Understand the environments that impact on organizational growth.

## Skill Award in Entrepreneurship

This skill award exposes students to the world of entrepreneurship. Students will become familiar with the various approaches and issues involved in running a small business. This skill award will aid students who want to start a business.

**Required courses:**

BUS 161	Business Law and the Legal Environment II	3
BUS 170	Small Business Management	3
BUS 175	Introduction to Management	3
Total Units		9

### Skill Award Level Student Learning Outcomes

Students completing the Entrepreneurship Skill Award will:

1. Learn and analyze how to operate a small business.

## Skill Award in Finance

The Finance Skill Award has been designed to equip students with the basic knowledge and skills to manage their own financial affairs more effectively.

**Required courses:**

BUS 132	Ethics in Business	3
BUS 146	Personal Finance	3
REAL 210	Real Estate Principles	3
	or REAL 212 Real Estate Practice	

Total Units 9

### Skill Award Level Student Learning Outcomes

Students completing the Finance Skill Award will:

1. Develop a broad understanding of finance, ethics and real estate.

## Skill Award in Human Resource Management

This skill award exposes students to the business world and the role of human resources with various approaches to business organization and the strategic nature of human resources. This skill award will aid the student's search for an entry-level job in the business world.

**Required courses:**

BUS 130	Introduction to Business	3
BUS 132	Ethics in Business	3
BUS 172	Human Resources Management	3

Total Units 9

### Skill Award Level Student Learning Outcomes

Students completing the Human Resource Management Skill Award will:

1. Will have a basic understanding in designing a training program for making appropriate staffing decisions, selection procedures, evaluating training needs, employee benefit concepts, and government regulations.

## Skill Award in Marketing

This skill award exposes students to the role marketing plays in organizations. Students will gain experience in developing a marketing strategy. This skill award may aid the student in searches for entry-level jobs in marketing.

**Required courses:**

BUS 130	Introduction to Business	3
BUS 185	Elements of Marketing	3
BUS 192	Advertising	3

Total Units 9

### Skill Award Level Student Learning Outcomes

Students completing the Marketing Skill Award will:

1. Understand and analyze the basic "4 Ps" model for marketing products and services.

## Skill Award in Principles of Management

This skill award exposes students to the importance of the principles of management and their impact on today's organizations. Students learn about the strategic nature of management and how the functions of management are applied within organizations. This skill award may aid the student's search for an entry-level job in the business world.

### Required courses:

BUS 160	Business Law and the Legal Environment I	3
BUS 172	Human Resources Management	3
BUS 175	Introduction to Management	3
Total Units		9

### Skill Award Level Student Learning Outcomes

Students completing the Principles of Management Skill Award will:

1. Gain an understanding of the principles of management with the intent to implement them in the work place.

## Chemistry

Chemistry, a natural science, studies the composition, structure, properties, and reactions of matter, especially of atomic and molecular systems. Courses include organic and inorganic chemistry as well as quantitative analysis. Chemistry courses satisfy general education requirements for the associate degree and lower division transfer and can be used to fulfill some of the major requirements for the physical science associate of science degree.

### Faculty

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#### Division

Natural, Physical and Health Sciences

#### Dean

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#### Administrative Secretary

Chris Pagano

#### Division Office

PS 114

#### Division Phone Number

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#### Email

chemistry@citruscollege.edu

#### Discipline Website

<http://www.citruscollege.edu/academics/programs/chem>

### Learning Outcomes

This discipline prepares students to do the following:

- Formulate knowledge of chemical processes for use in professional fields related to the discipline.
- Develop knowledge of elements and the synthetic process of compounds as used in the chemistry discipline.
- Analyze and understand relevant chemical processes as well as related sciences (biology and physics) and logically apply them to the professional disciplines.
- Utilize the most current technological tools (computers, IR Spectroscopy) to assist in the study and development of processes related to the chemistry discipline.

### Courses

#### CHEM 103

#### College Chemistry

**5 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3; Citrus GE)**

**72 lecture hours, 72 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): MATH 030 or higher.*

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 processes and chemical equilibrium. Required for students transferring to four-year college nursing programs and students majoring in physical therapy, occupational therapy, and home economics.

**CHEM 104****College Chemistry****5 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3)****72 lecture hours, 72 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): CHEM 103 or CHEM 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.

**CHEM 110****Beginning General Chemistry****5 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3; Citrus GE)****54 lecture hours, 126 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 142 or MATH 150 or higher; MATH 150 may be taken concurrently.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An introductory course in the fundamental principles of chemistry. Topics covered are those necessary for understanding chemical structure and reactivity, and for 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.

**CHEM 111****General Chemistry****5 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3; Citrus GE)****54 lecture hours, 126 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 142 or MATH 150 or higher; CHEM 110 or passing score on Chemistry Placement Test.*

A general course in the fundamental principles of chemistry. Topics covered include periodicity, stoichiometry, nomenclature, atomic structure, bonding, chemical calculations, thermodynamics, intermolecular forces, gases and organic chemistry. The course is designed for all science and engineering majors and pre-medical students.

**CHEM 112****General Chemistry****5 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3; Citrus GE)****54 lecture hours, 126 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): CHEM 111.*

A general course in the fundamental principles of chemistry. CHEM 112 is a continuation of CHEM 111 and includes topics of equilibrium, kinetics, acid-base chemistry, electrochemistry, nuclear processes, coordination chemistry and thermodynamics.

**CHEM 202****Organic Chemistry II with Lab****4 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; Citrus GE)****54 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): CHEM 201.*

The second semester of organic chemistry for pre-professional programs in medicine, dentistry and pharmacy. The course includes properties of aromatic compounds, aldehyde, ketones, acid derivatives and NMR. The lab includes synthesis and IR analysis of selected organic compounds.

**CHEM 210****Organic Chemistry A****3 Units (AA/AS; CSU; UC; IGETC 5A; CSUGE B1; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): 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.

**CHEM 211L****Organic Chemistry A Laboratory****1 Unit (AA/AS; CSU; UC; Citrus GE)****54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): CHEM 210 (or concurrent enrollment) and CHEM 112.*

Introduction to organic laboratory techniques such as melting point, crystallization, distillation, thin layer chromatography, extraction. Synthesis of an ether and an alkene.

**CHEM 220****Organic Chemistry B****3 Units (AA/AS; CSU; UC; IGETC 5A; CSUGE B1; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): CHEM 210.*

A course in organic chemistry including the properties and reactions of aromatic compounds, aldehydes, ketones, carboxylic acid derivatives, enols, enolates, amines, NMR. Second semester 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.

**CHEM 221L****Organic Chemistry B Laboratory****1 Unit (AA/AS; CSU; UC; Citrus GE)****54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): CHEM 210 and CHEM 211L; CHEM 220 (or concurrent enrollment).*

Synthesis of selected organic compounds, including multi-step processes, techniques of column chromatography, IR spectroscopy.

**CHEM 698A****Cooperative Education****1 Unit (AA/AS)****60 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**CHEM 698B****Cooperative Education****2 Units (AA/AS)****120 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**CHEM 698C****Cooperative Education****3 Units (AA/AS)****180 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**CHEM 698D****Cooperative Education****4 Units (AA/AS)****240 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**CHEM 699A****Cooperative Education****1 Unit (AA/AS)****75 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**CHEM 699B****Cooperative Education****2 Units (AA/AS)****150 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**CHEM 699C****Cooperative Education****3 Units (AA/AS)****225 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**CHEM 699D****Cooperative Education****4 Units (AA/AS)****300 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

## Programs

### Associate Degree

- A.S. in Physical Science (p. 213)

## Child Development

The Child Development Program explores the theories and concepts necessary for the healthy growth and development of children from conception through adolescence. Child development courses provide both the theoretical and practical skills and experiences necessary to obtain a transfer degree or gain employment in the field of early childhood education.

Students who complete the appropriate coursework may earn the Early Childhood Education Associate in Science for Transfer degree (ECE AS-T). The transfer degree focuses on the theoretical background of child development and developmentally appropriate practices of education for young children. Students who complete this transfer degree will achieve junior status to the California State University system, and will be given priority admission to our local CSU campus.

Students completing appropriate coursework may earn the following certificates of achievement: Child Development Teacher, Child Development Master Teacher, or Child Development Master Teacher-Early Intervention. Students completing the appropriate courses may earn the following skill awards: Child Development Associate Teacher or Infant and Child Development Associate Teacher Skill Award.

### Faculty

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## Contact Information

### Division

Social and Behavioral Sciences

### Dean

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Gayle Allen

### Division Office

CI 120

### Division Phone Number

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### Discipline Website

<http://www.citruscollege.edu/academics/programs/chld>

## Learning Outcomes

This discipline prepares students to do the following:

- Acquire knowledge, communication, and foundational teaching skills necessary to work in the teaching profession.
- Identify, analyze, and apply theories of early childhood education and child development.
- Apply ethical standards and professional behaviors that demonstrate an understanding, knowledge, and a deepening commitment to the child development profession and early childhood education.
- Demonstrate global consciousness to work with diverse cultures, families, and individuals and teach children.
- Acquire knowledge and foundational teaching skills necessary to work in the teaching profession.
- Apply effective guidance and teaching strategies that support social growth, learning, and identity development and promote self-confidence.
- Design, implement and evaluate environments and activities that support positive relationships, social skills and learning outcomes for children.

## Courses

### CHLD 100

#### Introduction to Education and Teaching Grades K-12

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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 are REQUIRED to observe 45 hours in a PUBLIC ELEMENTARY CLASSROOM to complete the course successfully.

### CHLD 110

#### Early Childhood Development

**3 Units (AA/AS; CSU; Citrus GE; CSUGE D9)**

**54 lecture hours**

**Equivalent to: HDEV 110**

**Grade Mode: Pass/No Pass, Standard Letter**

This introductory course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through early childhood. There will be an emphasis on interactions between maturational processes and environmental factors. While studying development, students will observe children, evaluate individual differences and analyze characteristics of development at various stages.

### CHLD 111

#### Child Development Youth - Adolescence

**3 Units (AA/AS; CSU; UC; Citrus GE; CSUGE D7)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

### CHLD 112

#### Principles of Early Childhood Education I

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Equivalent to: HDEV 112**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course is designed to introduce students to the theoretical principles of developmentally appropriate practice as applied to programs and environments with an emphasis on the role of relationships, constructive adult-child-parent interactions, and teaching strategies that support physical, social/emotional, creative and intellectual development for all young children regardless of their individual and diverse needs. Observation, analysis and assessment of programs for young children will be required. The course includes a review of the historical roots of early childhood programs and the evolution of professional practices promoting advocacy, ethics and professional identity.

**CHLD 114****Home-Child-Community Relations****3 Units (AA/AS; CSU; CSUGE D7)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An examination of the developing child in a societal context which focuses on the interrelationships of family, school and community and emphasizes historical and socio-cultural factors. The processes of socialization and identity development will be highlighted. The course includes an examination of community resources, the teacher's role and the influences of age, gender, diverse abilities, culture, socio-economic status and public policy factors that affect children and families.

**CHLD 116****Introduction to Curriculum****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course will present an overview of knowledge and skills related to providing curriculum and environments for young children from birth through age six. Examination of the teacher's role in supporting learning and development in young children with an emphasis on the essential role of play. This course provides strategies for developmentally appropriate practice based on observation and assessments across the curriculum including the following areas: 1) language and literacy, math and science, 2) creative art and experiences 3) development of physical, social-emotional and cognitive skills.

**CHLD 120****Literacy for Children****3 Units (AA/AS; CSU; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

This course will explore teaching strategies, interactions and environments necessary for nurturing early language development and literacy skills in the preschool and early school-age child. Students will analyze developmentally appropriate curriculum that supports children's emerging listening, speaking, reading and writing skills. Students will survey children's picture books and learn techniques to enhance literacy development across the curriculum including storytelling, puppetry and other relevant language arts experiences for children 0-8 years.

**CHLD 121****Art for Children****2 Units (AA/AS; CSU)****36 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

Designed to provide the student with opportunities to experience and evaluate art and crafts materials used with the preschool and early school-age child to discover the development of creativity 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 and creative thinking within diverse cultures and society at large.

**CHLD 122****Music and Rhythms for Children****2 Units (AA/AS; CSU)****36 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

I. This course will provide the student with basic skills and techniques for using musical instruments, recordings and songs and develop rhythmic movement activities to use with preschool and early school-age children. Students will analyze, discuss and plan developmentally appropriate curriculum that supports children's music and movement needs. Previous music experience is not required.

**CHLD 123****Science Experiences for Children****1 Unit (AA/AS; CSU)****18 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

This course focuses on planning and implementing science experiences with preschool and early school-age children. Students will analyze and plan developmentally appropriate curriculum that supports children's understanding of life, earth and physical science concepts. This course provides exposure to formal, informal and incidental science activities and direct use of science materials. Students will analyze the teacher's role in incorporating science concepts within the total program for children.

**CHLD 124****Math for Children****1 Unit (AA/AS; CSU)****18 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The student will gain knowledge of practical mathematics activities to use with preschool and early-school age children. The student will plan developmentally appropriate math curriculum activities. This course focuses on analyzing relevant theories of child development to provide the student with opportunities to evaluate mathematical materials and activities for use in the early childhood education classroom.

**CHLD 130****Infant Development and Group Care****3 Units (AA/AS; CSU; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**CHLD 134****Parent-Child Interaction****3 Units (AA/AS; CSU; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

This course explores dynamics of the parent-child relationship. Students will analyze the process of being a parent, stages of parenthood, and consider both internal and external forces that influence parent-child interactions. 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.

**CHLD 144****Health, Safety and Nutrition for Young Children****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

This course provides an overview of health, safety and nutrition standards, regulations, laws, policies and procedures and focuses on health, safety and nutrition program development and curriculum materials in early childhood education settings. Key components that ensure physical and mental health and safety for both children and staff will be identified. Emphasis will be placed on the importance of collaborating with families and health professionals.

**CHLD 150****Multi-Culture Anti-Bias Classrooms****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

This course will involve self-reflection of one's own understanding of educational principles as one integrates anti-bias goals to better inform teaching practices and program development. Students will examine the development of social identities in diverse societies including theoretical and practical implications affecting young children, families, programs, teaching and education/schooling. Included is an examination of culturally relevant and linguistically appropriate approaches that support all children in becoming competent members of a diverse society.

**CHLD 154****Observing and Recording Behavior****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): CHLD 110 or PSY 206; CHLD 112.*

This course focuses on the appropriate use of assessment and observation strategies to document development, growth, curriculum and activities in early childhood. Students will practice a variety of techniques in a variety of different settings including; recording strategies, rating systems, portfolios, and multiple assessment tools.

**CHLD 156****Practicum in Early Childhood Education****2 Units (AA/AS; CSU)****36 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): CHLD 112, CHLD 114, CHLD 116 and CHLD 154; CHLD 110 or PSY 206.**Co-Requisite(s): CHLD 156L.*

This course is designed to provide the student with opportunities to plan and implement developmentally appropriate activities in an early childhood setting. Emphasis is placed on developing professional relationships, planning and implementation of curriculum, environment design. A variety of programs and philosophies will be examined. Students will use practical classroom experiences to make connections between theory and practice and are required to be registered in CHLD 156L concurrently.

**CHLD 156L****Practicum Lab****1 Unit (AA/AS; CSU)****54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): CHLD 112, CHLD 114, CHLD 116 and CHLD 154; CHLD 110 or PSY 206.**Co-Requisite(s): 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. NOTE: This class should be taken at the same time as CHLD 156 Practicum.

**CHLD 160****Perceptual Motor and Movement Activities****2 Units (AA/AS; CSU)****36 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English 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 aid children in acquiring movement abilities and fitness, as well as facilitate social interaction and cognitive development. Participants will develop movement experiences for use in the classroom and in the planning of a motor development curriculum.

**CHLD 164****The Child with Special Needs****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**CHLD 166****Speech and Language Development and Disorders****2 Units (AA/AS; CSU)****36 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

This course will cover children's acquisition of speech and language skills from birth to age five. 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.

**CHLD 168****Development Risk: Infants and Toddlers****2 Units (AA/AS; CSU)****36 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**CHLD 169****Managing Challenging and Disruptive Behaviors****1 Unit (AA/AS)****18 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**CHLD 181****Infant and Toddler Caregiver: Relationships****1 Unit (AA/AS)****18 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**CHLD 182****Infant and Toddler Caregiver: Socialization and Emotional Development****1 Unit (AA/AS)****18 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**CHLD 183****Infant and Toddler Caregiver: Learning and Development****1 Unit (AA/AS)****18 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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 or toddler'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.

**CHLD 184****Infant and Toddler Caregiver: Environments and Routines****1 Unit (AA/AS)****18 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**CHLD 190****Administration of Early Childhood Education Programs I****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): CHLD 112 and 114; CHLD 110 or 111 or PSY 206.*

Students who meet one of the following conditions may also qualify for this course: (1) Students who possess a California Child Development "Teacher" level permit on the statewide permit matrix or (2) Students with two years of work experience at the teacher level in early childhood education. This course is an 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.



**CHLD 191****Administration of Early Childhood Education Programs II****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter**

*Prerequisite(s): CHLD 112, CHLD 114 and CHLD 116; CHLD 110 or PSY 206; Student may substitute other courses for CHLD 112 but must have 12+ units of child development.*

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.

**CHLD 194****Personnel Issues in Adult Supervision and Mentoring****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter**

*Prerequisite(s): CHLD 156 and CHLD 156L.*

This course addresses those personnel issues most often encountered by administrators of Early Childhood Education programs 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.

## Programs

**Associate Degrees**

- ADT in Early Childhood Education (p. 128)
- ADT in Elementary Teacher Education (p. 129)
- A.S. in Child Development (p. 128)

**Certificates of Achievement**

- Child Development Teacher (p. 131)
- Child Development Master Teacher (p. 130)
- Child Development Master Teacher - Early Intervention (p. 131)

**Skill Awards**

- Child Development Associate Teacher (p. 132)
- Infant and Child Development Associate Teacher (p. 132)

## A.S. in Child Development

The curriculum leads to an Associate in Science degree and meets the educational requirements for employment as a teacher or assistant teacher in preschools and children's centers.

### Requirements

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

**Three (3) units of Child Development**

CHLD 110	Early Childhood Development	3
or PSY 206	Child Growth and Development	

**Required courses:**

CHLD 112	Principles of Early Childhood Education I	3
CHLD 114	Home-Child-Community Relations	3
CHLD 116	Introduction to Curriculum	3
CHLD 144	Health, Safety and Nutrition for Young Children	3
CHLD 150	Multi-Culture Anti-Bias Classrooms	3
CHLD 154	Observing and Recording Behavior	3

**Required practicum (fieldwork) course & lab:**

CHLD 156	Practicum in Early Childhood Education	2
CHLD 156L	Practicum Lab	1

Total Units		24
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## Learning Outcomes

**A.S. Degree Level Student Learning Outcomes**

Students completing the Child Development A.S. Degree will:

1. Demonstrate the ability to identify, analyze, and apply theories of early childhood education and child development.
2. Demonstrate global consciousness as they work with diverse cultures, families, and individuals and teach children.
3. Acquire knowledge and foundational skills necessary to work in the teaching profession.
4. Apply effective guidance and teaching strategies that support social growth, learning, and identity development and promote self-confidence.
5. Design, implement and evaluate environments and activities that support positive, developmental play and learning outcomes for children.
6. Apply ethical standards and professional behaviors that demonstrate understanding, knowledge, and a deepening commitment to the child development profession and early childhood education.

## ADT in Early Childhood Education

Early Childhood Education focuses on the teaching and care of young children by providing the theoretical background of child development and developmentally appropriate practices of education of young children. Students who complete this degree may enter with junior status to the California State University system, and will be given priority admission to our local CSU campus.

### Requirements

**Students receiving this transfer degree must meet the following requirements:**

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).

- b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.

2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

**Required courses:**

CHLD 112	Principles of Early Childhood Education I	3
CHLD 114	Home-Child-Community Relations	3
CHLD 116	Introduction to Curriculum	3
CHLD 144	Health, Safety and Nutrition for Young Children	3
CHLD 150	Multi-Culture Anti-Bias Classrooms	3
CHLD 154	Observing and Recording Behavior	3
PSY 206	Child Growth and Development	3

**Required practicum (fieldwork) course and lab:**

CHLD 156	Practicum in Early Childhood Education	2
CHLD 156L	Practicum Lab	1

Total Units		24
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## Learning Outcomes

### A.S.-Transfer Degree Level Student Learning Outcomes

Students completing the Early Childhood Education A.S.-Transfer Degree will:

1. Demonstrate the ability to identify, analyze, and apply theories of early childhood education and child development.
2. Demonstrate global consciousness as they work with diverse cultures, families, and individuals and teach children.
3. Acquire knowledge and foundational teaching skills necessary to work in the teaching profession.
4. Apply effective guidance and teaching strategies that support social growth, learning and identity development, and promote self-confidence.
5. Design, implement and evaluate environments and activities that support positive relationships, social skills and learning outcomes for children.
6. Apply ethical standards and professional behaviors that demonstrate an understanding knowledge, and a deepening commitment to the child development profession and early childhood education.

## ADT in Elementary Teacher Education

The Associate in Arts in Elementary Teacher Education for Transfer degree (AA-T) offers students a breadth of study across disciplines. In this major students learn to think critically, communicate clearly and prepare for transfer into a liberal studies program at a four-year university. The liberal studies is the most common "approved major" for teacher preparation and best prepares students to take the CBEST and CSET exams.

## Requirements

**Students receiving this transfer degree must meet the following requirements:**

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

**Required courses:**

CHLD 100	Introduction to Education and Teaching Grades K-12	3
BIOL 105	General Biology	4
	or BIOL 105H General Biology - Honors	
	or BIOL 109 Biology for Educators	
ENGL 101	Reading and Composition	3
	or ENGL 101H Reading and Composition - Honors	
ENGL 102	Introduction to Literature	3
ESCI 106	Earth and Space Science for Educators	4
	or ESCI 120 Physical Geology	
GEOG 102	Cultural Geography	3
HIST 103	History of World Civilization up to 1500 C.E.	3
	or HIST 103H History of World Civilization up to 1500 C.E./Honors	
HIST 107	History of the United States before 1877	3
	or HIST 107H History of the United States before 1877 - Honors	
MATH 168	Mathematics for Elementary Teachers I	4
POLI 103	American Government and Politics	3
	or POLI 103H American Government and Politics - Honors	
PSY 206	Child Growth and Development	3
SPCH 101	Public Address	3
	or SPCH 101H Public Address - Honors	

**Required physical science courses:**

CHEM 110	Beginning General Chemistry	5
PHYS 110	Physics in Everyday Life	4

**Select one (1) of the following courses:**

ENGL 103	Composition and Critical Thinking	3
ENGL 103H	Composition and Critical Thinking - Honors	3
ENGL 104	Argumentative Writing and Critical Thinking	3

**Select one (1) of the following courses:**

MUSE 109	Music Appreciation	3
THEA 101	Introduction to Theatre Arts	3

**Select any course(s) not selected above or one (1) of the following courses:**

CHIN 102	Chinese II	5
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ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U. S. American Literature II	3
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3
ENGL 293	Children's Literature	3
GER 102	German II	5
GER 201	German III	5
GER 202	German IV	5
HIST 104	History of World Civilization since 1500	3
HUM 101	Humanities - Prehistory through the Medieval Period	3
HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	3
HUM 102	Humanities from the Renaissance through the 19th Century	3
JPN 102	Japanese II	5
KIN 176	Elementary School Physical Education	3
MUSE 100	Music Fundamentals	3
PHIL 101	Great Religions of the World	3
PHIL 106	Introduction to Philosophy	3
PHIL 106H	Introduction to Philosophy - Honors	3
PHIL 108	Philosophy - Ethics	3
SPAN 102	Spanish II	5
SPAN 201	Spanish III	5
SPAN 202	Spanish IV	5
SPAN 210	Intermediate Spanish for Spanish Speakers I	5
SPAN 211	Intermediate Spanish for Spanish Speakers II	5
Total Units		57-59

The certificate program prepares the employed child development teacher to function as a lead or mentor teacher to students in training or other adults working in the same environment. Student may be eligible to participate in the Mentor Teacher Program, which includes a stipend for professional development and for supervising identified students in training.

## Requirements

### Required courses:

Child Development Teacher Certificate of Achievement	40	
CHLD 194	Personnel Issues in Adult Supervision and Mentoring	3
Area of specialization units <sup>1</sup>		6
Total Units		49

<sup>1</sup> The six "area of specialization" units are above and beyond the child development unit requirements for the Teacher Certificate, may not be counted twice, and should focus on one specific area of service, instruction, or curriculum.

Examples of specializations include:

- infant/toddler,
- teacher/family relations,
- music/movement experiences,
- children with special needs,
- speech and language development,
- health and safety,
- art and creative experiences,
- multicultural/bilingual curriculum,
- child abuse/children at risk,
- literacy/children's literature.

Administration and core courses are NOT acceptable specializations, therefore CHLD 110, CHLD 111, CHLD 114, CHLD 190, CHLD 191, CHLD 194, and PSY 206 cannot be used for the "area of specialization".

## Permit Information

This certificate meets the educational requirements for the Master Teacher Permit through the California Commission on Teacher Credentialing. All coursework must be completed with a grade of "C" or better to meet permit requirements. In order to apply for the State Permit, students must complete 350 days of three or more hours per day of qualifying work experience with young children within four years. See California Commission on Teacher Credentialing (<http://www.ctc.ca.gov>) for details.

## Learning Objectives

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Child Development – Master Teacher Certificate of Achievement will:

1. Acquire knowledge and foundational skills necessary to work in the teaching profession.

## Learning Outcomes

### A.A.-Transfer Degree Level Student Learning Outcomes

Students completing the Elementary Teacher Education A.A.-Transfer Degree will:

1. Demonstrate the acquisition of intellectual and practical skills including critical thinking, inquiry, and analysis.
2. Demonstrate knowledge of integrated studies found in the disciplines in the College of Arts and Sciences.
3. Increased awareness of personal and social responsibility needed for working with diverse peoples by fostering an ethic of social engagement and citizenship.
4. Demonstrate skills needed for teamwork, creativity, problem-solving, collaborative decision-making, and an appreciation of learning.

## Certificate in Child Development Master Teacher

This certificate is designed for the early childhood professional who is seeking career advancement and the educational requirements for the lead teacher or "Master Teacher" job or employment category.

2. Demonstrate global consciousness in order to be an effective professional in working with children and families from diverse cultural backgrounds.
3. Apply ethical standards and professional behaviors that demonstrate an understanding and a deepening commitment to the child development profession and early childhood education.
4. Apply effective guidance and teaching strategies that support social growth, learning, and identity development and promote self-confidence.

## Certificate in Child Development Master Teacher - Early Intervention

This certificate is designed for the experienced teacher who desires to develop the additional skills and knowledge necessary to work with exceptional children in a special education or inclusive setting.

This inclusive training program meets the education requirements for child development master teacher. Emphasis is placed on working with young children with special needs in preschool and in early intervention programs.

### Requirements

#### Required courses:

CHLD 110 or PSY 206	Early Childhood Development Child Growth and Development	3
CHLD 112	Principles of Early Childhood Education I	3
CHLD 114	Home-Child-Community Relations	3
CHLD 120	Literacy for Children	3
CHLD 150	Multi-Culture Anti-Bias Classrooms	3
CHLD 154	Observing and Recording Behavior	3
CHLD 156	Practicum in Early Childhood Education	2
CHLD 156L	Practicum Lab	1
CHLD 160	Perceptual Motor and Movement Activities	2
CHLD 164	The Child with Special Needs	3
CHLD 166	Speech and Language Development and Disorders	2
CHLD 168	Development Risk: Infants and Toddlers	2
CHLD 169	Managing Challenging and Disruptive Behaviors	1
CHLD 194	Personnel Issues in Adult Supervision and Mentoring	3

#### Also required:

16 units of General Education (GE): one course minimum in each of the following categories - English/language arts, math or science, social sciences, humanities and/or fine arts, any general education elective excluding kinesiology (KIN). These GE courses must qualify for graduation credit. Please see an academic counselor or adviser.

Total Units 50

### Permit Information

This certificate meets the educational requirements for the Master Teacher Permit through the California Commission on Teacher Credentialing. All coursework must be completed with a grade of "C" or better to meet permit requirements. In order to apply for the State Permit, students must complete 350 days of three or more hours per day of qualifying work experience with young children within four years. See

California Commission on Teacher Credentialing (<http://www.ctc.ca.gov>) for details.

### Recommended:

100 hours of the 350 hours should be in a special education setting if the student is seeking the State Permit.

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Child Development Master Teacher – Early Intervention Certificate of Achievement will:

1. Apply ethical standards and professional behaviors that demonstrate understanding, knowledge, and a deepening commitment to the child development profession and early childhood education.
2. Design, implement and evaluate environments and activities that support positive, developmental play and learning outcomes for children.
3. Demonstrate the ability to identify, analyze, and apply theories of early childhood education and child development.
4. Apply effective guidance and teaching strategies that will support social growth, learning, identity development and promote self-confidence.

## Certificate in Child Development Teacher

Courses in this certificate lead to the A.S. Degree in Child Development (p. 128) or careers in the field of child development and early childhood education.

Completion of the program prepares students to work as a child development aide, assistant teacher, or teacher in a variety of early childhood programs.

### Requirements

#### Required courses:

CHLD 110 or PSY 206	Early Childhood Development Child Growth and Development	3
CHLD 112	Principles of Early Childhood Education I	3
CHLD 114	Home-Child-Community Relations	3
CHLD 154	Observing and Recording Behavior	3

#### Select nine (9) units from the following:

CHLD 116	Introduction to Curriculum	3
CHLD 120	Literacy for Children	3
CHLD 121	Art for Children	2
CHLD 122	Music and Rhythms for Children	2
CHLD 123	Science Experiences for Children	1
CHLD 124	Math for Children	1
CHLD 134	Parent-Child Interaction	3
CHLD 144	Health, Safety and Nutrition for Young Children	3
CHLD 150	Multi-Culture Anti-Bias Classrooms	3

CHLD 160	Perceptual Motor and Movement Activities	2
CHLD 164	The Child with Special Needs	3
CHLD 166	Speech and Language Development and Disorders	2

**Required supervised teaching experience:**

CHLD 156	Practicum in Early Childhood Education	2
CHLD 156L	Practicum Lab	1

**Also required:**

16 units of General Education (GE): one course minimum in each of the following categories - English/language arts, math or science, social sciences, humanities and/or fine arts, any general education elective excluding kinesiology (KIN). These GE courses must qualify for graduation credit. Please see an academic counselor or adviser.

Total Units	40
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**Permit Information**

This Certificate meets the educational requirements for the Teacher Permit through the California Commission on Teacher Credentialing. All coursework must be completed with the grade of "C" or better to meet permit requirements. In order to apply for the State Permit, students must complete 175 days of three or more hours per day of qualifying work experience with young children within four years. See California Commission on Teacher Credentialing (<http://www.ctc.ca.gov>) for details.

**Learning Outcomes****Certificate of Achievement Level Student Learning Outcomes**

Students completing the Child Development Teacher Certificate of Achievement will:

1. Acquire knowledge and foundational skills necessary to work in the teaching profession.
2. Design, implement and evaluate environments and activities that support positive, developmental play and learning outcomes for children.
3. Demonstrate the ability to identify, analyze, and apply theories of early childhood education and child development.
4. Apply effective guidance and teaching strategies that support social growth, learning, and identity development and promote self-confidence.

**Skill Award in Child Development Associate Teacher**

This entry level program allows the student to explore the field of child development and prepares the student to work as a child development aide or assistant teacher in the field of early childhood education.

**Required courses:**

CHLD 110	Early Childhood Development	3
or PSY 206	Child Growth and Development	
CHLD 112	Principles of Early Childhood Education I	3
CHLD 114	Home-Child-Community Relations	3

**Select three (3) units of the following:**

CHLD 116	Introduction to Curriculum	3
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CHLD 120	Literacy for Children	3
CHLD 121	Art for Children	2
CHLD 122	Music and Rhythms for Children	2
CHLD 123	Science Experiences for Children	1
CHLD 124	Math for Children	1
CHLD 144	Health, Safety and Nutrition for Young Children	3

Total Units	12
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**Permit Information**

This Skill Award meets the educational requirements for the Associate Teacher Permit through the California Commission on Teacher Credentialing. All coursework must be completed with the grade of "C" or better to meet permit requirements. In order to apply for the State Permit, students must complete 50 days of 3+ hours per day of qualifying work experience with young children within 2 years. Specific details may be found at [www.ctc.ca.gov](http://www.ctc.ca.gov) (<http://www.ctc.ca.gov>).

**Skill Award Level Student Learning Outcomes**

Students completing the Child Development Associate Teacher Skill Award will:

1. Demonstrate the ability to apply theories of early childhood education and child development.
2. Demonstrate global consciousness to work effectively with children, their families, and individuals from diverse cultures.

**Skill Award in Infant and Child Development Associate Teacher**

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.

**Required courses:**

Completion of the Child Development Associate Teacher Skill Award	12	
CHLD 130	Infant Development and Group Care	3
Total Units	15	

**Communications (Journalism)**

Communications includes instruction in mass media and laboratory experiences in media arts and journalism. The program includes:

- print journalism,
- publications,
- broadcasting,
- narrowcasting,
- podcasting,
- public relations,
- desktop publishing,
- film studies,
- reporting and writing news,

- multimedia reporting, and
- visual, digital, and mobile communications.

Included in the communications program are critical and analytical thinking skills, sensitivity to cultural diversity, and ethical communication. Courses in communications satisfy general education requirements for the associate degree and lower division transfer and can be used to fulfill some of the requirements for an associate degree major in language arts. Communication courses are also an integral part of the Associate in Arts in Communication Studies for Transfer degree, which focuses on the areas of public communication, small group communication, oral interpretation, and interpersonal communication. Communication Studies additionally offers an Associate in Arts in Journalism for Transfer degree.

## Faculty

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O'Neil, Margaret	VA 204	626-914-8588	moneil@citruscollege.edu
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Villeneuve, Theresa	CI 303	626-852-8016	tvilleneuve@citruscollege.edu

## Contact Information

### Division

Language Arts and Library

### Dean

Dr. Gina Hogan

### Administrative Secretary

Cathy Day

### Division Office

CI 217

### Division Phone Number

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### Discipline Website

<http://www.citruscollege.edu/academics/programs/comm>

## Learning Outcomes

This discipline prepares students to do the following:

- Interpret and critically assess a variety of media messages, including those that reflect multicultural perspectives in order to make connections, critically compare and contrast ideas, and produce written, oral, and visual messages.
- Identify and apply criteria for distinguishing fact from opinion and demonstrate awareness and sensitivity and biases in messages in order to produce communication that are accurate, objective, fair, and balanced.

- Understand and apply ethical and legal principles of professional communications organizations in order to cultivate trust, responsibility and credibility.

## Courses

### COMM 100

#### Mass Media and Society

**3 Units (AA/AS; CSU; UC; IGETC 4G; Citrus GE; CSUGE D7)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### COMM 101

#### Reporting and Writing News

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An introduction to defining, gathering, and writing the news. Stresses accuracy, objectivity, fairness, and balance. Practice in interviewing techniques, following rules of professional style, and writing basic news story structures for print, broadcast and online publications. Discussion of issues involving press rights and responsibilities, cultural sensitivity, taste, libel, and ethics. Required of all communication and journalism majors.

### COMM 103

#### Freelance Journalism

**1 Unit (AA/AS; CSU)**

**54 lab hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

This course is designed to accommodate students who wish to contribute to the campus newspaper, magazines and/or student publications websites but are unable to enroll in regular staff classes. Students who are interested in advertising, writing, photography, art, graphics and/or page design may participate in student publications to a limited extent through this class.

### COMM 104

#### Public Relations

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**COMM 111****Introduction to Popular Culture****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Overview, history and critical analysis of popular culture as a window for understanding American society. Theories and methods of analyzing artifacts of popular culture will be explored. Overarching themes include history and social theories of popular culture; pop culture as a product of American multiculturalism; the relationship between a commodity culture and intellect/artistry; philosophical/ethical issues surrounding popular culture.

**COMM 136****Cultural History of American Films****3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

In considering the history of American commercial motion pictures from their 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. Meets IGETC fine arts requirement.

**COMM 200****Visual Communications****3 Units (AA/AS; CSU; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

An introduction to the history and various uses of visual media. Analysis of visual media with an emphasis on its evolution as mass media and impact on society.

**COMM 230****Desktop Publishing****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: COMM 101.*

Computer instruction and practice. Analysis of story structures and effectiveness of written material, rewriting, correction of errors, proofreading, headline writing, news and picture evaluation, and page design. Hands-on experience working on student publications with the college newspaper and magazine staffs.

**COMM 240A****Newspaper Production: Beginning Staff****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Strongly recommended: COMM 101; ENGL 099 if required by English placement or if required by English level.*

An introductory lecture/laboratory journalism course that produces the college newspaper, the Clarion, and its website. Beginning staff members learn facts-based story telling techniques and modern news production skills. In collaboration with other publications classes, beginning staffers write, photograph, illustrate, and edit news, features and opinions for publication for student media.

**COMM 240B****Multimedia Newsroom: Intermediate Staff****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): COMM 240A.**Strongly recommended: COMM 101.*

A lecture/laboratory journalism course that produces the college newspaper, the Clarion, and website. Working in teams, and in collaboration with the other student publications classes, intermediate reporters produce news and feature story packages that may include a main article, sidebars, photos, charts and graphs, and/or illustrations for publication.

**COMM 240C****Multimedia Newsroom: Senior Staff****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): COMM 240A.**Strongly recommended: COMM 101 and COMM 240B.*

Advanced level lecture/laboratory journalism course that produces the college newspaper, the Clarion, and website. Senior staffers learn and put into practice the "watchdog" function of journalism. Working in teams, and in collaboration with the other student publications classes, senior staffers produce in-depth, investigative and enterprise story packages that may include a main article, sidebars, photos, charts and graphs, and/or illustrations for publication.

**COMM 240D****Multimedia Newsroom: Staff Leadership****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): COMM 240A.**Strongly recommended: COMM 101, COMM 240B, and COMM 240C.*

Advanced level lecture/laboratory leadership training journalism course that produces the college newspaper, the Clarion, and website. Staff leaders serve as mentors, associate editors, and editor in chief to develop and guide less experienced students striving for journalism proficiency. Working in teams, and in collaboration with the other student publications classes, staff leaders produce story packages and special sections for publication as they advance toward professionalism.

**COMM 245A****Editorial Board****2 Units (AA/AS; CSU)****36 lecture hours****Equivalent to: COMM 245****Grade Mode: Standard Letter***Strongly recommended: COMM 101; ENGL 099 if required by English placement exam or if required by English level.*

A study of the major aspects of editorial responsibilities. The course provides practical instruction and experience for campus editors in writing, editing, and evaluating editorials in student media, as well as formulating editorial policy.

**COMM 250****Multimedia Reporting****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: COMM 101; ENGL 099 if required by English placement or if required by English level.*

This convergence journalism course incorporates print and broadcast techniques to produce multimedia pieces for the web. This includes multimedia storytelling incorporating writing, digital photography, shooting and editing video, and recording and editing sound.

**COMM 280****Magazine Production Staff****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Strongly recommended: COMM 101.*

A lecture/laboratory course in which the organization, formula, format, and production methods of paper and/or digital magazines are studied and applied in the development of a college magazine. Activities include writing and editing stories, video and/or still photography, art, layout, and production as a paper-based or digital publication.

**COMM 698A****Cooperative Education****1 Unit (AA/AS)****60 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Instructor permission.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to communication at their place of volunteer employment or training sites.

**COMM 698B****Cooperative Education****2 Units (AA/AS)****120 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Instructor permission.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to communication at their place of volunteer employment or training sites.

**COMM 698C****Cooperative Education****3 Units (AA/AS)****180 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Instructor permission.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to communication at their place of volunteer employment or training sites.

**COMM 698D****Cooperative Education****4 Units (AA/AS)****240 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Instructor permission.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to communication at their place of volunteer employment or training sites.

**COMM 699A****Cooperative Education****1 Unit (AA/AS)****75 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Instructor permission.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to communication at their place of paid employment or training sites.

**COMM 699B****Cooperative Education****2 Units (AA/AS)****150 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Instructor permission.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to communication at their place of paid employment or training sites.

**COMM 699C****Cooperative Educaiton****3 Units (AA/AS)****225 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Instructor permission.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to communication at their place of paid employment or training sites.

**COMM 699D****Cooperative Education****4 Units (AA/AS)****300 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Instructor permission.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to communication at their place of paid employment or training sites.



## Programs

### Associate Degrees

- A.A. in Language Arts (p. 209)
- ADT in Communication Studies (p. 136)
- ADT in Journalism (p. 136)

## ADT in Communication Studies

The Associate in Arts in Communication Studies for Transfer degree (AA-T) focuses on the areas of public communication, small group communication, oral interpretation, and interpersonal communication. It is designed to increase skills in verbal communication and public speaking, analysis and listening, interpersonal relationships, teamwork and leadership, motivation and initiative, and dealing with diversity.

The Associate in Arts in Communication Studies for Transfer degree provides lower division preparation for students planning to transfer into Speech Communication and Communication Studies programs. Students should take courses in both Speech Communication and Media Arts. Students who complete this degree will be guaranteed admission with junior status to the California State University system, and will be given priority admission to our local CSU campus.

## Requirements

Students receiving this transfer degree must meet the following requirements:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

### Required courses:

SPCH 101	Public Address	3
or SPCH 101H	Public Address - Honors	

### Select two (2) of the following courses:

SPCH 100	Interpersonal Communication	3
SPCH 103	Argumentation and Debate	3
SPCH 106	Small Group Communication	3

### Select two (2) of the following courses:

COMM 100	Mass Media and Society	3
COMM 101	Reporting and Writing News	3
COMM 104	Public Relations	3
PHTO 101	Basic Photography	3

### Select one (1) of the following courses: <sup>1</sup>

COMM 101	Reporting and Writing News	3
COMM 104	Public Relations	3
COMM 136	Cultural History of American Films	3
COMM 200	Visual Communications	3
COMM 230	Desktop Publishing	3
COMM 240A	Newspaper Production: Beginning Staff	3
ENGL 104	Argumentative Writing and Critical Thinking	3
Total Units		18

- <sup>1</sup> A course may be used only once to fulfill degree requirements.

## Learning Outcomes

### A.A.-Transfer Degree Level Student Learning Outcomes

Students completing the Communication Studies A.A.-Transfer Degree will:

1. Interpret and critically assess a variety of media messages, including those that reflect multicultural perspectives in order to make connections, critically compare and contrast ideas, and produce written, oral, and visual messages.
2. Research, organize, compose, and deliver public presentations on socially significant and intellectually challenging topics in order to demonstrate college-level public speaking skills and critical thinking.
3. Effectively listen to and critically evaluate others' messages in order to appreciate audience needs.

## ADT in Journalism

The Associate in Arts in Journalism for Transfer (AA-T) is intended for students who plan to transfer and complete a bachelor's degree in Journalism, or a similar major such as Communications/Media Arts and Marketing at a CSU campus or for entry-level positions in the news/information industry. Students completing the AA-T degree in Journalism are guaranteed admission to the CSU system, but not necessarily to a particular CSU campus or major of their choice. Students should consult with a counselor for more information on university admission and transfer requirements as this AA-T in Journalism may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system. Student journalists are encouraged to participate in campus media and internships as productivity is key to success in this rapidly evolving profession.

## Requirements

Students receiving this transfer degree must meet the following requirements:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).

- b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.

2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

**Required courses:**

COMM 100	Mass Media and Society	3
COMM 101	Reporting and Writing News	3
COMM 240A	Newspaper Production: Beginning Staff	3

**Select one (1) of the following courses:**

COMM 104	Public Relations	3
COMM 250	Multimedia Reporting	3

**Select two (2) of the following courses:**

COMM 230	Desktop Publishing	3
ECON 101	Principles of Macroeconomics or ECON 101 Principles of Macroeconomics - Honors	3
ECON 102	Principles of Microeconomics	3
ENGL 103	Composition and Critical Thinking or ENGL 103 Composition and Critical Thinking - Honors	3
MATH 165	Introductory Statistics	4
PHIL 110	Philosophy/Logic	3
PHTO 101	Basic Photography	3
PHTO 202	Photojournalism	3
POLI 103	American Government and Politics or POLI 103H American Government and Politics - Honors	3
POLI 105	Comparative Politics	3
PSY 103	Statistics for the Social and Behavioral Sciences	3
SPCH 103	Argumentation and Debate	3

Total Units 18-19

## Learning Outcomes

### A.A.-Transfer Degree Level Student Learning Outcomes

Students completing the Journalism A.A.-Transfer Degree will:

1. Understand and exercise journalistic rights and responsibilities.
2. Understand the media, information, and their relation to society.

## Computer Science

The Computer Science Program is designed for students who are developing computer programming skills in preparation to transfer to a four-year college or university. These courses meet the needs of students at various levels of competence, from the novice to the expert by fostering the student's ability to solve computer science problems. This program presents the latest methods of computer science that are implemented in solving problems of science, industry and government while also preparing students for additional formal education in this rapidly changing field.

## Faculty

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## Contact Information

**Division**

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**Dean**

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**Administrative Secretary**

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TE 147

**Division Phone Number**

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**Email**

computerscience@citruscollege.edu

**Discipline Website**

<http://www.citruscollege.edu/academics/programs/cs>

## Learning Outcomes

This discipline prepares students to do the following:

- Work extensively with arithmetic computations and operations related to program structure, recursive functions, data manipulation, binary trees, polymorphisms, problem analysis and algorithm design.
- Improve skills in critical and analytical thinking while working in areas including problem analysis and algorithm design, operands and arguments, stack abstract data manipulation, heap manipulating, linked lists, binary trees, polymorphisms, and the effective use of contemporary compilers to design, debug, execute and deploy programs.

## Courses

### CS 111

#### Introduction to Programming Concepts and Design

4 Units (AA/AS; CSU; UC)

72 lecture hours

Equivalent to: CSIS 110, CSIS 111

Grade Mode: Pass/No Pass, Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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. Data types, expressions, control structures, functions, file and stream I/O, and structured and abstract data types are introduced in this course. Microsoft's Visual Studio to help illustrate programming concepts common to modern high-level programming languages. Students must wait two years before retaking this course.

### CS 140

#### Java Programming

3 Units (AA/AS; CSU; UC)

54 lecture hours, 18 lab hours

Equivalent to: CSIS 140

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): CS 111.*

*Strongly recommended: MATH 150.*

An introduction to the Java language and object oriented programming. General concepts and techniques of computer programming to be covered include expressions, flow control, methods, program structure, Java classes, overloading, object references, inheritance, Java library packages, exceptions, file I/O, applets, GUI, and event handling.

### CS 157

#### iOS Programming I

3 Units (AA/AS; CSU)

54 lecture hours

Grade Mode: Standard Letter

*Prerequisite(s): CS 225.*

Introduction to iOS programming using Apple's Swift programming language. Students will learn to develop applications that can be run on Apple's iPhone, iPads, Apple Watch and the Apple TV. Students will use the Xcode IDE to develop iOS Apps.

### CS 177

#### Unity Game Programming I

3 Units (AA/AS; CSU)

54 lecture hours

Grade Mode: Standard Letter

*Strongly recommended: CS 225.*

This is the first course in Unity game programming using the C# programming language. The goals of this course are to provide introductions to event driven programming, game engine scripting, game engine class structures, learning to plan and to report on a significant programming project, learn how to work in programming teams, and learn to use standard game development environments, in particular the Unity3D development platform.

### CS 225

#### Object Oriented Programming

3 Units (AA/AS; CSU; UC)

54 lecture hours, 18 lab hours

Equivalent to: CSIS 225

Grade Mode: Standard Letter

*Strongly recommended: CS 111; also, MATH 142 or MATH 150.*

This course introduces the discipline of computer science using a high level language utilizing programming and practical hands-on problem solving. Topics include the use of functions and parameter passing, simple I/O, control structures, user-defined data types, arrays, searching and sorting, algorithms and debugging strategies, data abstraction, concept of types and software development methods.

### CS 232

#### Programming Concepts and Methodology II

3 Units (AA/AS; CSU)

54 lecture hours, 18 lab hours

Grade Mode: Standard Letter

*Prerequisite(s): CS 225.*

Application of software engineering techniques to the design and development of large programs; data abstraction and structures and associated algorithms.

### CS 242

#### Computer Architecture and Organization

3 Units (AA/AS; CSU; UC)

54 lecture hours

Grade Mode: Standard Letter

*Prerequisite(s): CS 225 (or concurrent enrollment).*

The organization and behavior of real computer systems at the assembly-language level. The mapping of statements and constructs in a high-level language onto sequences of machine instructions is studied, as well as the internal representation of simple data types and structures. Numerical computation is examined, noting the various data representation errors and potential procedural errors.

### CS 252

#### Discrete Structures

3 Units (AA/AS; CSU; UC)

54 lecture hours

Grade Mode: Standard Letter

*Prerequisite(s): CS 225.*

This course is an introduction to the discrete structures used in Computer Science with an emphasis on their applications. Topics covered include: functions, relations and sets; basic logic; proof techniques; basics of counting; graphs and trees; and discrete probability.

### CS 257

#### iOS Game Programming I

3 Units (AA/AS; CSU)

54 lecture hours

Grade Mode: Standard Letter

*Prerequisite(s): CS 157.*

This course deals with 2D game programming for the iOS platform. Students are expected to have Xcode and Swift programming experience.

**CS 277****Unity Game Programming II****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): CS 177.*

This is the second course in Unity game programming using the C# programming language in the Unity 3D development environment. Topics include scripting, simple AI, animations, and path finding.

## Cosmetology

Cosmetology, a career technical program, prepares students for careers in the beauty industry through training in hair cutting, hair styling, make-up design, skin care, nail care, sales, and entrepreneurship. Courses may lead to an associate degree in cosmetology and/or a certificate of achievement. Upon completion of the courses, students are qualified to take the California State Board of Barbering and Cosmetology exam to become a licensed cosmetologist.

Also see the esthetician discipline page (p. 173) for esthetician programs of study and coursework.

### Faculty

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### Contact Information

**Division**

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**Administrative Secretary**

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TE 147

**Division Phone Number**

626-852-6402

**Email**

cosmetology@citruscollege.edu

**Discipline Website**<http://www.citruscollege.edu/academics/programs/cos>

## Learning Outcomes

This discipline prepares students to do the following:

- Become familiar with terminology related to the cosmetology industry and explain procedures, processes, and health and safety hazards to clients.
- Determine the appropriate formula, ratios, and percentage of chemical compounds used during procedures.
- Identify the appropriate procedure, processes, and supplies necessary for client service.
- Develop the industry skills necessary to pass the California State Board of Barbering and Cosmetology exam.

## Courses

**COS 141****Introduction to Cosmetology****11 Units (AA/AS)****144 lecture hours, 144 lab hours****Equivalent to: COS 140****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This is the introductory course for students majoring in cosmetology. The course includes the exploration of a variety of subjects including haircutting, hairstyling, skin care, nail care, hair coloring, chemical texturizing and practical experience in cosmetology. Material fee.

**COS 151****Business Fundamentals and Licensing Preparation****4.5 Units (AA/AS)****60 lecture hours, 84 lab hours****Grade Mode: Standard Letter***Prerequisite(s): COS 141.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A continuation of the study of professional ethics, client building skills and State Board rules and regulations from COS 141. Lecture, demonstration and practical experience in the following areas: communication, character building, goal setting, client retention and public safety.

**COS 161****Haircolor****8 Units (AA/AS)****80 lecture hours, 208 lab hours****Grade Mode: Standard Letter***Prerequisite(s): COS 141.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A continuation of the science, theory, professional haircoloring techniques, and procedures following COS 141. Lectures, demonstrations, and practical experience in the following areas: advanced hair coloring procedures, advanced lightening procedures, specialized color application, and corrective haircolor.

**COS 181****Haircutting****8 Units (AA/AS)****80 lecture hours, 208 lab hours****Grade Mode: Standard Letter***Prerequisite(s): COS 141.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A continuation of the theory of professional haircutting techniques and procedures introduced in COS 141. Lectures, demonstrations and practical experience in the following areas: ladies haircutting, male haircutting and clipper cutting.

**COS 185****Skin and Nail Care****9 Units (AA/AS)****120 lecture hours, 168 lab hours****Grade Mode: Standard Letter***Prerequisite(s): COS 141.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A continuation of the science and theory of professional skin and nail care introduced in COS 141. Lectures, demonstrations and practical experience in the following areas: facial treatments, electricity, anatomy, hair removal, nail treatments, nail enhancements and products.

**COS 191****Hair Design****8 Units (AA/AS)****80 lecture hours, 208 lab hours****Grade Mode: Standard Letter***Prerequisite(s): COS 141.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A continuation of the science and theory of professional hairstyling techniques and procedures introduced in COS 141. Lectures, demonstrations and practical experience in the following areas: hair care, set design, thermal styling, long hair design and creative artistry in hair design.

**COS 199A****Esthetician I****8 Units (AA/AS)****72 lecture hours, 216 lab hours****Equivalent to: COS 165****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An introductory course of skin care treatments, hair removal, make-up application, anatomy and physiology. This course also includes massage techniques, sanitation and disinfecting, disease and disorders of the skin, cosmetic chemistry, electrical current and modalities for skin care. The course focuses on the basic skills required to achieve a State Board License. Part one of a three-part course.

**COS 199B****Esthetician II****8 Units (AA/AS)****72 lecture hours, 216 lab hours****Equivalent to: COS 166****Grade Mode: Standard Letter***Prerequisite(s): COS 199A.*

This course is part two of the esthetician program. A basic course which includes state board preparedness, customized facial treatments, the psychology of services, make-up artistry, color coordination, product knowledge and aromatherapy. Must be completed before entering part three, "Salon Fundamentals".

**COS 199C****Esthetician Salon Success****3 Units (AA/AS)****36 lecture hours, 79 lab hours****Grade Mode: Standard Letter***Prerequisite(s): COS 199B.*

This is the final part in the completion of the esthetician program. This course provides students with basic salon management skills, sales, and client retention, as well as information required to pass the licensed exams. Students will focus on personal satisfaction and skilled habits to ensure success in the industry and state board procedures.

**COS 201****Texture****8 Units (AA/AS)****80 lecture hours, 208 lab hours****Grade Mode: Standard Letter***Prerequisite(s): COS 141.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A continuation of the science and theory of professional permanent waving and straightening procedures introduced in COS 141. Lectures, demonstrations and practical experience in the following areas: chemical hair reformation techniques, treatments and formulations.

**COS 211****Men's Haircutting Techniques****1.5 Units (AA/AS)****9 lecture hours, 54 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): COS 141, or enrolled in a cosmetology program with a minimum of 200 hours completed, or a licensed cosmetologist or barber.*

This course focuses on men's haircutting and barbering. The course will include fades, tapers, clipper-cutting, clipper-over-comb, and shear-over-comb techniques. Beard and mustache trims, crew cuts, flat tops, and undercuts will also be covered.

**COS 221****Hair Extension Techniques****1.5 Units (AA/AS)****9 lecture hours, 54 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): COS 141, or enrolled in a cosmetology program with a minimum of 200 hours completed, or a licensed cosmetologist or barber.*

This class focuses on several hair extension techniques including: I-Tip, Microtip, Skinweft, Keratip, Plastic tubes, One-step weft, and Sew-ins.

## Programs

### Associate Degree

- A.S. in Cosmetology (p. 141)

### Certificates of Achievement

- Cosmetology (p. 141)
- Esthetician (p. 174)

## A.S. in Cosmetology

The Cosmetology Degree is a comprehensive curriculum that prepares students for a wide range of careers within the beauty industry. The curriculum offers theoretical and practical disciplines as well as interactive demonstrations and hands-on applications that train students to possess knowledge, language and skills for career opportunities in haircutting, hairstyling, colorist, chemical specialist, skin and nail spas, sales and entrepreneurship. Students will understand the importance of professionalism and artistic endeavor in this diverse industry through inspiration and challenge. This program of study also enables students to prepare for and pass the California State Board Exam of Cosmetology.

### Requirements

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

#### Required courses:

COS 141	Introduction to Cosmetology	11
COS 151	Business Fundamentals and Licensing Preparation	4.5
COS 161	Haircolor	8
COS 181	Haircutting	8
COS 185	Skin and Nail Care	9
COS 191	Hair Design	8
COS 201	Texture	8
Total Units		56.5

### Learning Outcomes

#### A.S. Degree Level Student Learning Outcomes

Students completing the Cosmetology A.S. Degree will:

1. Be prepared to pass the State Board Exam and acquire California State licensure.
2. Be trained theoretically and practically in the disciplines of haircutting, haircoloring, chemical training, skin/nails and hairstyling necessary for the professional stylist.
3. Be inspired and challenged artistically through industry competitions, projects, community service and collaborative work with partnering college disciplines.

## Certificate in Cosmetology

The Cosmetology Certificate is a comprehensive curriculum that prepares students for a wide range of careers within the beauty industry. The curriculum offers theoretical and practical disciplines as well as interactive demonstrations and hands-on applications that train students to possess knowledge, language and skills for career opportunities in haircutting, hairstyling, colorist, chemical specialist, skin and nail spas, sales and entrepreneurship. Students will understand the importance of professionalism and artistic endeavor in this diverse industry through inspiration and challenge. This program of study also enables students to prepare for and pass the California State Board Exam of Cosmetology.

### Requirements

#### Required courses:

COS 141	Introduction to Cosmetology	11
COS 151	Business Fundamentals and Licensing Preparation	4.5
COS 161	Haircolor	8
COS 181	Haircutting	8
COS 185	Skin and Nail Care	9
COS 191	Hair Design	8
COS 201	Texture	8
Total Units		56.5

### Learning Outcomes

#### Certificate of Achievement Level Student Learning Outcomes

Students completing the Cosmetology Certificate of Achievement will:

1. Be prepared to pass the State Board Exam and acquire California State licensure.
2. Be trained theoretically and practically in the disciplines of haircutting, haircoloring, chemical training, skin/nails and hairstyling necessary for the professional stylist.
3. Be inspired and challenged artistically through industry competitions, projects, community service and collaborative work with partnering college disciplines.

## Counseling (Instruction)

The Counseling Program offers specially designed curriculum to meet the broad psycho-social needs of our diverse student population. Counseling courses provide a gateway to understanding the programs and services offered at Citrus College. Course curriculum addresses the issues of transition to college, educational planning, college success, transfer, career exploration and decision making, student responsibility, and educational goal setting.

### Disabled Student Programs & Services

DSP&S courses are non-degree-applicable credit courses that provide specialized instruction to teach students with disabilities strategies to compensate for their disability-related educational limitations. The

courses, offered as funding allows, are in laboratory and lecture modes and are graded pass/no pass.

## Faculty

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Acosta, Jorge	SS 267	626-914-8732	jaacosta@citruscollege.edu
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## Contact Information

**Division**  
Counseling

**Dean**  
Dr. Lucinda Over

**Administrative Secretary**  
Jennifer Blackburn

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SS 2nd Floor

**Division Phone Number**  
626-914-8530

**Email**  
counseling@citruscollege.edu

**Discipline Website**  
<http://www.citruscollege.edu/academics/programs/coun>

## Learning Outcomes

This discipline prepares students to do the following:

- Self-advocate to meet academic, personal and career goals by successfully communicating with campus faculty and staff.
- Demonstrate knowledge of skill awards, vocational certificates, associate degrees and transfer options to classify educational goal.
- Achieve academic, personal, and career goals to examine self-esteem and personal awareness by effectively working with the college counselor/instructor through variety of assessments and assigned activities.
- Identify campus and/or community services to appropriately apply them toward educational goals.
- Develop a global appreciation and respect for diversity and cultural differences for the purpose of examining world communities and developing intercultural awareness.
- Demonstrate the ability to identify, analyze, and gather specific information about occupations, career opportunities and trends to increase understanding of the relationship of the student to the economic community and develop career plans.
- Examine topics related to student success so that they can categorize learning styles, personal strengths, and career interests.
- Demonstrate knowledge and proficiency of technology to gain an increased understanding of matriculation and student services.
- Demonstrate proficiency in the application of online resources such as career and transfer websites, distance education, library services and self-assessments to meet their academic goal.

## Courses

### COUN 101

#### Career Self-Assessment

**1 Unit (AA/AS; CSU)**

**18 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

In this course the student will learn to appraise their self-esteem, values, skills and personality, and understand the implication of these factors in the selection of a vocational/educational goal.

### COUN 102

#### Career Research

**1 Unit (AA/AS; CSU)**

**18 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

Research is a necessary component to career decision-making. In this course the student will develop an understanding of a wide assortment of career information resources, both written and computer assisted. The focus of this course is to introduce the student to the use of the most recent career related technologies.

### COUN 145

#### Career/Life Planning

**3 Units (AA/AS; CSU; CSUGE E)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### COUN 156

#### College Planning Today for Tomorrow

**1 Unit (AA/AS; CSU)**

**18 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### COUN 158

#### Transfer Planning

**1 Unit (AA/AS; CSU)**

**18 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course provides in-depth information and assistance with the transfer process to four-year colleges/universities. It is designed to enable students to actively participate in planning their educational and career goals by providing information about the process and requirements for transferring from a community college to a university. Lower division major and general education requirements, college/university selection, admission procedures, application deadlines, financial aid and scholarship information are covered.

### COUN 159

#### On Course to Success

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The subject of this course is SUCCESS... what success is for you personally and how you can achieve it. Students will learn many proven strategies for creating greater academic, professional, and personal success. Guided journal writings will be used to explore these strategies, and as a bonus, students will learn to express themselves more effectively in writing. This course will help students discover how to create a rich, personally fulfilling life. Students are urged to make the most of this course in order to dramatically change the outcome of their lives for the better.

### COUN 160

#### Strategies for College Success

**3 Units (AA/AS; CSU; UC; CSUGE E)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### COUN 161

#### Higher Education Transitional Skills for Student Veterans/Families

**3 Units (AA/AS; CSU; UC; CSUGE E)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A course designed to assist veterans in reintegrating to civilian life using physiological, social and psychological aspects of being a student. This course is also designed to give the veteran student 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 will introduce strategies to increase self-awareness, build confidence, develop leadership and gain informational tools to help achieve successful habits and implement study skills addressing the veteran student's needs. It will provide an essential opportunity to acquire skills applicable to the student's academic program, family life, and employability which will support transition.



**COUN 200**

**Orientation and Educational Planning for Student Success**  
**1 Unit (AA/AS; CSU; UC)**

**18 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An orientation to Citrus College that includes programs, services, policies, degrees, certificates, transfer requirements, and college culture. Focus will be on strategies needed for academic success and the development of a Comprehensive Educational Plan.

**COUN 201**

**Course Planning with Degree Works**

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course is designed to introduce students to a successful college and transfer experience. Students will develop a comprehensive Student Educational Plan (SEP) based on individual educational goals and discuss strategies for selecting a major. DegreeWorks will be utilized to create the comprehensive plan. Students will learn about DegreeWorks, an online web-based degree-auditing and tracking tool that enables students to evaluate their academic progress towards completion of the CSUGE, IGETC, Associates Degree's, Certificates, or Skills Award.

**DSPS 085**

**E-Text Basics**

**1 Unit**

**18 lecture hours**

**Grade Mode: Pass/No Pass**

The course is designed to teach students with text disabilities to access and effectively utilize electronic text (e-text).

**DSPS 088**

**Strategies for Stress and Anxiety Management**

**1 Unit**

**18 lecture hours**

**Grade Mode: Pass/No Pass**

The course is designed to teach stress management and social emotional learning strategies to students with anxiety related symptoms and how it impacts their thoughts, emotions and behavior.

**DSPS 090**

**Empowerment for Students with Disabilities**

**2 Units**

**36 lecture hours**

**Grade Mode: Pass/No Pass**

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. This course is offered for Pass/No Pass grading only.

**DSPS 092**

**Study Skills for Students with Disabilities**

**2 Units**

**36 lecture hours**

**Grade Mode: Pass/No Pass**

The course is designed to teach compensatory strategies for students with disabilities as a way to mitigate educational limitations and/or acquire the fundamental study skills necessary to complete their educational goals.

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## Dance

The Citrus College Dance Program prepares students for many career opportunities. Students can complete a two year program through the Associate Degree in Dance or the Commercial Dance Certificate which prepares students for the professional commercial dance field

### Faculty

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#### Dean

Robert Slack

#### Administrative Secretary

Autumn Esparza

#### Division Office

VA 120

#### Division Phone Number

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#### Email

dance@citruscollege.edu

#### Discipline Website

<https://www.citrusarts.org/dance>

## Learning Outcomes

This discipline prepares students to do the following:

- Convey artistic intentions of movement and dance.
- Display creative awareness of dance.
- Exhibit perspective on historical and stylistic components of dance.
- Demonstrate a functional knowledge of alignment, ballet, tap, jazz and modern dance techniques through the beginning and intermediate level.
- Demonstrate competency in dance performance skills and ability.

## Course Families

### Important Information About Dance Course Descriptions

Dance courses are now grouped together as course “families.” Students are allowed to take only four courses from each “family.” All grades received, including F, WD, and NC grades count towards the four courses.

The dance course families are listed as follows.

#### Tap

DANC 159	Beginning Tap	1
DANC 259	Intermediate Tap I	1
DANC 269	Intermediate Tap II	1
DANC 279	Advanced Tap I	1

#### Jazz

DANC 160	Jazz Dance Techniques	1
DANC 260	Intermediate Jazz Dance I	1
DANC 270	Intermediate Jazz Dance II	1
DANC 281	Advanced Jazz Dance I	1

#### Ballet

DANC 162	Beginning Ballet	1
DANC 262	Intermediate Ballet I	1
DANC 272	Intermediate Ballet II	1
DANC 292	Advanced Ballet I	1

#### Modern

DANC 161	Beginning Modern Dance	1
DANC 261	Intermediate Modern Dance I	1
DANC 271	Intermediate Modern Dance II	1

#### Alignment/Correctives

DANC 130	Alignment and Correctives	2
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#### Introduction/Hip Hop

DANC 103	Introduction to Dance	1
DANC 158	Beginning Hop-Hop Dance Techniques	1
DANC 258	Intermediate Hip-Hop Dance	1

#### Musical Theatre Dance

DANC 263A	Dance for Musical Theatre - Beginning	4
DANC 263B	Dance for Musical Theatre- Intermediate	4
DANC 265A	Musical Staging: Rehearsal and Performance - Beginning	2
DANC 265B	Musical Staging: Rehearsal and Performance- Intermediate	2

#### Popular Dance

DANC 264	Beginning Popular Dance Techniques	4
DANC 266	Pop Dance: Rehearsal and Performance - Beginning	2
DANC 284	Intermediate Popular Dance Techniques	4
DANC 296	Pop Dance: Rehearsal and Performance- Intermediate	2

#### Choreography and Production

DANC 172	Composition in Group Forms	2
DANC 289	Dance Concert Production	3

## Courses

### DANC 102

#### History of Dance

**3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

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, hip-hop and world dance.

### DANC 103

#### Introduction to Dance

**1 Unit (AA/AS; CSU; UC; Citrus GE)**

**18 lecture hours, 18 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

An introduction to dance as an art form through lecture and activity. The student will experience historical and contemporary dance forms, such as ballet, modern jazz, hip hop, and tap.

### DANC 130

#### Alignment and Correctives

**2 Units (AA/AS; CSU; UC; Citrus GE)**

**36 lecture hours, 18 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

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.

### DANC 158

#### Beginning Hop-Hop Dance Techniques

**1 Unit (AA/AS; CSU; UC; Citrus GE)**

**18 lecture hours, 18 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

A survey of the basic skills of hip-hop dance technique and history. This class provides basic technique, warm-ups, stretching, body control and stamina progressing to hip-hop dance combinations. This class prepares students specifically for occupational dance performance techniques in the hip-hop commercial dance industry.

### DANC 159

#### Beginning Tap

**1 Unit (AA/AS; CSU; UC; Citrus GE)**

**18 lecture hours, 18 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

Designed to instruct students in the dance technique of beginning tap.

### DANC 160

#### Jazz Dance Techniques

**1 Unit (AA/AS; CSU; UC; Citrus GE)**

**18 lecture hours, 18 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

A survey of the beginning level 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.

**DANC 161****Beginning Modern Dance****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

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.

**DANC 162****Beginning Ballet****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

Designed to instruct students in the beginning level dance technique of classical ballet. Ballet barre, center floor and historical context of classical ballet are covered.

**DANC 172****Composition in Group Forms****2 Units (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 54 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): DANC 160 or DANC 161 or DANC 162 or Audition.*

A practical course guiding the student in choreographic structure, designed specifically for group forms. All movement exploration will be on the basis of ballet, jazz or modern dance technique.

**DANC 258****Intermediate Hip-Hop Dance****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): DANC 158.*

A survey of the intermediate level skills of hip-hop dance technique and history. This class provides intermediate level technique, warm-ups, stretching, body control and stamina progressing through hip-hop dance combinations. This class prepares students specifically for occupational dance performance techniques in the hip-hop commercial dance industry.

**DANC 259****Intermediate Tap I****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): DANC 159 or Audition.*

Designed to instruct students in the intermediate dance technique of tap. More study of the positions and combinations of tap.

**DANC 260****Intermediate Jazz Dance I****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**DANC 261****Intermediate Modern Dance I****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**DANC 262****Intermediate Ballet I****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**DANC 263A****Dance for Musical Theatre - Beginning****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition.*

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 beginning ballet positions and exercises and beginning tap. Concepts of the history of dance in musical stage will also be explored.

**DANC 263B****Dance for Musical Theatre- Intermediate****4 Units (AA/AS; CSU; UC; Citrus GE)****36 lecture hours, 108 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): DANC 263A or Audition.*

This course is an in-depth performance experience focusing on styles of body movement for musical theatre stage productions at the intermediate level. The fundamentals of dance will be reviewed, progressing to intermediate ballet positions as well as intermediate jazz, tap and musical theatre terminology. Concepts of the history of dance in musical stage will also be explored in greater detail.

**DANC 264****Beginning Popular Dance Techniques****4 Units (AA/AS; CSU; UC; Citrus GE)****36 lecture hours, 108 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition.*

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.

**DANC 265A****Musical Staging: Rehearsal and Performance - Beginning****2 Units (AA/AS; CSU; UC)****18 lecture hours, 54 lab hours****Equivalent to: DANC 265****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition.*

Special rehearsal and public performance above and beyond normal class expectations. Beginning level musical staging techniques are explored in practicum assignments for live theatrical production.

**DANC 265B****Musical Staging: Rehearsal and Performance- Intermediate****2 Units (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 54 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): DANC 265A or Audition.*

Special rehearsal and public performance in musical staging above and beyond normal class expectations- intermediate level.

**DANC 266****Pop Dance: Rehearsal and Performance - Beginning****2 Units (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 54 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition.*

Special rehearsal and public performance above and beyond normal class expectations - beginning level.

**DANC 269****Intermediate Tap II****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): DANC 259 or Audition.*

A more in-depth study of students' abilities and techniques in tap dance progressing from the intermediate to advanced level. Increased emphasis on style, speed and accuracy of sounds.

**DANC 270****Intermediate Jazz Dance II****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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. 18 lab hours.

**DANC 271****Intermediate Modern Dance II****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**DANC 272****Intermediate Ballet II****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**DANC 279****Advanced Tap I****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): DANC 269 or Audition.*

An advanced study of students' abilities and techniques in tap dance. Increased emphasis on style, speed and accuracy of sounds.

**DANC 281****Advanced Jazz Dance I****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**DANC 284****Intermediate Popular Dance Techniques****4 Units (AA/AS; CSU; UC; Citrus GE)****36 lecture hours, 126 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): DANC 264 or Audition.*

This course is an in-depth performance experience focusing on intermediate level 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.

**DANC 289****Dance Concert Production****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**DANC 292****Advanced Ballet I****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): DANC 272.*

A course in the upper advanced techniques of classical ballet for the purpose of performance level technique and strength. An intense study of movement vocabulary centered on individual style, strength, and technique.

**DANC 296****Pop Dance: Rehearsal and Performance- Intermediate****2 Units (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 54 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): DANC 266.*

Special rehearsal and public performance above and beyond normal class expectations- intermediate level.

**DANC 289****Dance Concert Production****3****Total Units****18****Learning Outcomes****A.A. Degree Level Student Learning Outcomes**

Students completing the Dance A.A. Degree will:

1. Demonstrate a functional knowledge of ballet, tap, jazz and modern dance techniques through the beginning and intermediate level.
2. Exhibit perspective on historical and stylistic components of dance.
3. Display basic proficiency in kinesiology as applied to alignment and corrective gait analysis.
4. Demonstrate competency in dance performance skills and ability.

**Certificate in Commercial Dance**

The Citrus College Commercial Dance Certificate of Achievement Program provides a vast array of opportunities in the field of dance to the community college student. These include instruction to the vocational student in ballet, jazz, tap, hip-hop and musical theatre technique in order to prepare them for employment in the professional dance world.

The program conforms to the mission of Citrus College in that it seeks to provide transfer and associate degree courses, and improve the local work force in the commercial dance field.

**Requirements****Required courses:**

DANC 158	Beginning Hop-Hop Dance Techniques	1
DANC 258	Intermediate Hip-Hop Dance	1
DANC 162	Beginning Ballet	1
DANC 262	Intermediate Ballet I	1
DANC 272	Intermediate Ballet II	1
DANC 292	Advanced Ballet I	1
DANC 160	Jazz Dance Techniques	1
DANC 260	Intermediate Jazz Dance I	1
DANC 270	Intermediate Jazz Dance II	1
DANC 281	Advanced Jazz Dance I	1
DANC 159	Beginning Tap	1
DANC 259	Intermediate Tap I	1
DANC 269	Intermediate Tap II	1
DANC 279	Advanced Tap I	1

**Select twelve (12) to fourteen (14) units from the following:**

DANC 102	History of Dance	3
DANC 130	Alignment and Correctives	2
DANC 172	Composition in Group Forms	2
DANC 263A	Dance for Musical Theatre - Beginning	4
DANC 263B	Dance for Musical Theatre- Intermediate	4
DANC 265A	Musical Staging: Rehearsal and Performance - Beginning	2
DANC 265B	Musical Staging: Rehearsal and Performance- Intermediate	2

**Programs****Associate Degree**

- A.A. in Dance (p. 148)

**Certificate of Achievement**

- Commercial Dance (p. 148)

**A.A. in Dance**

This degree provides students with a foundational dance background, encompassing a strong emphasis in various dance techniques as well as history, basic kinesiology and performance practicum.

**Requirements****Students receiving this degree must meet the following requirements:**

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

**Note that all courses listed must be successfully completed.****Dance Technique**

DANC 158	Beginning Hop-Hop Dance Techniques	1
DANC 159	Beginning Tap	1
DANC 160	Jazz Dance Techniques	1
DANC 161	Beginning Modern Dance	1
DANC 162	Beginning Ballet	1
DANC 259	Intermediate Tap I	1
DANC 260	Intermediate Jazz Dance I	1
DANC 262	Intermediate Ballet I	1
DANC 270	Intermediate Jazz Dance II	1
DANC 272	Intermediate Ballet II	1

**Dance History**

DANC 102	History of Dance	3
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**Kinesiology**

DANC 130	Alignment and Correctives	2
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**Performance Practicum**

DANC 264	Beginning Popular Dance Techniques	4
DANC 284	Intermediate Popular Dance Techniques	4
DANC 266	Pop Dance: Rehearsal and Performance - Beginning	2
DANC 296	Pop Dance: Rehearsal and Performance- Intermediate	2
DANC 289	Dance Concert Production	3
Total Units		26-28

## Contact Information

### Division

Natural, Physical and Health Sciences

### Dean

Salima Allahbachayo (Health Sciences Director)

### Administrative Secretary

Stefanie Fuentes

### Division Office

PC 204

### Division Phone Number

626-914-8720

### Email

dental@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/dental>

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Commercial Dance Certificate of Achievement will:

1. Be able to demonstrate intermediate to advanced proficiency in various commercial dance techniques and basic dance pedagogy.

## Dental Assisting, Registered

The Registered Dental Assisting Program prepares students for a career in dentistry. Students begin with classroom and laboratory instruction, which includes:

- the use of dental materials,
- assisting at the chair/instrumentation,
- anatomy of the mouth and teeth,
- infection control, and
- duties of the DA and RDA.

Students have direct patient contact during radiology, coronal polishing, sealants and two rotations totaling 300 hours in a local dental office.

Students who complete the program earn a Certificate of Completion and can apply 18 units toward an A.S. Degree in Dental Assisting. They will also earn Radiation Safety, Coronal Polishing, and Pit & Fissure Sealant Certificates and are eligible to take the California Licensing Examination (RDA) and the National Certification Exam (CDA). The Dental Board of California and the Commission on Dental Accreditation both accredit the program.

### Faculty

Name	Office Room Number	Phone	Email
Gonzales, Rina	PC 220	626-914-8727	rgonzales@citruscollege.edu
Klein, Dawn	PC 220	626-914-8728	dklein@citruscollege.edu

## Learning Outcomes

This discipline prepares students to do the following:

- Use correct dental terminology and nomenclature in the correct context in order to effectively communicate dental information and concepts to others.
- Develop problem-solving and self-assessment skills and make appropriate decisions regarding a variety of procedural situations.
- Demonstrate the ability to interact with patients and work effectively as a member of the dental team.
- Maintain the standard of care during dental treatment and promote oral health.
- Develop the ability to use and adapt to current technology used in dental practices.
- Demonstrate proficiency in the current duties of an RDA, practicing within the delegated duties (scope of practice).
- Develop foundational knowledge of dental procedures and the ability to communicate and apply their concepts and principles.

## Courses

### DENT 099

#### Introduction to Dental Assisting

1 Unit

18 lecture hours, 9 lab hours

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**DENT 100****Dental Assisting Basics****2.5 Units (AA/AS)****45 lecture hours****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**DENT 101****Chairside Assisting****3 Units (AA/AS)****45 lecture hours, 72 lab hours****Grade Mode: Standard Letter**

*Prerequisite(s): DENT 100 or concurrent enrollment.*

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.

**DENT 102****Dental Materials****2.5 Units (AA/AS)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter**

*Prerequisite(s): DENT 100 or concurrent enrollment.*

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.

**DENT 121****Preclinical Dental Science****2 Units (AA/AS)****36 lecture hours****Grade Mode: Standard Letter**

*Prerequisite(s): DENT 100 or concurrent enrollment.*

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.

**DENT 122****Infection Control in the Dental Office****1.5 Units (AA/AS)****27 lecture hours****Grade Mode: Standard Letter**

*Prerequisite(s): DENT 100 or concurrent enrollment.*

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 standard precautions.

**DENT 123****Preventive Dental Health****2 Units (AA/AS)****36 lecture hours****Grade Mode: Standard Letter**

*Prerequisite(s): DENT 100 or concurrent enrollment.*

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.

**DENT 124****Dental Specialties****2 Units (AA/AS)****36 lecture hours****Grade Mode: Standard Letter**

*Prerequisite(s): DENT 100 or concurrent enrollment.*

The scope of this course includes instruction in the fundamental principals, instrumentation and procedures of various dental specialties with emphasis on the role of the auxiliary in each speciality.

**DENT 125****Dental Practice Management****2 Units (AA/AS)****36 lecture hours, 9 lab hours****Grade Mode: Standard Letter**

*Prerequisite(s): DENT 100; DENT 101 or DENT 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.

**DENT 201****Dental Radiology****2 Units (AA/AS)****18 lecture hours, 54 lab hours****Grade Mode: Standard Letter**

*Prerequisite(s): DENT 100, 101, 102.*

This course encompasses the preclinical and clinical instruction in radiation safety, exposing, processing and mounting of radiographs utilizing traditional and digital methods. Student must be 18 years of age or older.

**DENT 202****Registered Dental Assistant****4.5 Units (AA/AS)****60 lecture hours, 81 lab hours****Grade Mode: Standard Letter**

*Prerequisite(s): DENT 101, 102, 121, 122, 123, 124.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**DENT 203****Dental Practice Experience****5.5 Units (AA/AS)****300 lab hours****Grade Mode: Pass/No Pass***Prerequisite(s): DENT 122, 124, 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. Offered for Pass/No Pass grading only.

**DENT 204****RDA Clinical Procedures****1 Unit (AA/AS)****12 lecture hours, 28 lab hours****Grade Mode: Standard Letter**

*Prerequisite(s): DENT 101, 102, 121, 123; DENT 203 or concurrent enrollment; Students must complete 180 hours of rotation in general dentistry during DENT 203 prior to starting this class.*

This course covers those duties requiring clinical competence for the RDA: coronal polishing, pit & fissure sealants and mouth mirror inspection.

**DENT 698A****Cooperative Education****1 Unit (AA/AS)****60 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**DENT 698B****Cooperative Education****2 Units (AA/AS)****120 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**DENT 698C****Cooperative Education****3 Units (AA/AS)****180 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**DENT 698D****Cooperative Education****4 Units (AA/AS)****240 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**DENT 699A****Cooperative Education****1 Unit (AA/AS)****75 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**DENT 699B****Cooperative Education****2 Units (AA/AS)****150 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**DENT 699C****Cooperative Education****3 Units (AA/AS)****225 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**DENT 699D****Cooperative Education****4 Units (AA/AS)****300 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

## Programs

### Associate Degree

- A.S. in Dental Assisting (p. 152)

### Certificate of Achievement

- Dental Assisting (p. 152)



## A.S. in Dental Assisting

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.

### Requirements

Students receiving this degree must meet the following requirements:

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

#### Required courses:

DENT 100	Dental Assisting Basics	2.5
DENT 101	Chairside Assisting	3
DENT 102	Dental Materials	2.5
DENT 121	Preclinical Dental Science	2
DENT 122	Infection Control in the Dental Office	1.5
DENT 123	Preventive Dental Health	2
DENT 124	Dental Specialties	2
DENT 125	Dental Practice Management	2
DENT 201	Dental Radiology	2
DENT 202	Registered Dental Assistant	4.5
DENT 203	Dental Practice Experience	5.5
DENT 204	RDA Clinical Procedures	1
Total Units		30.5

### Learning Outcomes

#### A.S. Degree Level Student Learning Outcomes

Students completing the Dental Assisting A.S. Degree will:

1. Use correct dental terminology and nomenclature in the correct context in order to effectively communicate dental information and concepts to others.
2. Develop problem-solving and self-assessment skills and make appropriate decisions regarding a variety of procedural situations.
3. Demonstrate the ability to interact with patients and work effectively as a member of the dental team.
4. Maintain the standard of care during dental treatment and promote oral health.
5. Develop the ability to use and adapt to current technology used in dental practices.

6. Demonstrate proficiency in the current duties of an RDA, practicing within the delegated duties (scope of practice).
7. Develop foundational knowledge of dental procedures and the ability to communicate and apply their concepts and principles.

## Certificate in Dental Assisting

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 Dental Board of California. Upon completion, the graduate is eligible to sit for the California State Registered Dental Assistant Examination and the National Certification Examination. Students must maintain a minimum grade of "C" (75%) in all dental courses.

### Requirements

#### Required courses:

DENT 100	Dental Assisting Basics	2.5
DENT 101	Chairside Assisting	3
DENT 102	Dental Materials	2.5
DENT 121	Preclinical Dental Science	2
DENT 122	Infection Control in the Dental Office	1.5
DENT 123	Preventive Dental Health	2
DENT 124	Dental Specialties	2
DENT 125	Dental Practice Management	2
DENT 201	Dental Radiology	2
DENT 202	Registered Dental Assistant	4.5
DENT 203	Dental Practice Experience	5.5
DENT 204	RDA Clinical Procedures	1
Total Units		30.5

### Learning Outcomes

#### Certificate of Achievement Level Student Learning Outcomes

Students completing the Dental Assisting Certificate of Achievement will:

1. Use correct dental terminology and nomenclature in the correct context in order to effectively communicate dental information and concepts to others.
2. Develop problem-solving and self-assessment skills and make appropriate decisions regarding a variety of procedural situations.
3. Demonstrate the ability to interact with patients and work effectively as a member of the dental team.
4. Maintain the standard of care during dental treatment and promote oral health.
5. Develop the ability to use and adapt to current technology used in dental practices.
6. Demonstrate proficiency in the current duties of an RDA, practicing within the delegated duties (scope of practice).
7. Develop foundational knowledge of dental procedures and the ability to communicate and apply their concepts and principles.

# Drafting and Design Technology

Drafting and Design Technology, a career technical and transfer program, uses hands-on experiences to prepare students for entry-level employment or advancement that requires graphic communications, including sketches, mechanical drawings, computer-aided design, and illustrations. Drafting and design technology courses fulfill lower division requirements for transfer majors in architecture, electronics, engineering, and architecture and lead to an associate degree in design and engineering drawing technology and certificates of achievement in computer aided design (CAD)—architecture and drafting and computer generated imagery (CGI).

## Contact Information

### Division

Career, Technical and Continuing Education

### Dean

Dr. Caroline Durdella (interim)

### Administrative Secretary

Lois Bottari

### Division Office

TE 147

### Division Phone Number

626-852-6402

### Email

drafting@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/draf>

## Learning Outcomes

This discipline prepares students to do the following:

- Describe effective drafting techniques including graphic communication, orientation, and decision making.
- Demonstrate the ability to estimate time, material, labor and equipment for design and working drawings.
- Demonstrate planning techniques and administration of document control for design and working drawings.
- Think logically and coherently about technical issues and gain an appreciation for the global social and political impact of technical endeavors.
- Use technology to prepare hand drawings, Computer Aided Drawings (CAD), and multimedia presentations.

## Courses

### DRAF 101

#### Beginning Computer Aided Design (CAD)

**3 Units (AA/AS; CSU)**

**36 lecture hours, 72 lab hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A basic course for pre-engineering, pre-architecture students, and other students who have no previous Computer Aided Design (CAD) and mechanical drawing experience.

### DRAF 102

#### Visual Communication

**2.5 Units (AA/AS; CSU)**

**36 lecture hours, 36 lab hours**

**Equivalent to: ARCH 102**

**Grade Mode: Standard Letter**

*Strongly recommended: DRAF 101.*

Visual communication of 2-D and 3-D forms and functions are explored using sketching, drawing, and 2-D and 3-D software. Using 2-D and 3-D software, natural and man made forms are analyzed. Color and texture of form are studied as they are revealed by light, shade, and shadow. Students' perceptions of subject matter are translated into convincing visual expressions by learning the graphic skills and the use of a variety of media. Students sketch, draw, and render projects.

### DRAF 103

#### Advanced Engineering Drawing

**3 Units (AA/AS; CSU)**

**36 lecture hours, 72 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): DRAF 101 or one year high school mechanical drafting.*

Covers the application of the latest industrial design standards of orthographic projection and dimensioning specifications in the production of mechanical items and assemblies. Advanced problems in instrumental drawing, lettering, geometric construction, multi-view projections, sections, auxiliary views and descriptive geometry.

### DRAF 160

#### Foundation Digital Design Tools - Intermediate Computer Aided Design (CAD)

**3 Units (AA/AS; CSU)**

**45 lecture hours, 27 lab hours**

**Grade Mode: Standard Letter**

*Strongly recommended: DRAF 101, one year of high school drafting or industry drafting experience.*

Digital design drawing, modeling, tools, skills and concepts actively used in concurrent design studio. Assignments support concurrent design studio activity with an emphasis on introductory to intermediate digital design drawing. Computer-aided design (CAD) systems are applied to special problems in design. Techniques in creating symbol libraries are explored. Proper and efficient methods of producing plan views, sections, details and elevations are introduced along with dimensioning fundamentals and sheet layout.

**DRAF 161****Advanced Computer Aided Design (CAD and Design Tools)****3 Units (AA/AS; CSU)****45 lecture hours, 27 lab hours****Grade Mode: Standard Letter***Prerequisite(s): DRAF 160.**Strongly Recommended: DRAF 101.*

An advanced computer-aided design (CAD) course developing 2-D and 3-D design projects. Digital design drawing and modeling, tools, skills and concepts actively used in concurrent design studio. Assignments support concurrent design studio activity with an emphasis on sketching, digital modeling for design study, iteration, variation, design illustration and representation with Building Information Modeling (BIM).

**DRAF 190****Advanced Digital Design Tools****3 Units (AA/AS; CSU)****45 lecture hours, 27 lab hours****Grade Mode: Standard Letter***Prerequisite(s): DRAF 160.*

Advanced Digital Design drawing and modeling, tools, skills and concepts actively used in concurrent design studios and industry. Assignments support concurrent design studio and industry activity with an emphasis on Building Information Modeling (BIM) using SketchUp, Rhino and other current industry standard software designed to complete the student's preparation for employment.

**DRAF 290****Introduction to Maya Practices****3 Units (AA/AS; CSU)****45 lecture hours, 27 lab hours****Grade Mode: Standard Letter***Strongly recommended: DRAF 160 or DRAF 161 or digital art classes.*

Introduction to modeling, animation 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.

**DRAF 291****Learning Maya Transitions****3 Units (AA/AS; CSU)****36 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): DRAF 290.*

Explores how modeling, animating and rendering using CAD, and other 3D interfaces transition into Maya. This course builds an advanced foundation using animation and special effects. The course uses the two different sections of the Learning Maya Transitions book to provide the student with an overview of the Maya environment and how it can be applied to their work. 54 lab hours.

**DRAF 698C****Cooperative Education****3 Units (AA/AS)****180 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**DRAF 699A****Cooperative Education****1 Unit (AA/AS)****75 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education course.*

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.

**DRAF 699C****Cooperative Education****3 Units (AA/AS)****225 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

## Programs

### Associate Degree

- A.S. in Design and Engineering Drawing Technology (formerly Design and Drafting Technology) (p. 154)

### Certificates of Achievement

- Computer Generated Imagery (CGI) (p. 155)
- Computer Aided Design (CAD) - Architecture and Drafting (p. 155)

## A.S. in Design and Engineering Drawing Technology

The Design and Engineering Drawing Technology Major concentrates on visualizing architecture, engineering, drafting, entertainment, animation and computer-generated imagery (CGI). It is a creative, technical practice and discipline with a balance of a design and technical courses providing students with a diverse foundation of knowledge in the fields above. Emphasis is on proper and efficient methods of engineering drawing, digital production, sketching, story boarding, 3D digital models, animations and multifaceted presentations.

This degree prepares the student for entry level opportunities as a CAD (computer-aided design) / design person or animation modeler.

Formerly known as "Design and Drafting Technology" or "Drafting and Design Technology."

## Requirements

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

### Required courses:

ARCH 100	Introduction to Architecture and Environmental Design Foundations	3
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ARCH 102	Visual Communication	2.5
or DRAF 102	Visual Communication	
ARCH 200	Portfolio Preparation	3
DRAF 160	Foundation Digital Design Tools - Intermediate Computer Aided Design (CAD)	3
DRAF 161	Advanced Computer Aided Design (CAD and Design Tools)	3
DRAF 190	Advanced Digital Design Tools	3
DRAF 290	Introduction to Maya Practices	3
Total Units		20.5

## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Design and Engineering Drawing Technology A.S. Degree will:

1. Describe effective engineering drawing, computer-generated imagery (CGI) and visualization techniques including graphic communication of design and technical drawings, orientation of design and technical drawings, and the decision making process for design and technical drawings.
2. Demonstrate the ability to use technology to prepare engineering drawing, architectural, computer-generated imagery (CGI), computer-aided drawings (CAD), and multimedia presentations. Estimate time, material, labor and equipment required for this expertise.
3. Demonstrate planning techniques and administration of engineering drawing, architectural, computer-generated imagery (CGI) and document control for design and technical working drawings.

## Certificate in Computer Generated Imagery (CGI)

This program provides coursework for majors such as architecture, computer-generated imagery (CGI), engineering and animation. Design principles, computer-aided design (CAD) and animation systems are applied to problems in animation, architecture, landscape architecture, urban planning and engineering. Proper and efficient methods of sketching, story boarding, 3D digital models, animations and multifaceted presentations are examined. The student will be prepared for entry level employment as an animation modeler.

## Requirements

### Required courses:

ARCH 200	Portfolio Preparation	3
ART 111	Beginning Drawing	3
ART 115	Figure Drawing I	3
ART 120	Two-Dimensional Design	3
DRAF 160	Foundation Digital Design Tools - Intermediate Computer Aided Design (CAD)	3
DRAF 161	Advanced Computer Aided Design (CAD and Design Tools)	3
DRAF 290	Introduction to Maya Practices	3

### Select one (1) of the following courses:

ARCH 102	Visual Communication	2.5
DRAF 102	Visual Communication	2.5
Total Units		26

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Computer Generated Imagery (CGI) Certificate of Achievement will:

1. Describe effective computer-generated imagery (CGI) techniques including graphic communication, orientation, and decision making.
2. Demonstrate the ability to use technology to prepare computer-generated imagery (CGI) drawings, computer-aided drawings (CAD), animations and multimedia presentations.
3. Demonstrate computer-generated imagery (CGI) planning techniques and administration of file control for CGI design and animation.
4. Demonstrate the ability to estimate time, material, labor and equipment for computer-generated imagery (CGI) design and animation.

## Certificate in Computer-Aided Design (CAD) - Architecture and Drafting

This Computer Aided Design (CAD) - Architecture and Drafting Certificate of Achievement provides a foundation for such majors as architecture, drafting and computer-generated imagery (CGI). The student will be prepared for entry level employment in computer-aided design as a CAD (computer-aided design) / draft person.

## Requirements

### Strongly recommended preparation:

DRAF 101	Beginning Computer Aided Design (CAD)	3
or one year of high school drafting or industry drafting experience		

### Required courses:

ARCH 100	Introduction to Architecture and Environmental Design Foundations	3
ARCH 110	Introduction to Design Fundamentals and Communication	4
ARCH 111	Foundation Design	4
DRAF 160	Foundation Digital Design Tools - Intermediate Computer Aided Design (CAD)	3
DRAF 161	Advanced Computer Aided Design (CAD and Design Tools)	3

### Select one (1) of the following courses:

ARCH 102	Visual Communication	2.5
DRAF 102	Visual Communication	2.5

### Select one (1) of the following courses:

ARCH 200	Portfolio Preparation	3
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DRAF 103	Advanced Engineering Drawing	3
Total Units		22.5

## Learning Outcomes

This discipline prepares students to do the following:

- Use proper vocabulary and notation when describing scientific concepts pertaining to Earth's processes and environments. Read scientific books, journals, or articles and critically analyze scientific information. Communicate to others information about our Earth's processes and environments.
- Develop an understanding of, and curiosity toward, the natural world. Develop the skills necessary to synthesize and analyze scientific material pertaining to the Earth's processes and environment, checking for its validity and accuracy.
- Demonstrate an understanding of the natural world that will increase community and global awareness of environmental concerns to be set on the path of lifelong learning.

## Courses

### ESCI 106

#### Earth and Space Science for Educators

**4 Units (AA/AS; CSU; CSUGE B1; CSUGE B3; Citrus GE)**

**54 lecture hours, 54 lab hours**

**Equivalent to: ESCI 111**

**Grade Mode: Standard Letter**

*Prerequisite(s): MATH 030 (or higher) or concurrent enrollment.*

*Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

### ESCI 110

#### Earth Science

**4 Units (AA/AS; CSU; UC; IGETC 5A; CSUGE B1; Citrus GE)**

**54 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course provides 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.

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Computer Aided Design (CAD) – Architecture and Drafting Certificate of Achievement will:

1. Describe effective drafting techniques including graphic communication, orientation, and decision making.
2. Demonstrate the ability to use technology to prepare hand drawings, computer-aided drawings (CAD), and multimedia presentations.
3. Demonstrate planning techniques and administration of document control for design and working drawings.
4. Demonstrate the ability to estimate time, material, labor and equipment for design and working drawings.

## Earth Science

Earth science includes the disciplines of geology and oceanography, both of which study the materials and phenomena associated with the development and evolution of Earth. Courses in Earth science satisfy general education requirements for the associate degree and lower division transfer and can be used to fulfill some of the major requirements for the physical science associate of science degree.

### Faculty

Name	Office Room Number	Phone	Email
Hathaway, George	TC 125	626-852-8034	ghathaway@citruscollege.edu

### Contact Information

#### Division

Natural, Physical and Health Sciences

#### Dean

Dr. Eric Rabitoy

#### Administrative Secretary

Chris Pagano

#### Division Office

PS 114

#### Division Phone Number

626-914-8789

#### Email

earthscience@citruscollege.edu

#### Discipline Website

<http://www.citruscollege.edu/academics/programs/earthsci>

**ESCI 119****Physical Geology without Laboratory****3 Units (AA/AS; CSU; UC; IGETC 5A; CSUGE B1; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course investigates the dynamic nature of the Earth through the study of earth processes including: plate tectonics, earthquakes and the Earth's interior, mineral and rock systems, crustal deformation, weathering processes, glaciers, and deserts. Students may not receive credit for both ESCI 119 and ESCI 120.

**ESCI 120****Physical Geology****4 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3; Citrus GE)****54 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course investigates the dynamic nature of the Earth through the study of earth processes including: plate tectonics, earthquakes and the Earth's interior, mineral and rock systems, crustal deformation, weathering processes, glaciers, and deserts. Students may not receive credit for both ESCI 119 and ESCI 120.

**ESCI 122****Earth History****3 Units (AA/AS; CSU; UC; IGETC 5A; CSUGE B1; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course covers geologic history of the earth as shown by the changing of land and sea and by the succession of fauna and flora. Stratigraphy and fossils used for interpreting the sequence of past geological events are studied.

**ESCI 124****Natural Disasters****3 Units (AA/AS; CSU; UC; CSUGE B1; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Application of geologic principles in the study of natural disasters. Topics include earthquakes, volcanism, mass wasting, climate change, floods, coastal processes, mass extinctions, and meteorite impacts.

**ESCI 130****Physical Oceanography****3 Units (AA/AS; CSU; UC; IGETC 5A; CSUGE B1; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**ESCI 140****The Geology of Death Valley National Park****2 Units (AA/AS; CSU)****36 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A study of the geologic materials and processes in Death Valley National Park. The primary emphasis is on the unique geomorphology and tectonic history of the park. Course also includes the study of regional minerals and rocks, aeolian processes, and tectonic features. Includes a weekend trip to the region. A transportation/activities fee may be charged.

**ESCI 180****Introduction to Geographic Information Systems****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An introductory GIS course that will teach the theory and usage of Geographic Information Systems in a number of fields including business, resource management, Earth Sciences, and urban planning. Recommended for anyone using spatial data in their profession.

**ESCI 698A****Cooperative Education****1 Unit (AA/AS)****60 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ESCI 698B****Cooperative Education****2 Units (AA/AS)****120 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ESCI 698C****Cooperative Education****3 Units (AA/AS)****180 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ESCI 698D****Cooperative Education****4 Units (AA/AS)****240 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ESCI 699A****Cooperative Education****1 Unit (AA/AS)****75 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ESCI 699B****Cooperative Education****2 Units (AA/AS)****150 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ESCI 699C****Cooperative Education****3 Units (AA/AS)****225 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ESCI 699D****Cooperative Education****4 Units (AA/AS)****300 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

## Economics

Economics, with applications in both business and the social sciences, examines the production, distribution, and consumption of goods and services as well as the theory and management of economies and how the choices made by individuals, firms, and governments impact scarce resources.

In macroeconomics, the topics include:

- economics resources,
- government expenditures and taxation,
- unemployment and inflation,
- monetary policy and the banking system,
- national income determination,
- business cycles,
- fiscal policy,
- international economics, and
- economic growth.

In microeconomics, the topics include:

- price determination,
- economic analysis of firms,
- market structures,
- distribution of income, and
- labor and unions.

Economics courses satisfy general education requirements for an associate degree and for lower division transfer. The Honors Program includes one economics course: ECON 101H Principles of Macroeconomics - Honors. Courses are offered during the day and evening and during early and late start and sessions online.

### Faculty

Name	Office Room Number	Phone	Email
Styles, Christine	CI 244	626-852-6405	cstyles@citruscollege.edu
Zawahreh, Louie	CI 253	626-914-8879	lzawahreh@citruscollege.edu

## Programs

### Associate Degree

- A.S. in Physical Science (p. 213)

## Contact Information

### Division

Social and Behavioral Sciences

### Dean

Dr. Dana Hester

### Administrative Secretary

Gayle Allen

### Division Office

CI 120

### Division Phone Number

626-914-8860

### Email

economics@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/econ>

## Learning Outcomes

This discipline prepares students to do the following:

- Analyze the characteristics of an industry to determine its degree of competition and the type of market structure.
- Use technology and math in the calculation of costs of production and determining a corresponding level of production and price given the type of market in which a firm is operating to prepare the students for success in upper division economics and business classes.
- Demonstrate understanding the workings of a market including demand, supply, and the price system by predicting changes to demand, supply, and prices as a result to events, graphing curves, calculation of quantities and prices for evaluating information analytically and making better decisions in business.
- Identify conditions that would result in market failure such as pollution, inequality in the distribution of income, market power, and lack of public goods to formulate coherent opinions about public policies and promote active citizenship.
- Use the computer for research, computation, and word processing for written reports, conducting online quizzes, graphing, solving problems, and communicating when collaborating with their peers to become aware of available tools and resources.
- Demonstrate understanding of the concepts of scarcity and choice, which define the field of economics to make better decisions as consumers and in business.
- Locate, organize, and analyze information regarding the measurement of the macro economy using technology, basic math skills, and computer proficiency and present the findings.
- Compare and contrast the main theories that explain macroeconomic activities including recessions, expansions, employment, and inflation and to show the differences using graphs and calculations to demonstrate an understanding of government policy and its implications in these areas.
- Develop an understanding of the theories and patterns of international trade and its effects on societies in terms of standards

of living, productivity, labor markets and the environment to promote respect for others and cultural awareness.

- Use the computer for research, computation, and word processing for written reports, conducting online quizzes, graphing, solving problems, and communicating when collaborating with their peers to become aware of available tools and resources.

## Courses

### ECON 100

#### Survey of Economics

**3 Units (AA/AS; CSU; UC; IGETC 4B; Citrus GE; CSUGE D2)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: MATH 030; ENGL 099 if required by English placement or if required by English level.*

Introduction to the concepts and tools of economic analysis, especially as they apply to the United States economy. The major topics studied are business organizations, government expenditures and taxation, business cycles, price determination, the distribution of income and economic growth.

### ECON 101

#### Principles of Macroeconomics

**3 Units (AA/AS; CSU; UC; IGETC 4B; Citrus GE; CSUGE D2)**

**54 lecture hours**

**Equivalent to: ECON 101H**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): MATH 030 or higher.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Introduction to the theory of aggregate economic analysis. Emphasis is on demand and supply, market systems, national income accounting, business cycles, unemployment, inflation, economic growth, macroeconomic equilibrium, money and banking, fiscal and monetary policy, international trade and finance.

### ECON 101H

#### Principles of Macroeconomics - Honors

**3 Units (AA/AS; CSU; UC; IGETC 4B; Citrus GE; CSUGE D2)**

**54 lecture hours**

**Equivalent to: ECON 101**

**Grade Mode: Standard Letter**

*Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

*Strongly recommended: MATH 030; ENGL 099 if required by English placement or if required by English 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, such as 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.



**ECON 102****Principles of Microeconomics****3 Units (AA/AS; CSU; UC; IGETC 4B; Citrus GE; CSUGE D2)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): ECON 101 or ECON 101H; MATH 030 or higher.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An introductory course focusing on decision making from the viewpoint of the individual consumer, worker and firm. Emphasis is on price analysis, efficient allocation of resources, production costs, market structures, labor markets, market failure and applications to current economic policy.

## Programs

**Associate Degree**

- A.A. in Social Sciences (p. 212)

## Emergency Management

Emergency management and homeland courses prepare students for employment with emergency management agencies such as local cities and county governments in California, non-profit organizations such as the American Red Cross, and federal agencies such as the Department of Homeland Security (FEMA). Additionally, those currently in the field can earn a recognized degree. Students may earn a certificate of achievement in Emergency Management and Homeland Security. Coursework satisfies general education requirements for an associate in science degree.

**Faculty**

Name	Office Room Number	Phone	Email
Hadsell, Clifford	TC 204	626-914-8755	chadsell@citruscollege.edu

**Contact Information****Division**

Natural, Physical and Health Sciences

**Dean**

Salima Allahbachayo (Health Sciences Director)

**Administrative Secretary**

Stefanie Fuentes

**Division Office**

PC 204

**Division Phone Number**

626-914-8720

**Email**

emergencymgmt@citruscollege.edu

**Discipline Website**<http://www.citruscollege.edu/academics/programs/emer>

## Learning Outcomes

This discipline prepares students to do the following:

1. Express an understanding of the human physical consequences of natural and technological disasters and how to mitigate them.
2. Explain and apply state and local regulations related to emergency management.
3. Be familiar with the range of technologies used in emergency management.
4. Critically analyze emergency management plans and procedures.

## Courses

**EMER 162****Principles of Emergency Management****3 Units (AA/AS)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**EMER 163****Terrorism and Emergency Management****3 Units (AA/AS)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**EMER 164****Managing Hazardous Materials Incidents****3 Units (AA/AS)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**EMER 166****Emergency Planning and Methodology****3 Units (AA/AS)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**EMER 167****Practical Applications of Emergency Management****3 Units (AA/AS)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course provides principles and techniques involved in developing an emergency management plan for a public or private sector organization. Explore the processes involved data gathering, hazard identification and vulnerability assessment, and plan development. Students will prepare a draft of an emergency plan for an organization of their choice.

**EMER 168****Emergency Operations Center (EOC) Management****3 Units (AA/AS)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

The course provides an instruction to design, initiate, and operate an Emergency Operations Center (EOC). The course provides a study of determining the location for an EOC, the physical set-up of the EOC, and the management of EOC operations both in emergency and non-emergent situations.

**Programs****Associate Degree**

- A.S. in Emergency Management and Homeland Security (p. 161)

**Certificate of Achievement**

- Emergency Management and Homeland Security (p. 161)

**A.S. in Emergency Management and Homeland Security**

The Associate of Science degree program will provide both students and currently working emergency managers the required courses and learning domains to apply for employment with emergency management agencies, such as the local cities and county governments in California and non-profit organizations such as the American Red Cross, and federal agencies such as the Department of Homeland Security (FEMA). Additionally, those currently working the field will have a recognized degree.

**Requirements**

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

**Required courses:**

EMER 162	Principles of Emergency Management	3
EMER 163	Terrorism and Emergency Management	3
EMER 164	Managing Hazardous Materials Incidents	3
EMER 166	Emergency Planning and Methodology	3
EMER 167	Practical Applications of Emergency Management	3

**Select at least seven (7) units from the following:**

EMER 168	Emergency Operations Center (EOC) Management	3
ESCI 180	Introduction to Geographic Information Systems	4
HEAL 161	Emergency Medical Technician - Basic	7

Total Units		22
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**Learning Outcomes****A.S. Degree Level Student Learning Outcomes**

Students completing the Emergency Management and Homeland Security A.S. Degree will:

1. Express an understanding of the human physical consequences of natural and technological disasters and how to mitigate them.
2. Explain and apply state and local regulations related to emergency management.
3. Be familiar with the range of technologies used in emergency management.
4. Critically analyze emergency management plans and procedures.

**Certificate in Emergency Management and Homeland Security**

The Certificate of Achievement in Emergency Management and Homeland Security offers the required courses and learning domains for students to apply for employment with emergency management agencies, such as the local cities and county governments in California; non-profit organizations such as the American Red Cross; and federal agencies such as the Department of Homeland Security (FEMA).

**Requirements****Required courses:**

EMER 162	Principles of Emergency Management	3
EMER 163	Terrorism and Emergency Management	3
EMER 164	Managing Hazardous Materials Incidents	3
EMER 166	Emergency Planning and Methodology	3

**Select one (1) of the following courses:**

EMER 167	Practical Applications of Emergency Management	3
EMER 168	Emergency Operations Center (EOC) Management	3

ESCI 180	Introduction to Geographic Information Systems	4
Total Units		15-16

- Demonstrate an understanding of the ethical responsibilities of EMS and other healthcare providers.
- Calculate various I.V. drip rates for patients undergoing I.V. therapy.
- Develop problem solving and self-assessment skills and make appropriate decisions regarding a variety of procedural situations.
- Identify the signs and symptoms of common medical emergencies related to various body systems.
- Demonstrate the ability to interact with patients and work effectively as a member of the emergency medical services team.
- Discuss various EMS systems both local/state and international.
- Develop the ability to use and adapt to current technology used in emergency medical services practices.
- Demonstrate understanding of administering patient prescribed drugs to patients.
- Demonstrate proficiency in the current duties of an EMT, practicing within scope of practice.

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Emergency Management and Homeland Security Certificate of Achievement will:

1. Express an understanding of the human physical consequences of natural and technological disasters and how to mitigate them.
2. Explain and apply state and local regulations related to emergency management.
3. Be familiar with the range of technologies used in emergency management.
4. Critically analyze emergency management plans and procedures.

## Programs

### Skill Award

- Emergency Medical Technician (p. 162)

## Emergency Medical Technician

### Faculty

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Hadsell, Clifford	TC 204	626-914-8755	chadsell@citruscollege.edu

### Contact Information

#### Division

Natural, Physical and Health Sciences

#### Dean

Salima Allahbachayo (Health Sciences Director)

#### Administrative Secretary

Stefanie Fuentes

#### Division Office

PC 204

#### Division Phone Number

626-914-8720

#### Email

emt@citruscollege.edu

#### Discipline Website

<http://www.citruscollege.edu/academics/programs/emt>

## Learning Outcomes

This discipline prepares students to do the following:

- Use correct medical terminology and nomenclature in the correct context in order to effectively communicate health/medical information and concepts to others.

## Skill Award in Emergency Medical Technician

### Required course:

HEAL 161	Emergency Medical Technician - Basic	7
Total Units		7

### Skill Award Level Student Learning Outcomes

Students completing the Emergency Medical Technician Skill Award will:

1. Use correct medical terminology and nomenclature in the correct context in order to effectively communicate health/medical information and concepts to others.
2. Demonstrate an understanding of the ethical responsibilities of an EMT and other healthcare providers.
3. Calculate various I.V. drip rates for patients undergoing I.V. therapy.
4. Develop problem solving and self-assessment skills and make appropriate decisions regarding a variety of procedural situations.
5. Identify the signs and symptoms of common medical emergencies related to various body systems.
6. Demonstrate the ability to interact with patients and work effectively as a member of the emergency medical services team.
7. Discuss various EMS systems both local/state and international.
8. Develop the ability to use and adapt to current technology used in emergency medical services practices.
9. Demonstrate understanding of administering patient prescribed drugs to patients.
10. Demonstrate proficiency in the current duties of an EMT, practicing within scope of practice.

## Engineering

The Engineering Program provides introductory coursework for students pursuing degrees in all fields of engineering, as well as an associate degree in pre-engineering.

### Contact Information

#### Division

Mathematics and Business

#### Dean

Michael Wangler

#### Administrative Secretary

Cynthia Audelo

#### Division Office

CI 208

#### Division Phone Number

626-914-8792

#### Email

engineering@citruscollege.edu

#### Discipline Website

<http://www.citruscollege.edu/academics/programs/engr>

## Courses

### ENGR 101

#### Introduction to Engineering

**3 Units (AA/AS; CSU)**

**36 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Strongly recommended: MATH 175.*

Introduction to the field of engineering with emphasis on engineering activities characterized in different engineering disciplines and functions. Topics include education and training requirements, ethical and environmental concerns, tools and problem solving techniques used in engineering, historical and engineering design activities and effective communication skills specific to the field of engineering.

### ENGR 135

#### Engineering Mechanics: Statics

**3 Units (AA/AS; CSU; UC)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): MATH 191 and PHYS 201.*

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

A vectorial treatment of the principles of statics with application to engineering problems. Composition and resolution of co-planar force systems; equilibrium of rigid bodies; distributed forces in trusses; frames and cables; shear and bending moments in beams; moments of inertia of areas and bodies and graphical methods are used to model force systems and equilibrium conditions as applied to engineering statics problems.

## Programs

### Associate Degree

- A.S. in Pre-Engineering (p. 163)

## A.S. in Pre-Engineering

Applying the principles of science and mathematics, engineers design and build systems, structures, and products that solve practical problems and meet human needs. Engineers continue to be in high demand worldwide in a broad range of industries, and job prospects are strong in the foreseeable future.

The A.S. Degree in Pre-Engineering includes core courses in mathematics and physics and provides students with a set of skills that prepares them for transfer into engineering programs at baccalaureate degree-granting institutions.

## Requirements

**Students receiving this degree must meet the following requirements:**

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

Courses that complete the Associate Degree in Pre-Engineering might not include all required or recommended courses for transfer into some impacted programs and specific branches of engineering. Students should consult a STEM counselor in order to select the most comprehensive course plan for their personal transfer goals.

### Required courses:

ENGR 101	Introduction to Engineering	3
MATH 190	Calculus with Analytic Geometry I	4
MATH 191	Calculus with Analytic Geometry II	5
MATH 210	Calculus with Analytic Geometry III	5
PHYS 201	Physics A: Mechanics	5
PHYS 202	Physics B: Thermodynamics and Electromagnetism	5
	or PHYS 203 Physics C: Waves, Optics & Modern Physics	

### Select two (2) of the following courses: <sup>1</sup>

CHEM 111	General Chemistry	5
CS 225	Object Oriented Programming	3
ENGR 135	Engineering Mechanics: Statics	3
MATH 211	Differential Equations	5
MATH 212	Introduction to Linear Algebra	4
PHYS 202	Physics B: Thermodynamics and Electromagnetism	5

PHYS 203	Physics C: Waves, Optics & Modern Physics	5
Total Units		33-37

<sup>1</sup> A course may be used only once to fulfill the degree requirements.

- Human Resources,
- Journalism,
- Management,
- Non-profit work,
- Pre-Law,
- Research,
- Sales,
- Screenwriting,
- Teaching domestically and abroad,
- Technical Writing,
- Theater,
- Tutoring, and
- University or College Teacher Assisting.

## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Pre-Engineering A.S. Degree will:

1. Understand how engineering serves society by solving practical problems and meeting human needs.
2. Identify the principle engineering disciplines and articulate transfer and career goals.
3. Understand and apply fundamental physics principles and standard methods of mathematical analysis.
4. Work effectively in a group to accomplish an objective and make a significant contribution to its outcome.
5. Demonstrate problem-solving, decision-making, and critical thinking skills and their ability to apply them to the complex problems involved in engineering.
6. Appreciate the importance of professional ethics as practiced by engineers as they apply their knowledge and skills to serve society.

### Faculty

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Dau, Carsten	CI 213	626-852-8091	cdau@citruscollege.edu
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## English

The English discipline focuses on the appreciation of literature in its cultural context and the development of composition, critical thinking, and textual analysis in both basic skills and transfer-level courses. English courses provide students with intensive instruction and practice in the composition, revision, and editing of academic essays. English courses are taught using multiple methods of delivery:

- Online,
- Hybrid (on and off campus),
- Fast Track, and
- Learning Communities.

English courses also satisfy general education requirements for lower division transfer, and can be used to fulfill the associate degree majors in English Literature or in Language Arts, the English associate degree for transfer, or the liberal arts associate degree with an emphasis in humanities. Students may also earn one of two certificates of achievement:

1. English Literature
2. Writing Competency.

Students in English courses receive skills that will help prepare them for the following jobs and/or careers:

- Blog Writing,
- Business Writing,
- Editing and Publishing,
- Entertainment,
- Freelance Writing,
- Grant Writing,

## Contact Information

### Division

Language Arts and Library

### Dean

Dr. Gina Hogan

### Administrative Secretary

Cathy Day

### Division Office

CI 217

### Division Phone Number

626-914-8856

### Email

english@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/engl>

ENGL 271	Introduction to World Literature: Ancient - Early Modern <sup>1</sup>	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century <sup>1</sup>	3
ENGL 291	Film as Literature	3
ENGL 291H	Film as Literature - Honors	3
ENGL 293	Children's Literature	3
ENGL 293H	Children's Literature - Honors	3
ENGL 294	Introduction to Shakespeare	3
ENGL 298	Literature of the Bible	3

<sup>1</sup> ENGL 251 and ENGL 252, ENGL 261 and ENGL 262, and ENGL 271 and ENGL 272 are paired courses. Each pair offers a comprehensive study of a specific literary period over two classes. It is strongly recommended that two courses from the same pair not be taken in the same semester.

## Courses

### ENGL 098

#### English Fundamentals

#### 2 Units

#### 18 lecture hours, 54 lab hours

#### Grade Mode: Standard Letter

This course focuses intensively on English fundamentals including grammar, spelling, and basic literacy skills such as sentence structure, vocabulary acquisition, mechanics and punctuation, literal comprehension, reading responses, and student learning strategies.

### ENGL 099

#### Introduction to Reading and Composition

#### 5 Units

#### 90 lecture hours

#### Grade Mode: Standard Letter

*Prerequisite(s): ENGL 098 or placement at the ENGL 099 level as defined by the College.*

An introduction to fundamental techniques of reading and writing including sentence skills, paragraph and essay development, and use of literal and inferential comprehension for critical and analytical thinking, reading and writing at the college level.

### ENGL 101

#### Reading and Composition

#### 3 Units (AA/AS; IGETC 1A; CSU; UC; CSUGE A2; Citrus GE)

#### 54 lecture hours

#### Equivalent to: ENGL 101H

#### Grade Mode: Standard Letter

*Prerequisite(s): Placement is based on multiple assessment measures or completion of ENGL 099 or ESL 100 with min. grade of C.*

A college-level composition course emphasizing exposition, analysis, argument, and research techniques. Extensive writing practice based upon reading selections of culturally diverse fiction, non-fiction and verse.

## Learning Outcomes

This discipline prepares students to do the following:

- Become college level writers who critically analyze and synthesize source material by producing argumentative essays in response to readings.
- Become informed, thoughtful writers who are respectful of diverse perspectives and demonstrate cultural awareness, personal responsibility, and ethical behavior.

## GE for Transfer

Citrus College's English courses are tailored to meet CSU general education (CSUGE) and IGETC requirements:

### CSUGE Group A2 (Written Communication) and IGETC Group IA (English Composition)

ENGL 101	Reading and Composition	3
ENGL 101H	Reading and Composition - Honors	3

### CSUGE Group A3 (Critical Thinking) and IGETC Group 1B (Critical Thinking - English Composition)

ENGL 103	Composition and Critical Thinking	3
ENGL 103H	Composition and Critical Thinking - Honors	3
ENGL 104	Argumentative Writing and Critical Thinking	3

### CSUGE Group C2 (Humanities) and IGETC Group 3B (Humanities)

ENGL 102	Introduction to Literature	3
ENGL 120	Introduction to Women's Literature	3
ENGL 213	Horror Literature	3
ENGL 213H	Horror Literature - Honors	3
ENGL 216	American Latino Literature	3
ENGL 251	Introduction to English Literature I <sup>1</sup>	3
ENGL 252	Introduction to English Literature II <sup>1</sup>	3
ENGL 261	Introduction to U.S. American Literature I <sup>1</sup>	3
ENGL 262	Introduction to U. S. American Literature II <sup>1</sup>	3

**ENGL 101H****Reading and Composition - Honors****3 Units (AA/AS; IGETC 1A; CSU; UC; CSUGE A2; Citrus GE)****54 lecture hours****Equivalent to: ENGL 101****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 099 or ESL 100 or placement is based on multiple assessment measures; also, student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

An advanced college level course emphasizing exposition, analysis, evaluation, synthesis, argument, and research techniques. Extensive writing practice based upon reading culturally diverse short stories, novels and related critical material. In addition, students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of fiction and on non-fiction literary readings, presentation and leadership skills demonstrated through class participation/presentation, and service learning in the community.

**ENGL 102****Introduction to Literature****3 Units (AA/AS; IGETC 1A; CSU; IGETC 3B; UC; CSUGE A2; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 101 or ENGL 101H or ESL 101.*

This course introduces representative works from major genres, develops students' close reading and analytical writing skills, and promotes appreciation and critical understanding of the cultural, historical, and aesthetic qualities of literature.

**ENGL 103****Composition and Critical Thinking****3 Units (AA/AS; IGETC 1B; CSU; UC; CSUGE A3; Citrus GE)****54 lecture hours****Equivalent to: ENGL 103H****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 101 or ENGL 101H.*

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 fiction, drama and poetry, and on the development of effective written arguments in support of the analysis. Meets the IGETC critical thinking requirement.

**ENGL 103H****Composition and Critical Thinking - Honors****3 Units (AA/AS; IGETC 1B; CSU; UC; CSUGE A3; Citrus GE)****54 lecture hours****Equivalent to: ENGL 103****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 101 or ENGL 101H; also, student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

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.

**ENGL 104****Argumentative Writing and Critical Thinking****3 Units (AA/AS; IGETC 1B; CSU; UC; CSUGE A3; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 101 or ENGL 101H.*

In this course, students will develop critical thinking, writing, and research skills beyond the ENGL 101 level by examining and modeling complex classical methods of invention, arrangement, and style for writing assignments. Students will read and critically evaluate (for meaning, purpose, strategy and style) expository and argumentative essays from classical sources and multi-cultural perspectives. Students will 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. Meets the IGETC critical thinking requirement.

**ENGL 120****Introduction to Women's Literature****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099.*

This course emphasizes culturally diverse texts written by and about women. Using a variety of literary genres, including short fiction, novel, poetry, drama, and film, students will critically analyze cultural roles and images of women from a variety of theoretical perspectives. Students will explore the challenges women have faced, the biologically and socially constructed roles they have assumed and sometimes rejected, and the successes and accomplishments they have achieved in a predominantly patriarchal climate.

**ENGL 210****Creative Writing****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Instruction and practice in various forms of creative expression such as the short story, the novel, poetry, drama, and/or screenplay. Critical evaluation of professional and student writing.

**ENGL 211****Creative Writing II****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A course in creative expression for students who desire to continue creative writing in the fields of fiction, drama, and poetry.

**ENGL 213****Horror Literature****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2)****54 lecture hours****Equivalent to: ENGL 213H****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 101 or ENGL 101H.*

*Strongly recommended: ENGL 103 or ENGL 103H.*

An introduction to horror literature, this course is designed to give students an understanding of the application of literary analysis to horror literature.

**ENGL 213H****Horror Literature - Honors****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Equivalent to: ENGL 213****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 101 or ENGL 101H; also, student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

*Strongly recommended: ENGL 103 or ENGL 103H.*

This honors course is designed to give the student a knowledge and an appreciation of Horror literature, 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 the impact on literature of selected classics.

**ENGL 216****American Latino Literature****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

The study of American Latino literature emphasizing the development of literary expression within the Latino community specifically in the mediums of poetry, short stories, and novels. The course will explore literature within the context of the Latino culture and examine the impact the works have had on the Latino and literary community.

**ENGL 251****Introduction to English Literature I****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

Significant works of major British writers in historical perspective. First semester: Anglo-Saxon period through the eighteenth century with emphasis on Chaucer, Milton, Donne and Johnson.

**ENGL 252****Introduction to English Literature II****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): ENGL 099 (or higher) or English placement exam eligibility for ENGL 101.*

This course surveys British literature from the late eighteenth century to contemporary British and postcolonial texts.

**ENGL 261****Introduction to U.S. American Literature I****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

Students will explore the context and influence of American literature from the Colonial period to the Civil War. Students will examine specific literary works and their contributions to our personal and cultural context.

**ENGL 262****Introduction to U. S. American Literature II****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**ENGL 271****Introduction to World Literature: Ancient - Early Modern****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 099 or higher.*

*Strongly recommended: ENGL 101.*

English 271 is the study of world literature in translation from the ancient world through the early modern period. This course emphasizes the development of literary expression and explores literature within the context of the culture and time in which works were written. This course examines the relationship between historical events and literary works and the impact of works on their age and ensuing eras.

**ENGL 272****Introduction to World Literature: 1600's through Twentieth Century****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 099 or higher.*

*Strongly recommended: ENGL 101.*

English 272 is the study of world literature in translation from the early modern period to the twentieth century. This course emphasizes the development of literary expression and explores literature within the context of the culture and time in which works were written. This course examines the relationship between historical events and literary works and the impact of works on their age and ensuing eras.

**ENGL 290****Ethnic Voices in Film****3 Units (AA/AS; CSU; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**ENGL 291****Film as Literature****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Equivalent to: ENGL 291H****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

An introduction to film as literature, this course is designed to give students an understanding of the application of literary analysis to film.



**ENGL 291H****Film as Literature - Honors****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Equivalent to: ENGL 291****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 101 or ENGL 101H; also, student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

*Strongly recommended: ENGL 103 or ENGL 103H.*

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 cinematography of select award-winning and classic movies.

**ENGL 293****Children's Literature****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****Equivalent to: ENGL 293H****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 099 (or higher) or English placement exam eligibility for ENGL 101.*

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.

**ENGL 293H****Children's Literature - Honors****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Equivalent to: ENGL 293****Grade Mode: Standard Letter**

*Prerequisite(s): ENGL 101 or ENGL 101H; also, student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

*Strongly recommended: ENGL 103 or ENGL 103H.*

This honors course is designed to give the student a knowledge and an appreciation of children's books, both fiction and nonfiction. 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.

**ENGL 294****Introduction to Shakespeare****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**ENGL 298****Literature of the Bible****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Reading and discussion of selected books from English translations of the Old and New Testaments. Emphasis is on the religious, social, political ideas, literary qualities, and textual problems.

## Programs

### Associate Degrees

- ADT in English (p. 169)
- A.A. in English Literature (p. 168)
- A.A. in Language Arts (p. 209)

### Certificates of Achievement

- Literature (p. 170)
- Writing Competency (p. 170)

## A.A. in English Literature

The Associate of Arts Degree in English Literature provides students with a strong foundation in literature to better prepare them for transfer into a four-year English program. Core course work explores primarily British and American writers through an array of literary traditions, providing opportunities for students to express their understanding and appreciation of the literary world through analysis, research and composition. This degree requires eighteen units, of which twelve are required courses. An additional six units must be selected from the listed optional courses.

## Requirements

**Students receiving this degree must meet the following requirements:**

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

### Required courses:

ENGL 101	Reading and Composition	3
or ENGL 101H	Reading and Composition - Honors	
ENGL 103	Composition and Critical Thinking	3
or ENGL 103H	Composition and Critical Thinking - Honors	
or ENGL 104	Argumentative Writing and Critical Thinking	
ENGL 251	Introduction to English Literature I	3
or ENGL 252	Introduction to English Literature II	

ENGL 261	Introduction to U.S. American Literature I	3
or ENGL 262	Introduction to U. S. American Literature II	
<b>Select two (2) of the following courses:</b>		
ENGL 213	Horror Literature	3
or ENGL 213H	Horror Literature - Honors	
ENGL 216	American Latino Literature	3
ENGL 251	Introduction to English Literature I	3
ENGL 252	Introduction to English Literature II	3
ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U. S. American Literature II	3
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3
ENGL 291	Film as Literature	3
or ENGL 291H	Film as Literature - Honors	
ENGL 293	Children's Literature	3
or ENGL 293H	Children's Literature - Honors	
ENGL 294	Introduction to Shakespeare	3
ENGL 298	Literature of the Bible	3
Total Units		18

## Learning Outcomes

### A.A. Degree Level Student Learning Outcomes

Students completing the English Literature A.A. Degree will:

1. Critically analyze and evaluate the subtext of literature texts in order to demonstrate knowledge of literary terminology.
2. Identify and evaluate the writer's use of literature as a persuasive tool to identify and assess the effectiveness of literary works.
3. Recognize the historical and cultural context of material to evaluate the impact of various cultural phenomena on perspectives presented in literature.
4. Employ established modes of reasoning in the defense and development of thesis/judgments to clearly demonstrate knowledge of critical analysis tools in all written work.
5. Critically analyze and synthesize source material to demonstrate ability to write at the college level.
6. Demonstrate cultural awareness, personal responsibility, and ethical behavior in evaluating and writing about literature.

## ADT in English

The Associate in Arts Degree in English for Transfer (AA-T) is for students who intend to complete a bachelor's degree in English at a CSU. Core course work explores primarily British and American writers through an array of literary traditions, providing opportunities for students to express their understanding and appreciation of the literary world through analysis, research and composition.

This degree provides lower division preparation for students planning to transfer into English programs. Students will take courses in English as well as related fields required for English majors. Students who complete this degree will be guaranteed admission with junior status to

the California State University, though not a particular campus or major, and will be given priority admission to our local CSU campus.

## Requirements

**Students receiving this transfer degree must meet the following requirements:**

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

**Required courses:**

ENGL 102	Introduction to Literature	3
ENGL 104	Argumentative Writing and Critical Thinking	3

**Select three (3) of the following courses:**

ENGL 251	Introduction to English Literature I	3
ENGL 252	Introduction to English Literature II	3
ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U. S. American Literature II	3
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3

**Select one (1) course not used above or one (1) of the following courses:**

CHIN 102	Chinese II	5
COMM 101	Reporting and Writing News	3
ENGL 103	Composition and Critical Thinking	3
ENGL 103H	Composition and Critical Thinking - Honors	3
ENGL 213	Horror Literature	3
ENGL 213H	Horror Literature - Honors	3
ENGL 291	Film as Literature	3
ENGL 291H	Film as Literature - Honors	3
ENGL 293	Children's Literature	3
ENGL 293H	Children's Literature - Honors	3
ENGL 294	Introduction to Shakespeare	3
ENGL 298	Literature of the Bible	3
GER 101	German I	5
GER 102	German II	5
GER 201	German III	5
GER 202	German IV	5
JPN 101	Japanese I	5
JPN 102	Japanese II	5
SPAN 101	Spanish I	5

SPAN 102	Spanish II	5
SPAN 201	Spanish III	5
SPAN 202	Spanish IV	5
SPAN 210	Intermediate Spanish for Spanish Speakers I	5
SPAN 211	Intermediate Spanish for Spanish Speakers II	5
Total Units		18-20

## Learning Outcomes

### A.A.-Transfer Degree Level Student Learning Outcomes

Students completing the English A.A.-Transfer Degree will:

1. Critically analyze and evaluate the subtext of literature texts in order to demonstrate knowledge of literary terminology.
2. Identify and evaluate the writer's use of literature as a persuasive tool to identify and assess the effectiveness of literary works.
3. Recognize the historical and cultural context of material to evaluate the impact of various cultural phenomena on perspectives presented in literature.
4. Employ established modes of reasoning in the defense and development of thesis/judgments to clearly demonstrate knowledge of critical analysis tools in all written work.
5. Critically analyze and synthesize source material to demonstrate the ability to write at the college level.
6. Demonstrate cultural awareness, personal responsibility, and ethical behavior in evaluating and writing about literature.
7. Demonstrate an appreciation and understanding of the scientific method of enquiry.

## Certificate in Literature

This Certificate of Achievement requires the successful completion of twelve units of literature courses and may be used as verification of literature knowledge or competency for entry-level jobs in fields such as tutoring, editing and publishing, journalism, theatre and entertainment.

### Requirements

Select one (1) of the following reading and composition courses:

ENGL 101	Reading and Composition	3
ENGL 101H	Reading and Composition - Honors	3

Select one (1) of the following English literature courses:

ENGL 251	Introduction to English Literature I	3
ENGL 252	Introduction to English Literature II	3

Select one (1) of the following U.S. American literature courses:

ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U. S. American Literature II	3

Select one (1) of the following world literature courses:

ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3

Total Units 12

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Literature Certificate of Achievement will:

1. Critically analyze and evaluate the subtext of literature selections in order to demonstrate knowledge of literary terminology.
2. Employ established modes of reasoning in the defense and development of thesis/judgments to clearly demonstrate knowledge of critical analysis tools in all written work.
3. Identify and evaluate the writer's use of literature as a persuasive tool to identify and assess the effectiveness of literary works.
4. Critically analyze and synthesize source material to demonstrate ability to write at the college level.
5. Demonstrate cultural awareness, personal responsibility, and ethical behavior in evaluating and writing about literature.

## Certificate in Writing Competency

This certificate of achievement requires the successful completion of twelve units of English composition course work and may be used as verification of writing competency for entry-level jobs in fields including:

- composition tutoring,
- editing and publishing,
- journalism,
- pre-law,
- theater and entertainment,
- freelance writing,
- university or college teacher assisting.

### Requirements

Select one (1) of the following reading and composition courses:

ENGL 101	Reading and Composition	3
ENGL 101H	Reading and Composition - Honors	3
ESL 101	Reading and Composition	3

Select one (1) of the following composition and critical thinking classes:

ENGL 103	Composition and Critical Thinking	3
ENGL 103H	Composition and Critical Thinking - Honors	3

Select one (1) of the following courses:

COMM 101	Reporting and Writing News	3
ENGL 102	Introduction to Literature	3
ENGL 291	Film as Literature	3
ENGL 291H	Film as Literature - Honors	3

Required rhetoric course:

ENGL 104	Argumentative Writing and Critical Thinking	3
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Total Units 12

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Writing Competency Certificate of Achievement will:

1. Employ a variety of rhetorical techniques in order to write multi-paragraph essays.
2. Use correct spelling, grammar, punctuation and capitalization in order to demonstrate knowledge of the conventions of the English language.
3. Use the Internet and word processing programs in order to compose and revise written work.
4. Critically analyze and synthesize source material to demonstrate ability to write at the college level.

## English as a Second Language (ESL)

The English as a Second Language (ESL) program offers students a comprehensive selection of courses to improve their knowledge of and skills with English for both personal and academic purposes. The ESL program also introduces international students to American culture and customs. Courses range from pre-collegiate (non-degree-applicable) through transfer levels. ESL 101 Reading and Composition satisfies the graduation requirement in writing competency and satisfies a general education requirement for the associate degree.

### Faculty

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Cross, Cynthia	CI 223	626-857-4128	ccross@citruscollege.edu
Guebert, Toby	CI 219	626-914-8787	tguebert@citruscollege.edu

### Contact Information

#### Division

Language Arts and Library

#### Dean

Dr. Gina Hogan

#### Administrative Secretary

Cathy Day

#### Division Office

CI 217

#### Division Phone Number

626-914-8856

#### Email

esl@citruscollege.edu

#### Discipline Website

<http://www.citruscollege.edu/academics/programs/esl>

## Learning Outcomes

This discipline prepares students to do the following:

- Read analytically and critically at the college level.
- Write in grammatically correct English with clarity and fluency.
- Listen actively and speak articulately.
- Research and synthesize information on topics using library and Internet sources.
- Analyze and self-correct grammatical, semantic, and lexical errors.
- Participate appropriately in an American college classroom by demonstrating cultural awareness, personal responsibility, and ethical behavior.

## Courses

### ESL 020

#### English Language Skills II

3 Units

54 lecture hours, 9 lab hours

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): Placement is based on multiple assessment measures.*

A writing course for high-beginning English language students. Emphasis on production and comprehension of simple phrases, basic sentence construction, introductory paragraph writing skills and basic vocabulary. One of three core courses in ESL Level 2. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

### ESL 022

#### Pronunciation and Conversation II

2 Units

36 lecture hours

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): Placement is based on multiple assessment measures including the Accuplacer placement test.*

*Strongly recommended: For students enrolled in ESL Level 2 core courses.*

A course for beginning ESL students in comprehension and communication of spoken English. Emphasis is on building confidence in oral expression and refining pronunciation. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

### ESL 024

#### Reading/Vocabulary/Idioms II

3 Units

54 lecture hours

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): Placement is based on multiple assessment measures.*

A reading, vocabulary, and idioms course for low-intermediate ESL students. The course is designed to help students expand their vocabulary and use of idioms through oral and written practice and improve their reading comprehension. One of three core courses in ESL Level 2. NOTE: THE UNITS FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

**ESL 026****Grammar Fundamentals II****3 Units****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

**ESL 030****English Language Skills III****3 Units****54 lecture hours, 9 lab hours****Equivalent to: ESL 035****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): ESL 020 or placement in ESL Level 3 on the Accuplacer assessment test.*

A writing course for low-intermediate English language students. Emphasis on production and comprehension of longer phrases, compound and complex sentence construction, low-intermediate paragraph writing skills and vocabulary. 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 Units****36 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: For students enrolled in ESL level 3 core courses.*

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, refining pronunciation, and reducing accent. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

**ESL 034****Reading/Vocabulary/Idioms III****3 Units****54 lecture hours****Equivalent to: ESL 025****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Placement is based on multiple assessment measures or successful completion of ESL 024.*

A reading, vocabulary, and idioms course for intermediate ESL students. The course is designed to help students further expand vocabulary, idiom usage and reading skills. Emphasis is on building vocabulary and idiom usage 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****3 Units****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Placement is based on multiple assessment measures or successful completion of ESL 026.*

A course for low-intermediate ESL students seeking to improve their grammatical accuracy in 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 Units****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): ESL 030 or placement in ESL Level 4 on the Accuplacer assessment test.*

This course prepares 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 Units****36 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

**ESL 044****Reading/Vocabulary/Idioms IV****3 Units****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): ESL 034 or placement in ESL Level 4 based on multiple assessment measures.*

A reading, vocabulary, and idioms course for high intermediate ESL students, designed to facilitate appropriate strategies for improving reading comprehension and developing vocabulary and idiom usage. 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****3 Units****54 lecture hours****Equivalent to: ESL 090****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): ESL 036 or placement is based on multiple assessment measures.**Strongly recommended: For students enrolled in ESL Level 4 core courses.*

A course for high-intermediate ESL students seeking to improve their grammatical accuracy. Intensive review and practice of syntactic structures such as verb tense, tag questions, gerunds and infinitives, and phrasal verbs. 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 053****Bridge to College Literature****3 Units****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Placement is based on multiple assessment measures or successful completion of ESL 044.**Strongly recommended: ESL 100.*

This fiction 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. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

**ESL 054****Bridge to College Reading****3 Units****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

**ESL 056****Grammar Review II****3 Units****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): ESL 046.**Strongly recommended: For students enrolled in ESL level 5 core courses.*

A course for advanced ESL students seeking to improve their grammatical accuracy in writing and speaking. Further review and practice of complex syntactic structures such as verb forms, tag questions, conditional statements, reported speech, modals and phrasal verbs, and subordinate clauses. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

**ESL 070****American Idioms I****1 Unit****18 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): ESL 030 or placement is based on multiple assessment measures.*

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. NOTE: THE UNITS FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

**ESL 100****Fundamentals of Composition****3 Units (AA/AS; UC)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): ESL 040 or placement in ESL level 5 on the Accuplacer assessment test.*

This course prepares 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.

**ESL 101****Reading and Composition****3 Units (AA/AS; CSU; UC; CSUGE A2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): ESL 100 or placement in ESL Level 6 based on multiple assessment measures.*

An advanced composition and reading course for ESL students. Instruction and practice in critical reading, expository writing and techniques for researching, documenting and writing a research paper. The course content parallels ENGL 101, differing in that the reading is non-fiction.

## Programs

### Non-Credit Certificates of Competency

- English as a Second Language (Beginning) (p. 241)
- English as a Second Language (Intermediate) (p. 241)
- English as a Second Language (Program Completion) (p. 241)

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## Esthetician

The Esthetician Program, a career technical program that is a subset of cosmetology, provides students with the fundamental skills and knowledge related to healthy skin care:

- theoretical science,
- sanitation and disinfecting procedures,
- the safe employment of electrical modalities,
- make-up techniques, and
- cosmetic hair removal techniques.

Courses lead to a certificate of achievement. The program leads to an entry-level career as an esthetician. Upon completion of the coursework, students are qualified to take the California State Board of Barbering and Cosmetology examination to become a licensed esthetician.

Also see the main cosmetology discipline page (p. 139) for cosmetology programs of study and coursework.

## Contact Information

### Division

Career, Technical and Continuing Education

### Dean

Dr. Caroline Durdella (interim)

### Administrative Secretary

Lois Bottari

### Division Office

TE 147

### Division Phone Number

626-852-6402

### Email

cosmetology@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/cos>

## Learning Outcomes

This discipline prepares students to do the following:

- Understand the components of creating a professional atmosphere.
- Develop confidence, proficiency and appreciation for the specialized knowledge required for a lucrative career within a professional environment.
- Recognize facial treatment philosophies.
- Master the art of makeup design and hair removal to ensure success in the industry.
- Successfully complete 600 hours and pass the California State Board exams.

## Programs

### Certificate of Achievement

- Esthetician (p. 174)

## Certificate in Esthetician

This program is designed to educate and train students in the fundamental skills needed to successfully complete and pass the California State Board Exam. The program provides a distinct education in esthetic applications, values, theoretical science and State Board preparedness which includes, but is not limited to, makeup design, training in electrical modalities, hair removal, facials for specific skin types and proper sanitation and disinfecting procedures. The program also provides interpersonal interaction with clients and other students. The focus is on personal satisfaction, study skills, trained applications,

and professionalism which are required to become a successful licensed esthetician for an entry-level career in the field of esthetics.

The need for professional estheticians continues to grow in new and exciting ways, providing ample room for personal success in a variety of career paths. This program prepares students for operational and financial success as estheticians.

## Requirements

### Required courses:

COS 199A	Esthetician I	8
COS 199B	Esthetician II	8
COS 199C	Esthetician Salon Success	3
Total Units		19

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Esthetician Certificate of Achievement will:

1. Demonstrate intermediate/advanced skills for application of products, procedures and modalities at a level appropriate to enter the esthetic workplace as well as pass the California State Board of Barbering and Cosmetology Esthetics licensing exam.

## Foreign Languages

The Foreign Languages Department offers proficiency-based instruction in listening, speaking, reading, and writing in Spanish, French, German, Chinese, and Japanese. The study of each language includes:

- vocabulary,
- grammar,
- syntax,
- pronunciation, and
- cultural and historical understanding.

Intermediate-level courses include a literature component. Courses combine classroom lectures, guided practice, and language activities with individual work conducted online.

Foreign language courses lead to an associate degree for transfer in Spanish, and support completion of associate degrees in language arts, liberal arts - humanities and social sciences.

## Faculty

Name	Office Room Number	Phone	Email
Afzali, Ana	CI 306	626-852-8092	aafzali@citruscollege.edu
Garate, Elisabeth	CI 321	626-914-8783	egarate@citruscollege.edu
McGarry, Anna	CI 211	626-852-8015	amcgarry@citruscollege.edu

## Contact Information

### Division

Language Arts and Library

### Dean

Dr. Gina Hogan

### Administrative Secretary

Cathy Day

### Division Office

CI 217

### Division Phone Number

626-914-8856

### Email

foreignlanguages@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/fl>

## Learning Outcomes

This discipline prepares students to do the following:

- Communicate (write, speak, listen, read) in the target language.
- Analyze literary texts.
- Be conversant about the target language cultures and demonstrate scholarly behavior in all campus interactions.

## Courses

### CHIN 101

#### Chinese I

**5 Units (AA/AS; CSU; UC; IGETC 6A; CSUGE C2; Citrus GE)**

**90 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 or higher.*

A course in elementary Chinese (Mandarin) grammar, vocabulary and pronunciation which aims at understanding, speaking, reading and writing simple Chinese and serves as an introduction to Chinese geography and culture.

### CHIN 102

#### Chinese II

**5 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 6A; CSUGE C2; Citrus GE)**

**90 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): CHIN 101 or two years of high school Chinese.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Chinese 102 continues to present the fundamentals of Chinese grammar. Students are further trained to pronounce Mandarin correctly, to build their conversational and written vocabulary, and to read and write approximately 300 more Chinese characters.

### FREN 101

#### French I

**5 Units (AA/AS; CSU; UC; IGETC 6A; CSUGE C2; Citrus GE)**

**90 lecture hours**

**Grade Mode: Credit/No Credit, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### FREN 102

#### French II

**5 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 6A; CSUGE C2; Citrus GE)**

**90 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): FREN 101 or two years of high school French.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A further study of the elementary French grammar and vocabulary which develops understanding, speaking, reading, and writing skills. Includes additional study of French culture.

### GER 101

#### German I

**5 Units (AA/AS; CSU; UC; IGETC 6A; CSUGE C2; Citrus GE)**

**90 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### GER 102

#### German II

**5 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 6A; CSUGE C2; Citrus GE)**

**90 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): GER 101 or two years high school German.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A further study of elementary German grammar which develops understanding, speaking, reading and writing skills. Includes German culture.

### GER 201

#### German III

**5 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 6A; CSUGE C2; Citrus GE)**

**90 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): GER 102 or three years of high school German.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This intermediate level course is a study of the German language and culture. Emphasis is on developing oral, listening, reading and writing skills in order to acquire proficiency in German. Reading strategies and fundamentals of formal composition are introduced with short, level-appropriate literary selections. The class is largely conducted in German.



**GER 202****German IV****5 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 6A; CSUGE C2; Citrus GE)****90 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): GER 201 or four years of high school German.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**JPN 101****Japanese I****5 Units (AA/AS; CSU; UC; IGETC 6A; CSUGE C2; Citrus GE)****90 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A course in elementary Japanese grammar, vocabulary, and pronunciation which aims at understanding, speaking, reading, and writing simple Japanese and serves as an introduction to Japanese geography and culture.

**JPN 102****Japanese II****5 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 6A; CSUGE C2; Citrus GE)****90 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): JPN 101 or two years of high school Japanese.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A further study of elementary Japanese grammar and vocabulary which develops understanding, speaking, reading, and writing skills. Includes additional study of Japanese culture.

**SPAN 101****Spanish I****5 Units (AA/AS; CSU; UC; IGETC 6A; CSUGE C2; Citrus GE)****90 lecture hours****Equivalent to: SPAN 101H****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**SPAN 101H****Spanish I - Honors****5 Units (AA/AS; CSU; UC; IGETC 6A; CSUGE C2; Citrus GE)****90 lecture hours****Equivalent to: SPAN 101****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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. In addition, students are expected to work and participate at an honors level which includes strong critical thinking skills, analysis of cultural readings, and presentation and leadership skills demonstrated through class participation and presentations.

**SPAN 102****Spanish II****5 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 6A; CSUGE C2; Citrus GE)****90 lecture hours****Equivalent to: SPAN 102H****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): SPAN 101 OR two years of high school Spanish or equivalent OR basic knowledge of first semester elementary Spanish as determined by the Professor of Record.**Strongly recommended: ENGL 099.*

A further study of elementary Spanish grammar and vocabulary that develops understanding, speaking, reading and writing (including spelling) skills. Affords opportunities to apply communication skills to new social, professional, and travel contexts. Explores the cultural heritage and civilization of Spain and Latin America through technology and level-appropriate readings. The class will be taught primarily in Spanish.

**SPAN 102H****Spanish II - Honors****5 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 6A; CSUGE C2; Citrus GE)****90 lecture hours****Equivalent to: SPAN 102****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): SPAN 101 or SPAN 101H or two years of high school Spanish; Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A further study of elementary Spanish grammar and vocabulary that develops understanding, speaking, reading and writing (including spelling) skills. Affords opportunities to apply communication skills to new social, professional, and travel contexts. Explores the cultural heritage and civilization of Spain and Latin America through technology and level-appropriate readings. The class will be taught primarily in Spanish. In addition, students are expected to work and participate at an honors level which includes strong critical thinking skills, analysis of cultural readings, and presentation and leadership skills demonstrated through class participation and presentations.

**SPAN 127****Spanish Civilization**

**3 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 4F; CSUGE C2; Citrus GE; CSUGE D6; CSUGE D7)**

**54 lecture hours**

**Equivalent to: HIST 127, HUM 127**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

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. This course is the same as HUM 127.

**SPAN 130****Latin American Culture and Civilization**

**3 Units (AA/AS; CSU; UC; Citrus GE)**

**54 lecture hours**

**Equivalent to: HIST 130**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Latin American Culture and Civilization is a survey course, providing an interdisciplinary approach to understanding the culture and history of Latin America. The course critically analyzes historical and contemporary social traditions and institutions in order to reach an understanding of modern day Latin America.

**SPAN 140****Beginning Conversational Spanish**

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): 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.

**SPAN 141****Intermediate Conversational Spanish**

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): SPAN 102 or two years of high school Spanish.*

This course is designed for students who wish to further improve their oral proficiency in Spanish.

**SPAN 201****Spanish III**

**5 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 6A; CSUGE C2; Citrus GE)**

**90 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: SPAN 102 or fluency in Spanish; ENGL 099 if required by English placement exam or if required by English level.*

This intermediate level course was created with both native Spanish speakers and students studying Spanish as a second language in mind. Current social themes and vocabulary support a comprehensive review of Spanish grammar. The discussion of contemporary cultural topics, the reading of authentic texts, and the development of writing skills are all features of this class that help all intermediate Spanish students to refine and enjoy using their language skills. Class is conducted primarily in Spanish. Note that Spanish III and IV do not need to be taken in order.

**SPAN 202****Spanish IV**

**5 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 6A; CSUGE C2; Citrus GE)**

**90 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): SPAN 201 or fluency in Spanish.*

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

This intermediate level course was designed for both native Spanish speakers and students studying Spanish as a second language. Contemporary cultural topics and vocabulary will provide a context for the study of higher level Spanish grammar. Meaningful readings and the refinement of writing skills will help students to further develop their cultural and linguistic competence. This interactive course is conducted primarily in Spanish.

**SPAN 210****Intermediate Spanish for Spanish Speakers I**

**5 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 6A; CSUGE C2; Citrus GE)**

**90 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): Oral fluency in Spanish.*

*Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**SPAN 211****Intermediate Spanish for Spanish Speakers II**

**5 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 6A; CSUGE C2; Citrus GE)**

**90 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): Oral fluency in Spanish.*

*Strongly recommended: SPAN 210; ENGL 099 if required by English placement or if required by English 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.

## Programs

### Associate Degrees

- ADT in Spanish (p. 177)
- A.A. in Language Arts (p. 209)
- A.A. in Social Sciences (p. 212)

## ADT in Spanish

The Associate of Arts in Spanish for Transfer (AA-T) provides transfer majors with a strong foundation not only in the four basic language skills (listening comprehension, reading comprehension, speaking and writing), but also in the civilization and cultures of Spain and Latin America. The degree emphasizes the acquisition of communicative competence and the development of intercultural awareness, appreciation and understanding. Additionally, the Spanish courses align well with preparation for transfer majors in related fields such as liberal arts, language arts and linguistics, and complement majors in international

relations, political science, business, education, sociology and other areas of study at UC, CSU, and private colleges and universities.

## Requirements

**Students receiving this transfer degree must meet the following requirements:**

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

**Required courses:**<sup>1</sup>

SPAN 101	Spanish I	5
SPAN 102	Spanish II	5
SPAN 201 or SPAN 210	Spanish III Intermediate Spanish for Spanish Speakers I	5
SPAN 202 or SPAN 211	Spanish IV Intermediate Spanish for Spanish Speakers II	5

**List A: Select one (1) of the following courses:**

ACCT 101 or ACCT 101	Financial Accounting Financial Accounting/Honors	4
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3
HIST 130	Latin American Culture and Civilization	3
HIST 131	History of Latin America to 1825	3
HIST 132	History of Modern Latin America	3
HIST 145	History of Mexico	3
HUM 127	Spanish Civilization	3
SPAN 127	Spanish Civilization	3
SPCH 100	Interpersonal Communication	3

**Course substitutions:**

ANTH 210 or ANTH 210H	Introduction to Cultural Anthropology Introduction to Cultural Anthropology - Honors	3
ETHN 116	Introduction to Chicano/Latino Studies	3
SOC 118	Minorities in America	3
SOC 201 or SOC 201H	Introduction to Sociology Introduction to Sociology - Honors	3

Total Units

23-24

<sup>1</sup> If a student places out of any required course and is not awarded units for that course, the student will have to take additional units to compensate for the course/units needed to reach at least 18 total units in the major (per Title 5 regulations). Appropriate course substitutions may be from List A or from Course Substitutions. Any other course substitutions must be approved by the Spanish faculty of World Languages.

## Learning Outcomes

### A.A.-Transfer Degree Level Student Learning Outcomes

Students completing the Spanish A.A.-Transfer Degree will:

1. Communicate orally and in writing in Spanish in real life situations.
2. Read and comprehend Spanish at levels commensurate with those of students seeking an AA degree in Spanish.

## Forestry (Wildland Resources)

Wildland Resources and Forestry describes the study of natural resources in a biological community. The program includes:

- introduction to forestry,
- forest ecology,
- plant identification,
- outdoor recreation,
- wildland fire management,
- wildlife management and ecology, and
- geographic information systems.

Courses in Wildland Resources and Forestry provide extensive field experience for students. The program also awards a certificate of achievement in Wildland Resources and Forestry.

### Faculty

Name	Office Room Number	Phone	Email
Goodman, Robert	LS 129	626-914-8770	rgoodman@citruscollege.edu

## Contact Information

### Division

Natural, Physical and Health Sciences

### Dean

Dr. Eric Rabitoy

### Administrative Secretary

Chris Pagano

### Division Office

PS 114

### Division Phone Number

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### Email

forestry@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/for>

## Learning Outcomes

This discipline prepares students to do the following:

- Express knowledge of scientific terminology as it relates to the management of wildland and other renewable resources.
- Collect and interpret data, tables, and graphs to demonstrate an understanding of the types of data available in the realm of wildland resources.
- Generate scientific hypotheses to distinguish between scientific and non-scientific questions and methods that relate to wildland resources to meet the emerging mandates for conservation, biodiversity, ecosystem management, and long-term sustainability.
- Examine how human activities have contributed to changes in the wildland environment to better understand and discuss past, current, and future issues related to wildland resources.
- Select and use appropriate scientific apparatus.

## Courses

### FOR 101

#### Introduction to Forestry

**3 Units (AA/AS; CSU; UC)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### FOR 102

#### Introduction to Forest Ecology

**3 Units (AA/AS; CSU; UC)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

A lecture course examining the forest as a biological community, through which sustainability, biodiversity, ecosystem health and integrity, old growth, climate change, rainforest, and clear cutting are evaluated.

### FOR 103

#### Plant Identification

**3 Units (AA/AS; CSU; UC)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A course examining the identification of established native and non-native wildland plants of California. Other topics include photosynthesis, taxonomy, edibility, medicinal properties, plant communities and plant adaptations.

### FOR 104

#### Introduction to Outdoor Recreation

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

Covers the historic development of recreation and the role of the federal, state and local government in outdoor recreation. Other topics include economic impact, supply and demand, private enterprise, education, planning and management within the realm of recreation.

### FOR 105

#### Wildland Fire Management

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

A course designed to provide the knowledge of the factors affecting fire behavior, fire control techniques and wildland fire prevention. Factors of topography, fuels and weather will be included.

### FOR 106

#### Principles of Wildlife Management and Ecology

**3 Units (AA/AS; CSU; UC)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A lecture course examining wildlife management as a science, through which a brief history of wildlife management, ecosystems, population ecology, animal behavior, food and cover, wildlife diseases, predation, endangered species, economics of wildlife, and fisheries are discussed.

**FOR 698A****Cooperative Education****1 Unit (AA/AS)****60 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**FOR 698B****Cooperative Education****2 Units (AA/AS)****120 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**FOR 698C****Cooperative Education****3 Units (AA/AS)****180 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**FOR 698D****Cooperative Education****4 Units (AA/AS)****240 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**FOR 699A****Cooperative Education****1 Unit (AA/AS)****75 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**FOR 699B****Cooperative Education****2 Units (AA/AS)****150 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**FOR 699C****Cooperative Education****3 Units (AA/AS)****225 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**FOR 699D****Cooperative Education****4 Units (AA/AS)****300 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

## Programs

### Certificate of Achievement

- Wildland Resources and Forestry (p. 180)

## Certificate in Wildland Resources and Forestry

A certificate of achievement in Wildland Resources and Forestry prepares students for pre-professional careers and transfer into a four-year university leading to a baccalaureate degree in such areas as:

- biology,
- botany,
- conservation,
- ecology,
- education,
- environmental science,
- forestry,
- horticulture,
- organismal biology,
- natural resources,
- rangeland management,
- recreation,
- soil science,
- wildland fire management,
- wildlife management.

The Wildland Resources and Forestry student is also prepared to enter professional programs/careers of specialized study/work in such areas as:

- agriculture,
- conservation biology,
- resource ecology,

- entomology,
- environmental protection,
- fisheries and wildlife,
- forest management,
- hydrology,
- limnology,
- natural resource,
- naturalist,
- park ranger,
- soil science,
- silvicultural practice,
- wildlife law enforcement
- zoology.

Those students who do not intend to transfer may take the courses for either direct vocational application or for general interest.

## Requirements

### Required courses:

ESCI 180	Introduction to Geographic Information Systems	4
FOR 101	Introduction to Forestry	3
FOR 102	Introduction to Forest Ecology	3
FOR 103	Plant Identification	3
FOR 104	Introduction to Outdoor Recreation	3
FOR 105	Wildland Fire Management	3
FOR 106	Principles of Wildlife Management and Ecology	3
Total Units		22

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Wildland Resources and Forestry Certificate of Achievement will:

1. Express knowledge of scientific terminology as it relates to the management of wildland and other renewable resources.
2. Collect data and interpret data, tables and graphs to demonstrate an understanding of the types of data available in the realm of wildland resources.
3. Generate scientific hypotheses to distinguish between scientific and non-scientific questions and methods that relate to wildland resources to meet the emerging mandates for conservation, biodiversity, ecosystem management, and long-term sustainability.
4. Examine how human activities have contributed to changes in the wildland environment to better understand and discuss past, current, and future issues related to wildland resources.
5. Select and use the appropriate scientific apparatus.

## History

History is a critical examination of the record of human development, with attention to changing social, political, economic, and cultural

structures. The study of history is the endeavor to understand the present by becoming knowledgeable about the past.

As the context of all human activity, students of history strive to understand society and their place in it. History courses satisfy general education requirements for the associate degree, an associate degree for transfer in history, an associate degree in liberal arts - humanities, an associate degree in social sciences, and lower division transfer. The Honors Program includes three history courses: HIST 103H History of World Civilization up to 1500 C.E./Honors, HIST 107H History of the United States before 1877 - Honors, and HIST 108H History of the United States since 1877 - Honors.

## Faculty

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## Contact Information

### Division

Social and Behavioral Sciences

### Dean

Dr. Dana Hester

### Administrative Secretary

Gayle Allen

### Division Office

CI 120

### Division Phone Number

626-914-8860

### Email

history@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/hist>

## Learning Outcomes

This discipline prepares students to do the following:

- Demonstrate an ability to write clearly and accurately about the historical process using an appropriate vocabulary.
- Demonstrate critical and analytical thinking about historical themes to compare and contrast time periods or groups of people and their experiences.
- Demonstrate an ability to evaluate primary and secondary sources to contextualize the course material.

- Demonstrate a comprehension and appreciation of the connections, contributions, and experiences of various regions, ethnicities, races and genders in the creation of the modern world to develop a pluralistic perspective.
- Demonstrate quantitative knowledge of important historical patterns, processes, developments, figures and events to comprehend the chronology of historical events and patterns and their impact on developing societies.
- Demonstrate an understanding of the historical process and how the student as an individual relates to developments that have created modern societies.

## Courses

### HIST 103

#### History of World Civilization up to 1500 C.E.

**3 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 4F; CSUGE C2; Citrus GE; CSUGE D6)**

**54 lecture hours**

**Equivalent to: HIST 103H**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### HIST 103H

#### History of World Civilization up to 1500 C.E./Honors

**3 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 4F; CSUGE C2; Citrus GE; CSUGE D6)**

**54 lecture hours**

**Equivalent to: HIST 103**

**Grade Mode: Standard Letter**

*Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

*Strongly recommended: ENGL 101 or ENGL 101H.*

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.

### HIST 104

#### History of World Civilization since 1500

**3 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 4F; CSUGE C2; Citrus GE; CSUGE D6)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### HIST 107

#### History of the United States before 1877

**3 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 4F; CSUGE C2; Citrus GE; CSUGE D6)**

**54 lecture hours**

**Equivalent to: HIST 107H**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

### HIST 107H

#### History of the United States before 1877 - Honors

**3 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 4F; CSUGE C2; Citrus GE; CSUGE D6)**

**54 lecture hours**

**Equivalent to: HIST 107**

**Grade Mode: Standard Letter**

*Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

A survey of political, economic and social development of North America and the United States to 1877 along with a survey of American historiography and the varying interpretations of these developments. The course meets the state requirement for American history and is designed for college transfer students.

### HIST 108

#### History of the United States since 1877

**3 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 4F; CSUGE C2; Citrus GE; CSUGE D6)**

**54 lecture hours**

**Equivalent to: HIST 108H**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**HIST 108H****History of the United States since 1877 - Honors****3 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 4F; CSUGE C2; Citrus GE; CSUGE D6)****54 lecture hours****Equivalent to: HIST 108****Grade Mode: Standard Letter***Prerequisite(s): ENGL 099 or higher or placement is based on multiple measures; also, student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.**Strongly recommended: ENGL 101 or ENGL 101H.*

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.

**HIST 109****The World in Conflict - The 20th Century, a History****3 Units (AA/AS; CSU; UC; IGETC 4F; Citrus GE; CSUGE D6)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A critical approach to the history of the 20th Century through major events and issues.

**HIST 111****History of the African-Americans to 1876****3 Units (AA/AS; CSU; UC; IGETC 4F; Citrus GE; CSUGE D3; CSUGE D6)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

An exploration of the cultural development and role of the African-American in the history of the United States from the African origins to the end of Reconstruction (1876).

**HIST 112****History of the African-Americans since 1876****3 Units (AA/AS; CSU; UC; IGETC 4F; Citrus GE; CSUGE D3; CSUGE D6)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly Recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**HIST 130****Latin American Culture and Civilization****3 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 4F; CSUGE C2; Citrus GE; CSUGE D6)****54 lecture hours****Equivalent to: SPAN 130****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Latin American Culture and Civilization is a survey course, providing an interdisciplinary approach to understanding the culture and history of Latin America. The course critically analyzes historical and contemporary social traditions and institutions in order to reach an understanding of modern day Latin America.

**HIST 131****History of Latin America to 1825****3 Units (AA/AS; CSU; UC; IGETC 4F; CSUGE C2; Citrus GE; CSUGE D6)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The course is a survey of Latin American history from pre-Columbian times to the independence of Latin American lands. Special emphasis is given to the institutions of the past which have shaped the conditions of the emerging states. Relations between Latin American nations and the United States will also be explored.

**HIST 132****History of Modern Latin America****3 Units (AA/AS; CSU; UC; IGETC 4F; CSUGE C2; Citrus GE; CSUGE D6)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

The course is a survey of the social, economic and political history of Latin America from independence to the present. The legacy of colonialism will be considered as special emphasis is given to the development of cultural, political, and economic institutions. The course will give attention to the relationships between Latin America and the United States foreign policy.

**HIST 139****History of California****3 Units (AA/AS; CSU; UC; IGETC 4F; Citrus GE; CSUGE D6)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**HIST 140****History of the American West****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE; CSUGE D6)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 101 or ENGL 101H.*

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.

**HIST 145****History of Mexico****3 Units (AA/AS; CSU; UC; IGETC 4F; Citrus GE; CSUGE D6)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English level or if required by English placement exam.*

This course will survey the history of Mexico from the pre-Columbian period through the Conquest, 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.



**HIST 155****History of the Vietnam War****3 Units (AA/AS; CSU; UC; IGETC 4F; Citrus GE; CSUGE D6)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**HIST 160****History of Women in the United States****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course will introduce students to the major themes in American women's history, addressing topics that include pre-contact and colonial experiences, cross-cultural interactions, enslavement, family and gender roles, sexuality, work, and political activism.

**HIST 222****History of World War II****3 Units (AA/AS; CSU; UC; IGETC 4F; Citrus GE; CSUGE D6)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An examination of the circumstances and events leading to US 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 imperialism, 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.

## Programs

### Associate Degrees

- ADT in History (p. 184)
- A.A. in Liberal Arts - Humanities (p. 210)
- A.A. in Social Sciences (p. 212)

## ADT in History

This degree provides lower division preparation for students planning to transfer into history programs at four-year colleges and universities. Students will take history courses as well as courses in related fields required for history majors.

In addition to helping students meet general education and core requirements for transfer to an upper-division level history program, the

courses are designed to give students a foundation in the examination of the record of human development. Special attention will be given to changing social, political, economic, and cultural structures and to the trends and patterns in history as they develop between and across regions. Students will be exposed to research methods that will help them contextualize their historical experience as well as develop skills in critical thought and writing.

## Requirements

**Students receiving this transfer degree must meet the following requirements:**

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

**Required courses:**

HIST 103	History of World Civilization up to 1500 C.E.	3
or HIST 103H	History of World Civilization up to 1500 C.E./Honors	
HIST 104	History of World Civilization since 1500	3
HIST 107	History of the United States before 1877	3
or HIST 107H	History of the United States before 1877 - Honors	
HIST 108	History of the United States since 1877	3
or HIST 108H	History of the United States since 1877 - Honors	

**Select one (1) of the following courses:**

ANTH 210	Introduction to Cultural Anthropology	3
ANTH 210H	Introduction to Cultural Anthropology - Honors	3
ANTH 216	Sex and Gender in Cross Cultural Perspectives	3
ANTH 216H	Sex and Gender in a Cross Cultural Perspective - Honors	3
GER 201	German III	5
GER 202	German IV	5
HIST 109	The World in Conflict - The 20th Century, a History	3
HIST 111	History of the African-Americans to 1876	3
HIST 112	History of the African-Americans since 1876	3
HIST 130	Latin American Culture and Civilization	3
HIST 131	History of Latin America to 1825	3
HIST 132	History of Modern Latin America	3
HIST 145	History of Mexico	3
HIST 155	History of the Vietnam War	3
HIST 222	History of World War II	3
SOC 118	Minorities in America	3
SPAN 201	Spanish III	5
SPAN 202	Spanish IV	5

**Select one (1) of the following courses:**<sup>1</sup>

HIST 109	The World in Conflict - The 20th Century, a History	3
HIST 111	History of the African-Americans to 1876	3
HIST 112	History of the African-Americans since 1876	3
HIST 130	Latin American Culture and Civilization	3
HIST 131	History of Latin America to 1825	3
HIST 132	History of Modern Latin America	3
HIST 139	History of California	3
HIST 140	History of the American West	3
HIST 145	History of Mexico	3
HIST 155	History of the Vietnam War	3
HIST 222	History of World War II	3
HUM 101	Humanities - Prehistory through the Medieval Period	3
HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	3
HUM 102	Humanities from the Renaissance through the 19th Century	3
HUM 120	British Civilization	3
HUM 127	Spanish Civilization	3
POLI 103	American Government and Politics	3
POLI 103H	American Government and Politics - Honors	3
POLI 116	International Relations	3

Total Units 18-20

<sup>1</sup> A course may be used only once to fulfill degree requirements.

## Learning Outcomes

### A.A.-Transfer Degree Level Student Learning Outcomes

Students completing the History A.A.-Transfer Degree will:

1. Demonstrate an ability to write clearly and accurately about the historical process using an appropriate vocabulary.
2. Demonstrate critical and analytical thinking about historical themes to compare and contrast time periods or groups of people and their experiences.
3. Demonstrate a comprehension and appreciation of the connections, contributions, and experiences of various regions, ethnicities, races and genders in the creation of the modern world to develop a pluralistic perspective.
4. Demonstrate quantitative knowledge of important historical patterns, processes, developments, figures and events to comprehend the chronology of historical events and patterns and their impact on developing societies.

## Humanities

As a discipline, humanities courses examine cultural traditions through an integrative and critical examination of human achievements in art, literature, philosophy, and music. This academic area focuses on the big questions of meaning, ethical and aesthetic value, expression, belief, and the human spirit. Humanities courses satisfy general education

requirements for an associate degree, a liberal arts degree in humanities, and lower division transfer.

### Faculty

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Overly, David	CI 204	626-914-8775	doverly@citruscollege.edu
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### Contact Information

#### Division

Social and Behavioral Sciences

#### Dean

Dr. Dana Hester

#### Administrative Secretary

Gayle Allen

#### Division Office

CI 120

#### Division Phone Number

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#### Email

humanities@citruscollege.edu

#### Discipline Website

<http://www.citruscollege.edu/academics/programs/hum>

## Learning Outcomes

This discipline prepares students to do the following:

- Demonstrate understanding of cultural geographical issues and vocabulary for purposes of successfully navigating a transferable level course.
- Use the terminology of logical analysis or other argumentative skills to evaluate cultural geographical arguments, in order to formulate a well-reasoned philosophical thesis, and to demonstrate critical thinking skills.
- Develop tolerance and respect for religious and cultural geographical views different from one's own by showing awareness of possible objections to one's own view, using college level vocabulary and proper grammar.
- Read original philosophical texts from a wide range of the history of humanities, to show understanding of major philosophical issues appropriate to a transferable course.

## Courses

### HUM 101

#### Humanities - Prehistory through the Medieval Period

3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)

54 lecture hours

Equivalent to: HUM 101H

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The humanities are approached on four levels: art, music, literature, and philosophy. Includes the beginnings in Egypt, Babylonia, and Greece and proceeds chronologically through the medieval period.

### HUM 101H

#### Humanities - Prehistory through the Medieval Period - Honors

3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)

54 lecture hours

Equivalent to: HUM 101

Grade Mode: Standard Letter

*Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The humanities are approached on four levels: art, music, literature, and philosophy. Includes the beginnings in Egypt, Babylonia, and Greece and proceeds chronologically through the Medieval period. A critical in-depth reading of several primary sources is conducted in a discussion format.

### HUM 102

#### Humanities from the Renaissance through the 19th Century

3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)

54 lecture hours

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The humanistic studies are approached on five levels: art, history, music, literature, and philosophy. Begins with the European Renaissance and moves to the 19th century period of globalization.

### HUM 110

#### Humanities in the Modern Period

3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)

54 lecture hours

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course is concerned with critical analysis of the arts and philosophy from the late 19th century to the contemporary period.

### HUM 115

#### Multi-Cultural Mythologies

3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)

54 lecture hours

Grade Mode: Standard Letter

*Prerequisite(s): ENGL 099 or higher.*

An introductory survey course in comparative mythology. Students will read, discuss, and write about basic myths as they have appeared in different civilizations. Basic myths, such as those dealing with creation, earliest times, the flood, tales of love, tales of heroes, journeys to other worlds, and some examination of the concept of myth itself and its values in today's society will be explored.

### HUM 120

#### British Civilization

3 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 4G; CSUGE C2; Citrus GE; CSUGE D7)

54 lecture hours

Equivalent to: HIST 120

Grade Mode: Pass/No Pass, Standard Letter

*Strongly Recommended: ENGL 099 if required by English placement exam or if required by English level.*

An overview of British culture and civilization that considers the history, politics, economics, culture, and social changes that have formed contemporary British society.

### HUM 123

#### Introduction to Peace Studies - Saving Civilization

3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)

54 lecture hours

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An introduction to peace and conflict studies, with an emphasis on war's destructive impact on art, literature, and philosophy. The course examines the meanings and reasons for war, as well as strategies for peace.

### HUM 127

#### Spanish Civilization

3 Units (AA/AS; CSU; IGETC 3B; UC; IGETC 4F; CSUGE C2; Citrus GE; CSUGE D6; CSUGE D7)

54 lecture hours

Equivalent to: SPAN 127

Grade Mode: Pass/No Pass, Standard Letter

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

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.

## Programs

### Associate Degree

- A.A. in Liberal Arts - Humanities (p. 210)

## Information Technology and Information Systems

Information Technology and Information Systems (ITIS), a career technical program, includes computer applications, computer support of business organizations, and computer hardware systems. The program prepares students for a variety of entry-level occupations or advancement within their career fields. Students in the program have the opportunity to complete industry certifications from CompTIA, which include A+, Network+, Server+, and Security+, as well as certifications from Macintosh and Microsoft. Students receive hands-on training in laboratory facilities. Faculty members work with industry and business to ensure relevant training. Many ITIS courses satisfy general education requirements for an associate degree, an associate degree in business,

and lower division transfer. The program offers several ITIS certificate options, many aligned with statewide pathways and/or industry valued third party credentialing.

## Faculty

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## Contact Information

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Lois Bottari

### Division Office

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### Division Phone Number

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### Discipline Website

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## Learning Outcomes

This discipline prepares students to do the following:

- Demonstrate comprehension of essential hardware, software and computer system terminology. Become familiar with, and able to use prompts, commands, menus, and dialog boxes to interact with computers.
- Organize computer-based documents into files and folders using one or more operating systems.
- Achieve basic familiarity with various productivity programs, including word processing, spreadsheets, presentation graphics and databases.
- Increase verbal community skills. Improve the ability to summarize ideas and distill main concepts.
- Improve skills in critical and analytical thinking while working in areas of computer programming and web design.
- Use and possess broad-based knowledge of information and concepts related to installing and maintaining computer hardware, installing and maintaining computer networks, and solving computer hardware and network.
- Apply knowledge and skills in diverse areas of information technology in order to certify in various industry certifications.
- Have the knowledge, skill and behaviors necessary to obtain an entry-level position as a computer user support specialist, computer

hardware installer/technician, computer network technician, field service technician, or other related field of information technology.

## Courses

### ITIS 099

#### Introduction to Windows and Personal Computers

**2 Units**

**36 lecture hours**

**Equivalent to: CIS 099, CSIS 099, CSIS 105**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course covers computer literacy concepts. It provides an introduction to the personal computer via the Windows operating systems. The course prepares students to operate a computer using the Windows graphical user interface. It is designed for students with no previous computer experience.

### ITIS 104

#### Information Technology

**4 Units (AA/AS; CSU)**

**54 lecture hours, 54 lab hours**

**Equivalent to: ENGR 104, IT 104**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course is designed in building computer hardware and software skills needed for entry-level IT positions. Topics covered include networking and computer security. 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. It will lay the foundation for the CompTIA A+ certification exams.

### ITIS 107

#### Network Technology

**4 Units (AA/AS)**

**54 lecture hours, 54 lab hours**

**Equivalent to: ENGR 107, IT 107**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ITIS 104; ENGL 099 if required by English placement exam or if required by English level.*

This course provides information covering the LAN and WAN. Network topologies and protocols are presented.

### ITIS 108

#### Network Operating Systems

**4 Units (AA/AS)**

**54 lecture hours, 54 lab hours**

**Equivalent to: ENGR 108, IT 108**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ITIS 107.*

This course provides information covering the areas of network operating systems used on local and wide area networks (LANS and WANS), as well as popular server software.

**ITIS 109****Network and Computer Security****4 Units (AA/AS)****54 lecture hours, 54 lab hours****Equivalent to: CSIS 109, IT 109****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

Covers basics of general security concepts, network security, communication security, infrastructure security. Business continuity, disaster recovery, planning and prevention will be covered. This course will lay the foundation for attendees to complete the Comp TIA Security+ certification tests.

**ITIS 112****Microsoft Desktop Support****3 Units (AA/AS)****54 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ITIS 104; ENGL 099 if required by English placement exam or if required by English level.*

This course provides students with the knowledge and skills needed to install, configure, and administer the Microsoft Windows Operating System environment. Students will get practical experience to prepare them for the MCSA Exam on installing and configuring Windows OS.

**ITIS 115****Computer Information Systems****3.5 Units (AA/AS; CSU)****54 lecture hours, 27 lab hours****Equivalent to: CIS 107, CSIS 107****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ITIS 099; ENGL 099 if required by English placement exam or if required by English level.*

This course is an overview of information technology and its role in business, industry, health care, and government. Topics include computer hardware, end-user software, network/Internet technologies, ethics, emerging technologies, and coding.

**ITIS 119****Web Design Using HTML****3 Units (AA/AS; CSU)****54 lecture hours, 18 lab hours****Equivalent to: CIS 119, CSIS 119****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ITIS 099 or ITIS 115; ENGL 099 if required by English placement exam or if required by English level.*

This course provides students with the skills needed to create web pages using the latest version of HTML. Students will also be introduced to CSS modeling and JavaScript to create custom web pages for personal and professional environments. The laboratory component provides the student with expanded first-hand experience in specific areas of course content.

**ITIS 120****Principles of Cybersecurity****2 Units (AA/AS; CSU)****18 lecture hours, 54 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ITIS 107 and ITIS 115.*

This course provides an overview to various aspects of information systems security. Topics include aspects of computer and cyber crime, concepts of systems security, security policies, sample attacks, and testing. The student will be introduced to tools and techniques to perform computer and cyber crime investigation as well as methods to uncover and protect digital evidence.

**ITIS 130****Microcomputer Applications I****4 Units (AA/AS; CSU)****72 lecture hours****Equivalent to: CIS 130, CSIS 130****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ITIS 099; also, ENGL 099 if required by English placement exam or if required by English 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, personal information management and an introduction to the Windows OS. This course prepares the student to take the Microsoft Office User Specialist certification exam.

**ITIS 141****Programming Fundamentals****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Equivalent to: CIS 141, CSIS 141****Grade Mode: Standard Letter***Prerequisite(s): ITIS 115.**Strongly recommended: ITIS 099.*

This course is an introduction to programming concepts using the JavaScript language. Emphasis is placed on good design techniques, coding, and documentation. Topics covered focus on variables, data types, operators, functions, decision making with control structure and statements, objects, events, iteration, forms, and error handling. This course is not for Computer Science majors.

**ITIS 150****Web Design with Dreamweaver****3 Units (AA/AS)****54 lecture hours, 18 lab hours****Equivalent to: CIS 150, CSIS 150****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ITIS 099; ENGL 099 if required by English placement exam or if required by English level.*

Fundamentals of web design using a proprietary web development tool. Introduces the basic features of Adobe Dreamweaver including the Dreamweaver interface, toolbars, and panels. Topics include: adding and editing text, formatting using Cascading Style Sheets, editing HTML, adding images, tables, forms, and responsive web design.

**ITIS 160****Introduction to Database Concepts****3 Units (AA/AS)****54 lecture hours****Equivalent to: CSIS 175****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ITIS 099; also, ENGL 099 if required by English placement exam or if required by English level.*

This beginning course on database design focuses on the skills needed to define, create, and maintain a fully programmed database system using Microsoft Access in a Windows environment. The course covers database concepts, design, tables, queries, reports, and menus.

**ITIS 165****Database Principles Using SQL****3 Units (AA/AS)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ITIS 099.*

This is an introductory course in SQL (Standard Query Language).

Concepts covered include a general overview of SQL and MySQL, creating a MySQL database, tables, queries, subqueries, filtering, and conditional logic.

**ITIS 168****Designing Web Sites****3 Units (AA/AS)****45 lecture hours, 27 lab hours****Equivalent to: CIS 168, CSIS 168****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ITIS 099; ENGL 099 if required by English placement exam or if required by English level.*

An introduction to using Web design software to plan, create, and maintain a Web site. This course explores other popular web design software programs such as MS Expression Web and WordPress. Topics covered include: the program interface, using images, links, tables, forms, and style sheets.

**ITIS 170****Database Programming****3 Units (AA/AS; CSU)****54 lecture hours****Equivalent to: CSIS 176****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): ITIS 160.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course introduces database programming using Visual Basic for Applications (VBA). Concepts covered include the VBA interface, VBA concepts, analysis of data management requirements, and design of a database to meet those needs.

**ITIS 230****Microcomputer Applications II - Advanced MS Office****4 Units (AA/AS; CSU)****72 lecture hours****Equivalent to: CIS 230, CSIS 230****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ITIS 130.*

A second course in the use of microcomputers for personal and professional productivity. Students will use the personal computer to learn Microsoft Office (i.e., Word, Excel, Access, & PowerPoint) at an advanced level. Covers the advantages of using integrated software over a single application. This course was changed from CIS 230 to CSIS 230 to now ITIS 230.

**ITIS 698B****Cooperative Education****2 Units (AA/AS)****120 lab hours arranged****Equivalent to: IT 698B****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Information Technology at their place of volunteer employment or training sites.

**ITIS 698D****Cooperative Education****4 Units (AA/AS)****120 lab hours arranged****Equivalent to: IT 698D****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Information Technology at their place of volunteer employment or training sites.

**ITIS 699B****Cooperative Education****2 Units (AA/AS)****120 lab hours arranged****Equivalent to: IT 699B****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Information Technology at their place of paid employment or training sites.

**ITIS 699D****Cooperative Education****4 Units (AA/AS)****120 lab hours arranged****Equivalent to: IT 699D****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to Information Technology at their place of paid employment or training sites.

## Programs

### Certificates of Achievement

- Database Administrator (p. 190)
- Information Technology (p. 190)
- Website Development (p. 191)

## Certificate in Database Administrator

The Database Administrator Certificate of Achievement is one of several certificate options available in the Information Technology and Information Systems (ITIS) program. The core competencies for this certificate include foundational skills in Information technology (ITIS 104 Information Technology, ITIS 107 Network Technology, and ITIS 115 Computer Information Systems) as well as foundational skills in computer programming (ITIS 141 Programming Fundamentals). These four foundational courses are also required in the other ITIS certificates. Students will advance from the core competencies to develop practical skills in using specialized software to store, manipulate, and organize data. The eventual goal is to build the necessary foundation for students to pursue an undergraduate degree in an information-related or computer-related subject.

Students completing this certificate will be equipped with the skills determined by employers as necessary for an entry level position in information technology such as a Computer User Support Specialist (SOC Code: 15-1151) or Database Administrator (SOC Code: 15-1141). During the program students will also have an opportunity to complete industry certifications from CompTIA, including A+ and Network+.

## Requirements

### Required courses:

ITIS 104	Information Technology	4
ITIS 107	Network Technology	4
ITIS 115	Computer Information Systems	3.5
ITIS 141	Programming Fundamentals	3

### Select three (3) of the following courses:

ITIS 160	Introduction to Database Concepts	3
ITIS 165	Database Principles Using SQL	3
ITIS 170	Database Programming	3
or BUS 152	Business Communications	

### Complete one (1) of the following math courses:<sup>1</sup>

MATH 144	Technical Mathematics	5
MATH 150	Intermediate Algebra	5
MATH 165	Introductory Statistics	4

Total Units 27.5-28.5

<sup>1</sup> Or substitute higher level math course.

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Database Administrator Certificate of Achievement will:

1. Demonstrate proficiency in creating, editing, and modifying an electronic database.
2. Demonstrate proficiency in building and maintaining relational databases.
3. Demonstrate proficiency in generating various reports through the process of querying and extraction.

## Certificate in Information Technology

The Information Technology Certificate of Achievement prepares students for careers as: computer technicians, I.T. sales associates, field service technicians, server administrators, system administrators, web support specialists, I.T. project managers, software support technicians, device integration specialists, as well as storage and backup specialists. Throughout the course of the program, students will develop the skills sought after by IT employers. These include networking, security, IP communications, project management, software support, device integration, as well as ethics. During the program the students will have the opportunity to complete industry certifications from CompTIA which include A+, Network+, Server+, and Security+. Program content will also cover industry certifications for Macintosh and Microsoft.

## Requirements

### Required courses:

ITIS 104	Information Technology	4
ITIS 107	Network Technology	4
ITIS 108	Network Operating Systems	4
ITIS 109	Network and Computer Security	4

### Select six (6) units from the following courses:

BUS 130	Introduction to Business	3
BUS 132	Ethics in Business	3
CS 111	Introduction to Programming Concepts and Design	4
ITIS 110	(Deactivated course, pending Chancellor's Office approval)	4
ITIS 698B	Cooperative Education <sup>1</sup>	2
ITIS 698D	Cooperative Education <sup>1</sup>	4
ITIS 699B	Cooperative Education <sup>1</sup>	2
ITIS 699D	Cooperative Education <sup>1</sup>	4
PHIL 110	Philosophy/Logic	3
SPCH 100	Interpersonal Communication	3

Total Units 22

<sup>1</sup> No more than four (4) units of ITIS 698/699 may be used towards the certificate requirements.

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Information Technology Certificate of Achievement will:

1. Use and possess broad based knowledge of information and concepts related to installing and maintaining computer hardware, installing and maintaining computer networks, and solving computer hardware and network problems.
2. Apply their knowledge and skills in diverse areas of Information Technology in order to certify in various industry certifications.
3. Have the knowledge, skill and behaviors necessary to obtain an entry-level position as a computer hardware installer/technician, computer network technician, field service technician, network and communication specialist/technician or other related field of information technology.

## Certificate in Website Development

The Website Development Certificate of Achievement is one of several certificate options available in the Information Technology and Information Systems (IT IS) program. The core competencies for this certificate include foundational skills in Information technology (ITIS 104-Information Technology, ITIS 107-Network Technology, and ITIS 115-Computer Information Systems) as well as foundational skills in computer programming (ITIS 141-Programming Fundamentals). These four foundational courses are also required in the other IT IS certificates. Students will advance from the core competencies to develop skills necessary in the field of web creation and design. This includes building dynamic and responsive web sites that can be delivered in a variety of formats such as computers, tablets, and smartphones.

Students completing this certificate will be equipped with the skills determined by employers as necessary for an entry level position in information technology such as a Computer User Support Specialist (SOC Code: 15-1151) or Web Developer (SOC Code:15-1134). During the program students will also have an opportunity to complete industry certifications from CompTIA, including A+ and Network+.

## Requirements

### Required courses:

ITIS 104	Information Technology	4
ITIS 107	Network Technology	4
ITIS 115	Computer Information Systems	3.5
ITIS 141	Programming Fundamentals	3
<b>Select three (3) of the following courses:</b>		
BUS 152	Business Communications	3
ITIS 119	Web Design Using HTML	3
ITIS 150	Web Design with Dreamweaver	3
ITIS 168	Designing Web Sites	3

Total Units

23.5

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Website Development Certificate of Achievement will:

1. Demonstrate proficiency in creating and editing a new Web site using web page development tools such as Adobe Dreamweaver ® as well as the latest versions of HTML and CSS.
2. Demonstrate proficiency in modifying and updating an existing Web site to make it more responsive and dynamic.
3. Demonstrate proficiency in using JavaScript programming to create a more interactive Web page and site.

## Kinesiology - Physical Education

Kinesiology studies human anatomy and physiology and the mechanics of body movement both theoretically and in practice through physical activities.

A diverse curriculum includes lower division theory courses designed for those who want:

- To complete an associate in science degree in kinesiology;
- A basic instruction program with a wide variety of movement experiences for the development of physical activity skills and with the knowledge necessary for life time wellness;
- An adapted activities curriculum for students with disabilities; and
- An intercollegiate athletic program that offers performance-oriented students opportunities for competition.

Kinesiology courses satisfy general education requirements for an associate degree for transfer in kinesiology, an associate in science degree in kinesiology, a coaching and a personal trainer skill award, and lower division transfer. The Honors Program includes one kinesiology course: KIN 171H Health Science - Honors.

## Faculty

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## Contact Information

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Kinesiology

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### Discipline Website

<http://www.citruscollege.edu/academics/programs/kin>

## Learning Outcomes

This discipline prepares students to do the following:

- Analyze and appropriately adjust the intensity of a workout in accordance with personal target heart rate zone related to ACSM (American College of Sports Medicine) guidelines to achieve maximal benefit.
- Exhibit awareness and identify the dimensions of health and recognize positive characteristics of each dimension in order to live a more healthy lifestyle.
- Demonstrate competency in physical education fundamental techniques to improve individual sport-specific skills.
- Synthesize feedback received from game play, instructor feedback and assessment to develop an understanding of current skill level and areas for growth.
- Determine current level of fitness as measured by one or more of the following tests: resting heart rate, blood pressure, sit and reach flexibility, skin fold measurements, muscular endurance tests, and cardiovascular sub- maximal tests.

## Course Families

### Important Information About Kinesiology Course Descriptions

Kinesiology courses are grouped together as course "families." Students are allowed to take only four courses from each "family." All grades received, including F, WD, and NC grades count towards the four courses.

The kinesiology course families are listed as follows.

#### Aquatics (Family 1)

KIN 141	Lifeguard Training	1
KIN 142	Swimming - Beginning	1

KIN 143	Swimming - Intermediate/Advanced	1
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#### Individual Sports (Family 2)

KIN 101	Badminton	1
KIN 103	Golf	1
KIN 108	Tennis	1

#### Team Sports (Family 3)

KIN 130	Basketball	1
KIN 133	Soccer	1
KIN 134	Softball	1
KIN 135	Volleyball	1

#### Aerobic Fitness (Family 4)

KIN 146	Water Exercise	1
KIN 147	Swimming for Cardiovascular Improvement	1
KIN 151	Body Conditioning	1
KIN 153	Walking/Jogging	1
KIN 159	Cardiovascular Training	1

#### Resistance Training (Family 5)

KIN 145	Strength Training, Balance and Agility	1
KIN 152	Weight Training	1

#### Progressive Relaxation (Family 6)

KIN 116	Yoga	1
KIN 117	Yoga II	1

#### Combatives (Family 7)

KIN 104	Self-Defense and Personal Safety	1
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## Courses

### KIN 100

#### Introduction to Kinesiology

**3 Units (AA/AS; CSU; UC; Citrus GE; CSUGE E)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course introduces the interdisciplinary approach to the study of human movement. In the course, students will explore an overview of the sub-disciplines of the field and their significance in daily life.

### KIN 101

#### Badminton

**1 Unit (AA/AS; CSU; UC; Citrus GE)**

**18 lecture hours, 18 lab hours**

**Equivalent to: PE 101**

**Grade Mode: Pass/No Pass, Standard Letter**

Development of skills necessary to participate in a game of badminton.

Course will improve skills through supervised instruction.

**KIN 103****Golf****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 103****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course will offer a non-competitive environment in which the student can develop the basic fundamentals of golf. Instruction will emphasize woods, long and short irons, bunker play, putting, golf terminology, rules and etiquette.

**KIN 104****Self-Defense and Personal Safety****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 104****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The theory and techniques of self-defense and personal safety. Content focuses on methods of recognizing and avoiding dangers plus skills and strategies of employing physical defense when necessary.

**KIN 108****Tennis****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 108****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Instruction will be concerned with individual growth of fundamentals and techniques of tennis that will allow the student to participate in a lifetime activity.

**KIN 116****Yoga****1 Unit (AA/AS; CSU; UC; Citrus GE; CSUGE E)****18 lecture hours, 18 lab hours****Equivalent to: PE 116****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course focuses on the development of the body/mind through the use of specific Yoga postures, breathing techniques, stretches, mental exercises, and relaxation exercises. The goals are to instruct students to achieve greater concentration, self-discipline, and improved physical/emotional health through instruction and practice of these skills.

**KIN 117****Yoga II****1 Unit (AA/AS; CSU; UC; Citrus GE; CSUGE E)****18 lecture hours, 18 lab hours****Grade Mode: Standard Letter***Prerequisite(s): KIN 116 or permission of instructor.*

Students continue to build upon fundamental skills by applying some of the ancient techniques of yoga to enhance wellness and well-being with greater focus and specificity. Students will progress from basic to more advanced yoga postures (asana), breathing techniques (pranayama), and meditation techniques (dhyana) while also gaining greater awareness of ancient systems of the history, language, and practice of Yoga. In this course students explore ancient systems of Yoga practice in light of modern interpretations. The course presents an evolutionary approach to yoga asana (physical postures), pranayama (breathing), philosophy, and meditation. The emphasis is on application and theory through practice, discovery, reflection and discussion.

**KIN 118****Meditation and Mindfulness****2 Units (AA/AS; CSU; UC; CSUGE E)****36 lecture hours****Grade Mode: Standard Letter**

Examines the theoretical concepts and practical application strategies in the field of stress management. Physiological and psychological consequences of prolonged stress responses are explored to assist the learner in determining their stress exposure in order to better observe behavioral patterns and clearly apply the various systems of meditation, mindfulness, and relaxation techniques that will be explored during the course.

**KIN 119****Personal Training****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): KIN 100 or KIN 170 or KIN 171 or KIN 171H or KIN 172 or KIN 173.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course covers theoretical concepts, guidelines, and relevant information necessary to become a certified personal trainer and pass the NCSF-CPT (National Council On Strength and Fitness- Certified Personal Trainer) Exam. The course seeks to educate potential registrants for the NCSF-CPT exam on topics ranging from anatomy and biomechanics through nutrition, exercise prescription, and training. Instruction for a variety of able-bodied populations in order to enter the fitness industry as a competent and qualified personal trainer. Required printed materials for the course are the same as those required to register for the certification exam offered by the National Council on Strength and Fitness. Exam fees and materials may be purchased directly from NCSF.org.

**KIN 130****Basketball****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 130****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Techniques in basketball such as ball handling, passing, receiving, screening, cutting, shooting, team play and strategy of the game. Rules are included.

**KIN 133****Soccer****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 133****Grade Mode: Pass/No Pass, Standard Letter**

Course is designed to teach fundamentals of soccer and to develop physical stamina and neuromuscular coordination. Active participation will take place in interclass competition. Improve skills by repetition and supervised instruction.

**KIN 134****Softball****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 134****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Instruction in the basic skills and techniques of play in softball. Students will be required to understand the statistical aspect of the game. Course will improve proficiency in skills by repetition and supervised instruction.

**KIN 135****Volleyball****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 135****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Instruction will be centered upon improving proficiency on the development of basic volleyball skills with an emphasis on setting, digging, serving, spiking and team strategies. Development of offensive and defensive strategies for doubles, 3 on 3, 4 on 4.

**KIN 141****Lifeguard Training****1 Unit (AA/AS; CSU; UC)****18 lecture hours, 18 lab hours****Equivalent to: PE 141****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: Successful completion of pretest assessment of swimming strokes; ENGL 099 if required by English placement exam or if required by English level.*

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. If a student wishes to receive a certification card they must pay the required Red Cross fee.

**KIN 142****Swimming - Beginning****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 142****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

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 swim strokes.

**KIN 143****Swimming - Intermediate/Advanced****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 143****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: KIN 142.*

This course is designed to develop knowledge and skill in competitive swimming strokes. Swimming strokes to be taught are the freestyle, back stroke, breast stroke, and dolphin butterfly. The class will emphasize the development of cardiovascular aerobic conditioning.

**KIN 144****Water Safety Instructor****1 Unit (AA/AS; CSU; UC)****18 lecture hours, 18 lab hours****Equivalent to: PE 144****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: Successful completion of pretest assessment of swimming strokes; ENGL 099 if required by English placement exam or if required by English level.*

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 lifesaving. If a student wishes to receive a card they must pay the required Red Cross fee.

**KIN 145****Strength Training, Balance and Agility****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 145****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**KIN 146****Water Exercise****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 146****Grade Mode: Pass/No Pass, Standard Letter**

Low impact water exercise class provides a better understanding of body movement while in the water. Designed to develop strength, flexibility, cardiovascular endurance, and coordination.

**KIN 147****Swimming for Cardiovascular Improvement****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 147****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**KIN 148****Adapted Aquatic Exercises****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 148****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**KIN 150****Adapted Physical Education****1 Unit (AA/AS; CSU; UC; Citrus GE)****54 lab hours****Equivalent to: PE 150****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**KIN 151****Body Conditioning****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 151****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course will include general conditioning exercises, aerobic exercises, and exercises to develop flexibility and strength.

**KIN 152****Weight Training****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 152****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**KIN 153****Walking/Jogging****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lab hours****Equivalent to: PE 153****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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. 18 lecture hours,

**KIN 159****Cardiovascular Training****1 Unit (AA/AS; CSU; UC; Citrus GE)****18 lecture hours, 18 lab hours****Equivalent to: PE 159****Grade Mode: Pass/No Pass, Standard Letter**

This course will offer a non-competitive, 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.

**KIN 167****Women in Sport****3 Units (AA/AS; CSU; UC; CSUGE E)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Title IX has afforded women and girls a wealth of opportunities to participate in sport and the broader society. As we move toward gender equity in sport, research has shown that these increased opportunities have had a tremendous impact on the mental, physical, social, and moral development of young girls. This course will analyze the relationship between gender and sport from multiple perspectives in addition to investigating the economic, cultural, political, social, and educational influences on women in sport and the impact that women have as active participants within a predominantly male sphere.

**KIN 168****Introduction to Public Health****3 Units (AA/AS; CSU; UC; CSUGE E)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This is a paced course that provides an introduction to the infrastructure of public health; the analytical tools employed by public health practitioners; health promotion/disease prevention; quality assessment in public health; and legal and ethical concerns.

**KIN 169****Introduction to Coaching****3 Units (AA/AS; CSU; UC)****54 lecture hours****Equivalent to: PE 169****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

**KIN 170****Fitness for Life****3 Units (AA/AS; CSU; UC; Citrus GE; CSUGE E)****54 lecture hours****Equivalent to: PE 170****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**KIN 171****Health Science****3 Units (AA/AS; CSU; UC; Citrus GE; CSUGE E)****54 lecture hours****Equivalent to: KIN 171H, PE 171, PE 171H****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**KIN 171H****Health Science - Honors****3 Units (AA/AS; CSU; UC; Citrus GE; CSUGE E)****54 lecture hours****Equivalent to: KIN 171, PE 171, PE 171H****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of readings, presentation, and leadership skills demonstrated through class participation/presentation during the investigation of health/fitness topics.

**KIN 172****Introduction to Physical Education****3 Units (AA/AS; CSU; UC)****54 lecture hours****Equivalent to: PE 172****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course explores the history and principles of physical education, exercise science, and sport. The objectives are to define and investigate the importance of physical education with a view toward developing a basic philosophy and background for professional education.

**KIN 173****Nutrition for Fitness****3 Units (AA/AS; CSU; UC; Citrus GE; CSUGE E)****54 lecture hours****Equivalent to: PE 173****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course is designed to provide knowledge about the basic principles of nutrition and to study the role nutrition plays in health promotion.

**KIN 174****Introduction to Team Sports****3 Units (AA/AS; CSU; UC)****54 lecture hours****Equivalent to: PE 174****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A course of study to give the student entering the field of physical education a survey and basic analysis of the team sports: flag football, baseball, basketball, softball, soccer, water polo and team handball.

**KIN 175****Introduction to Individual and Dual Sports****3 Units (AA/AS; CSU; UC)****54 lecture hours****Equivalent to: PE 175****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A course of study to give the student entering the field of physical education a survey and basic analysis of individual sports: badminton, bowling, golf, tennis, track and field, disc golf, and weightlifting.

**KIN 176****Elementary School Physical Education****3 Units (AA/AS; CSU)****54 lecture hours****Equivalent to: PE 176****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An introductory course that will acquaint students with physical education programs for grades K-6. The course will include observation and visitation with elementary age students. The course will include methods, skills, and activities used in teaching elementary physical education. The class is recommended for elementary education and physical education majors.

**KIN 177****First-Aid Responding To Emergencies****3 Units (AA/AS; CSU; UC)****54 lecture hours****Equivalent to: PE 177****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Complies with requirements as set forth by the American National Red Cross for first aid responding to emergencies. Students have the option to receive certification cards in Adult CPR/AED, Child and Infant CPR and First Aid. There is a lab fee to receive the certification that will be collected in class.

**KIN 182****Care and Prevention of Athletic Injuries****3 Units (AA/AS; CSU; UC)****54 lecture hours****Equivalent to: PE 182****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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. Material fee.

**KIN 185****Softball Theory****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: PE 185****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course prepares the student to administer a softball program. It will include practice organization, administration, and live game strategy.

**KIN 186****Baseball Theory****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: PE 186****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course prepares the student to administer a baseball program. It will include teaching methods, practice organization, administration, scouting and live game strategy.

**KIN 188****Basketball Theory****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: PE 188****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Development of game techniques and strategy used in intercollegiate basketball. The course will also include teaching methods, practice organization, scouting and administration.

**KIN 192****Aquatic Theory and Techniques****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: PE 192****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Content focuses on the biomechanical and technical analysis of intercollegiate water polo, swimming and diving.

## Programs

### Associate Degrees

- ADT in Kinesiology (p. 197)
- A.S. in Kinesiology (p. 203)

### Skill Awards

- Coaching (p. 198)
- Personal Trainer (p. 199)

## ADT in Kinesiology

The Associate in Arts in Kinesiology for Transfer (AA-T) program is designed to prepare students for CSU transfer to complete a bachelor's degree in kinesiology, exercise science, physical education, pre-physical

therapy, athletic training and other related allied health professions. Interested students may also pursue careers as personal trainers. Students completing this degree are guaranteed admission to the California State University system, although not necessarily to a particular campus or major of choice. Students should consult with a counselor for more information on university admission and transfer requirements as this degree may not be the best option for students intending to transfer to a particular CSU campus or to a college or university that is not part of the CSU system.

## Requirements

Students receiving this transfer degree must meet the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

### Required courses:

BIOL 200	Human Anatomy	4
BIOL 201	Human Physiology	4
KIN 100	Introduction to Kinesiology	3

Select three (3) of the following movement based courses with not more than one from each area:

#### Aquatics

KIN 142	Swimming - Beginning	1
KIN 143	Swimming - Intermediate/Advanced	1
KIN 147	Swimming for Cardiovascular Improvement	1

#### Combatives

KIN 104	Self-Defense and Personal Safety	1
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#### Team Sports

KIN 130	Basketball	1
KIN 134	Softball	1
KIN 135	Volleyball	1

#### Fitness

KIN 151	Body Conditioning	1
KIN 152	Weight Training	1
KIN 153	Walking/Jogging	1
KIN 159	Cardiovascular Training	1

#### Individual Sports

KIN 101	Badminton	1
KIN 103	Golf	1
KIN 108	Tennis	1
KIN 116	Yoga	1

#### Dance

DANC 161	Beginning Modern Dance	1
DANC 261	Intermediate Modern Dance I	1

Select two (2) of the following courses:

CHEM 104	College Chemistry	5
	or CHEM 111 General Chemistry	
KIN 177	First-Aid Responding To Emergencies	3
MATH 165	Introductory Statistics	4
PHYS 111	College Physics A	4-5
	or PHYS 201 Physics A: Mechanics	

Total Units 21-25

## Learning Outcomes

### A.A.-Transfer Degree Level Student Learning Outcomes

Students completing the Kinesiology A.A.-Transfer Degree will:

- Exhibit awareness and identify the dimensions of wellness and recognize positive characteristics of each dimension to live a healthier lifestyle.
- Demonstrate competency in fundamental techniques to improve individual sport specific and movement skills.
- Determine current level of fitness.

## Skill Award in Coaching

This skill award provides students with a coaching foundation.

An emphasis is placed on different aspects of coaching including philosophies and techniques, first aid, injury care and prevention, and history of sport.

### Required courses:

KIN 167	Women in Sport	3
KIN 169	Introduction to Coaching	3
KIN 177	First-Aid Responding To Emergencies	3
KIN 182	Care and Prevention of Athletic Injuries	3

Select one (1) of the following:

KIN 174	Introduction to Team Sports	3
KIN 175	Introduction to Individual and Dual Sports	3
KIN 185	Softball Theory	2
KIN 186	Baseball Theory	2
KIN 188	Basketball Theory	2
KIN 192	Aquatic Theory and Techniques	2

Total Units 14-15

### Skill Award Level Student Learning Outcomes

Students completing the Coaching Skill Award will:

- Display basic proficiency in First Aid/CPR or care and prevention of athletic injuries.
- Demonstrate a functional knowledge of sport coaching techniques and philosophy.
- Demonstrate an understanding of health related fitness components.

## Skill Award in Personal Trainer

Becoming a certified personal trainer (CPT) allows one to positively impact the life of someone new to fitness or returning after an injury. The role of a CPT requires a practitioner with the training and skills to assess, teach, and facilitate safe learning experiences for the client while also providing the right stimulus to cause positive physical adaptation.

This certificate provides learning experiences that enable the motivated student to explore the physiological, psychological, and performance aspects of personal training to prepare them for a career as a trained, certified, entry level fitness provider certified through National Council on Strength & Fitness (NCSF).

### Required prerequisite (select one (1) of the following courses):

KIN 100	Introduction to Kinesiology	3
KIN 170	Fitness for Life	3
KIN 171	Health Science	3
KIN 171H	Health Science - Honors	3
KIN 172	Introduction to Physical Education	3
KIN 173	Nutrition for Fitness	3

### Required courses:

BUS 146	Personal Finance	3
KIN 119	Personal Training	3
KIN 177	First-Aid Responding To Emergencies	3
Total Units		12

### Skill Award Level Student Learning Outcomes

Students completing the Personal Trainer Award will:

1. Assess, prescribe, and demonstrate healthful training activities for individuals desirous of additional strength, flexibility, and cardiovascular ability.

## Kinesiology - Physical Education Competitive Athletics

Participation in varsity sports is available to students who possess the highest level of athletic proficiency. Participation includes competition against other California Community Colleges.

Student-athletes must be actively enrolled and attending 12 units during their first semester of competition (9 of which must be academic) including enrollment in the varsity sport class. In order to be eligible and remain eligible a student athlete has to successfully complete at least 6 units during the preceding academic term in which the student is enrolled as a full-time student with a cumulative 2.0 GPA. Student-athletes must maintain a 2.0 grade point average and have passed a cumulative 24 units (18 of which must be academic) to qualify for their second season of the same sport.

Student-athletes can only compete in two years of the same sport.

A student transferring for academic or athletic participation, who has previously participated in intercollegiate athletics at another California Community College, must complete 12 units in residence prior to the beginning of the semester of competition of which a maximum of 8 units

may be earned during the summer session. Participants must pass a physical examination prior to being released to compete. See Athletic Director for more information.

### Faculty

Name	Office Room Number	Phone	Email
Boxley, Jackie	FH 205	626-857-4155	jboxley@citruscollege.edu
Gomez, Steven	FH 216	626-857-4058	sgomez@citruscollege.edu
Spalding, Jennifer	PE 121	626-852-6447	jspalding@citruscollege.edu

### Contact Information

#### Division

Kinesiology

#### Dean

Jody Wise

#### Administrative Secretary

Isabel Bellman

#### Division Office

PE 112

#### Division Phone Number

626-914-8650

#### Email

kinesiology@citruscollege.edu

#### Discipline Website

<http://www.citruscollege.edu/academics/programs/kin>

## Learning Outcomes

This discipline prepares students to do the following:

- Demonstrate an appreciation of diversity in society, develop awareness of diverse cultures and apply sensitivity, respect, and empathy toward others through direct interaction with others during training and competition.
- Demonstrate understanding and adopt acceptable means for enjoying team activities and competition by learning to play by correct rules and by employing proper decorum.
- Improve knowledge and encourage the implementation of lifelong physical activity and wellness to promote a healthy lifestyle through training and competition.
- Analyze and demonstrate training methods to increase students' preparation for lifelong fitness through training and competition.
- Enhance knowledge of rules and regulations of sports to reflect an appreciation of individual and team activities through competition.
- Analyze and evaluate practice and game situations that allow students to demonstrate problem solving skills that they will utilize throughout their lives.
- Utilize video/computer recordings to analyze skill development to enhance training and improve performance during competition.



- Utilize video/computer recordings to analyze team practice and competition strengths and weaknesses to develop strategies for successful performance during competition.
- Execute advanced skill techniques required to participate in athletics at the intercollegiate level.
- Demonstrate an understanding of the rules of the sport in which they participate.
- Demonstrate the use of proper attitude regarding team cooperation, sportsmanship, coach-ability and competitiveness.
- Improve muscular strength, endurance, flexibility, body composition and cardiovascular endurance through training and competition.
- Promote self-esteem and enjoyment of body movement through participation in individual and team sports.

## Courses

### KINC 101

#### Physical Conditioning for Varsity Volleyball

2 Units (AA/AS; CSU; UC)

108 lab hours

Equivalent to: KIN 156A, KIN 156B, KIN 160A, KIN 160B

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): Must be a varsity college athlete/varsity college prospect or with coaches' permission.*

This course is designed to provide a physical conditioning program for the student interested in intercollegiate volleyball. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times.

### KINC 102

#### Physical Conditioning for Varsity Soccer

2 Units (AA/AS; CSU; UC)

108 lab hours

Equivalent to: KIN 156A, KIN 156B, KIN 160A, KIN 160B

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): Must be a varsity college athlete/varsity college prospect or with coaches' permission.*

This course is designed to provide a physical conditioning program for the student interested in intercollegiate soccer. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times.

### KINC 103

#### Physical Conditioning for Varsity Water Polo

2 Units (AA/AS; CSU; UC)

108 lab hours

Equivalent to: KIN 156A, KIN 156B, KIN 160A, KIN 160B

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): Must be a varsity college athlete/varsity college prospect or with coaches' permission.*

This course is designed to provide a physical conditioning program for the student interested in intercollegiate water polo. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times.

### KINC 104

#### Physical Conditioning for Varsity Football

1 Unit (AA/AS; CSU; UC)

54 lab hours

Equivalent to: KIN 156A, KIN 156B, KIN 160A, KIN 160B

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): Must be a varsity college athlete/varsity college prospect or with coaches' permission.*

This course is designed to provide a physical conditioning program for the student interested in intercollegiate football. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times.

### KINC 105

#### Physical Conditioning for Varsity Cross Country

2 Units (AA/AS; CSU; UC)

108 lab hours

Equivalent to: KIN 156A, KIN 156B, KIN 160A, KIN 160B

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): Must be a varsity college athlete/varsity college prospect or with coaches' permission.*

This course is designed to provide a physical conditioning program for the student interested in intercollegiate cross country. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times.

### KINC 106

#### Physical Conditioning for Varsity Golf

2 Units (AA/AS; CSU; UC)

108 lab hours

Equivalent to: KIN 156A, KIN 156B, KIN 160A, KIN 160B

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): Must be a varsity college athlete/varsity college prospect or with coaches' permission.*

This course is designed to provide a physical conditioning program for the student interested in intercollegiate golf. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times.

### KINC 107

#### Physical Conditioning for Varsity Softball

2 Units (AA/AS; CSU; UC)

108 lab hours

Equivalent to: KIN 156A, KIN 156B, KIN 160A, KIN 160B

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): Must be a varsity college athlete/varsity college prospect or with coaches' permission.*

This course is designed to provide a physical conditioning program for the student interested in intercollegiate softball. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times.

### KINC 108

#### Physical Conditioning for Varsity Baseball

2 Units (AA/AS; CSU; UC)

108 lab hours

Equivalent to: KIN 156A, KIN 156B, KIN 160A, KIN 160B

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): Must be a varsity college athlete/varsity college prospect or with coaches' permission.*

This course is designed to provide a physical conditioning program for the student interested in intercollegiate baseball. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times.

**KINC 109****Physical Conditioning for Varsity Swimming****2 Units (AA/AS; CSU; UC)****108 lab hours****Equivalent to:** KIN 156A, KIN 156B, KIN 160A, KIN 160B**Grade Mode:** Pass/No Pass, Standard Letter*Prerequisite(s): Must be a varsity college athlete/varsity college prospect or with coaches' permission.*

This course is designed to provide a physical conditioning program for the student interested in intercollegiate swimming. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times.

**KINC 110****Physical Conditioning for Varsity Basketball****1 Unit (AA/AS; CSU; UC)****54 lab hours****Equivalent to:** KIN 156A, KIN 156B, KIN 160A, KIN 160B**Grade Mode:** Pass/No Pass, Standard Letter*Prerequisite(s): Must be a varsity college athlete/varsity college prospect or with coaches' permission.*

This course is designed to provide a physical conditioning program for the student interested in intercollegiate basketball. Students in this course must provide a current copy of a physical to the athletic trainers prior to participation. This course may be taken four times.

**KINC 130****Off Season Conditioning for Varsity Basketball****1 Unit (AA/AS; CSU)****54 lab hours****Equivalent to:** KIN 207A, KIN 207B, KIN 208A, KIN 208B**Grade Mode:** Pass/No Pass, Standard Letter*Prerequisite(s): Must be a college varsity athlete/college varsity prospect or with coaches' permission.*

This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity basketball. This course may be taken four times.

**KINC 131****Off Season Conditioning for Varsity Volleyball****1 Unit (AA/AS; CSU)****54 lab hours****Equivalent to:** KIN 207A, KIN 207B, KIN 208A, KIN 208B**Grade Mode:** Pass/No Pass, Standard Letter*Prerequisite(s): Must be a college varsity athlete/college varsity prospect or with coaches' permission.*

This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity volleyball. This course may be taken four times.

**KINC 132****Off Season Conditioning for Varsity Soccer****1 Unit (AA/AS; CSU)****54 lab hours****Equivalent to:** KIN 207A, KIN 207B, KIN 208A, KIN 208B**Grade Mode:** Pass/No Pass, Standard Letter*Prerequisite(s): Must be a college varsity athlete/college varsity prospect or with coaches' permission.*

This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity soccer. This course may be taken four times.

**KINC 133****Off Season Conditioning for Varsity Water Polo****1 Unit (AA/AS; CSU)****54 lab hours****Equivalent to:** KIN 207A, KIN 207B, KIN 208A, KIN 208B**Grade Mode:** Pass/No Pass, Standard Letter*Prerequisite(s): Must be a college varsity athlete/college varsity prospect or with coaches' permission.*

This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity water polo. This course may be taken four times.

**KINC 134****Off Season Conditioning for Varsity Football****1 Unit (AA/AS; CSU)****54 lab hours****Equivalent to:** KIN 207A, KIN 207B, KIN 208A, KIN 208B**Grade Mode:** Pass/No Pass, Standard Letter*Prerequisite(s): Must be a college varsity athlete/college varsity prospect or with coaches' permission.*

This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity football. This course may be taken four times.

**KINC 135****Off Season Conditioning for Varsity Cross Country****1 Unit (AA/AS; CSU)****54 lab hours****Equivalent to:** KIN 207A, KIN 207B, KIN 208A, KIN 208B**Grade Mode:** Pass/No Pass, Standard Letter*Prerequisite(s): Must be a college varsity athlete/college varsity prospect or with coaches' permission.*

This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity cross country. This course may be taken four times.

**KINC 137****Off Season Conditioning for Varsity Softball****1 Unit (AA/AS; CSU)****54 lab hours****Equivalent to:** KIN 207A, KIN 207B, KIN 208A, KIN 208B**Grade Mode:** Pass/No Pass, Standard Letter*Prerequisite(s): Must be a college varsity athlete/college varsity prospect or with coaches' permission.*

This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity softball. This course may be taken four times.

**KINC 138****Off Season Conditioning for Varsity Baseball****1 Unit (AA/AS; CSU)****54 lab hours****Equivalent to:** KIN 207A, KIN 207B, KIN 208A, KIN 208B**Grade Mode:** Pass/No Pass, Standard Letter*Prerequisite(s): Must be a college varsity athlete/college varsity prospect or with coaches' permission.*

This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity baseball. This course may be taken four times.

**KINC 139**

**Off Season Conditioning for Varsity Swimming**

**1 Unit (AA/AS; CSU)**

**54 lab hours**

**Equivalent to:** KIN 207A, KIN 207B, KIN 208A, KIN 208B

**Grade Mode:** Pass/No Pass, Standard Letter

*Prerequisite(s): Must be a college varsity athlete/college varsity prospect or with coaches' permission.*

This course provides intermediate and advanced instruction and practice in the skills and strategies of varsity swimming. This course may be taken four times.

**KINC 145**

**Strength Training, Balance and Agility for Varsity Athletes**

**1 Unit (AA/AS; CSU; UC)**

**54 lab hours**

**Grade Mode:** Pass/No Pass, Standard Letter

*Prerequisite(s): Must be a varsity college athlete/varsity college prospect or with coach's permission.*

Designed to introduce student-athletes 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.

**KINC 209**

**Women's Varsity Soccer**

**3 Units (AA/AS; CSU; UC)**

**162 lab hours**

**Equivalent to:** KIN 209, PE 209

**Grade Mode:** Pass/No Pass, Standard Letter

*Strongly recommended: Advanced soccer skills to participate in a competitive collegiate experience.*

Intercollegiate competition in women's varsity soccer. This course may be taken four times.

**KINC 211**

**Women's Varsity Volleyball**

**3 Units (AA/AS; CSU; UC)**

**162 lab hours**

**Equivalent to:** KIN 211, PE 211

**Grade Mode:** Pass/No Pass, Standard Letter

*Strongly recommended: Advanced volleyball skills to participate in a competitive collegiate experience.*

Intercollegiate competition in women's varsity volleyball. This course may be taken four times.

**KINC 212**

**Varsity Swimming**

**2 Units (AA/AS; CSU; UC)**

**108 lab hours**

**Equivalent to:** KIN 212, PE 212

**Grade Mode:** Pass/No Pass, Standard Letter

*Strongly recommended: Advanced swimming skills to participate in a competitive collegiate experience; must be a varsity college/athlete prospect or with coaches' permission.*

Intercollegiate competition in varsity swimming. This course may be taken four times.

**KINC 213**

**Women's Varsity Basketball**

**2 Units (AA/AS; CSU; UC)**

**108 lab hours**

**Equivalent to:** KIN 213, PE 213

**Grade Mode:** Pass/No Pass, Standard Letter

*Strongly recommended: Advanced basketball skills to participate in a competitive collegiate experience.*

Intercollegiate competition in women's varsity basketball. This course may be taken four times.

**KINC 214**

**Women's Varsity Softball**

**2 Units (AA/AS; CSU; UC)**

**108 lab hours**

**Equivalent to:** KIN 214, PE 214

**Grade Mode:** Pass/No Pass, Standard Letter

*Strongly recommended: Advanced softball skills to participate in a competitive collegiate experience.*

Intercollegiate competition in women's varsity softball. This course may be taken four times.

**KINC 216**

**Varsity Cross Country**

**3 Units (AA/AS; CSU; UC)**

**162 lab hours**

**Equivalent to:** KIN 216, PE 216

**Grade Mode:** Pass/No Pass, Standard Letter

*Strongly recommended: Advanced cross country skills to participate in a competitive collegiate experience; must be a collegiate varsity athlete/varsity college prospective athlete or with coach's permission.*

Intercollegiate competition in varsity cross country. This course may be taken four times.

**KINC 220**

**Men's Varsity Football**

**3 Units (AA/AS; CSU; UC)**

**162 lab hours**

**Equivalent to:** KIN 220, PE 220

**Grade Mode:** Pass/No Pass, Standard Letter

*Strongly recommended: Advanced football skills to participate in a competitive collegiate experience.*

Intercollegiate competition in men's varsity football. This course may be taken four times.

**KINC 221**

**Men's Varsity Basketball**

**2 Units (AA/AS; CSU; UC)**

**108 lab hours**

**Equivalent to:** KIN 221, PE 221

**Grade Mode:** Pass/No Pass, Standard Letter

*Strongly recommended: Advanced basketball skills to participate in a competitive collegiate experience.*

Varsity athletics. Involves intercollegiate competition for two units of credit. This course may be taken four times.

**KINC 224****Men's Varsity Baseball****2 Units (AA/AS; CSU; UC)****108 lab hours****Equivalent to:** KIN 224, PE 224**Grade Mode:** Pass/No Pass, Standard Letter*Strongly recommended: Advanced baseball skills to participate in a competitive collegiate experience.*

Intercollegiate competition in men's varsity baseball. This course may be taken four times.

**KINC 225****Men's Varsity Golf****3 Units (AA/AS; CSU; UC)****162 lab hours****Equivalent to:** KIN 225, PE 225**Grade Mode:** Pass/No Pass, Standard Letter*Strongly recommended: Advanced golf skills to participate in a competitive collegiate program.*

Intercollegiate competition in men's varsity golf. This course may be taken four times.

**KINC 227****Women's Varsity Golf****3 Units (AA/AS; CSU; UC)****162 lab hours****Equivalent to:** KIN 227, PE 227**Grade Mode:** Pass/No Pass, Standard Letter*Strongly recommended: Advanced golf skills to participate in a competitive collegiate experience.*

Intercollegiate competition in women's varsity golf. This course may be taken four times.

**KINC 229****Men's Varsity Water Polo****3 Units (AA/AS; CSU; UC)****162 lab hours****Equivalent to:** KIN 229, PE 229**Grade Mode:** Pass/No Pass, Standard Letter*Strongly recommended: Advanced swimming skills to participate in a competitive collegiate experience.*

Intercollegiate competition in men's varsity water polo. This course may be taken four times.

**KINC 230****Women's Varsity Water Polo****3 Units (AA/AS; CSU; UC)****162 lab hours****Equivalent to:** KIN 230, PE 230**Grade Mode:** Pass/No Pass, Standard Letter*Strongly recommended: Advanced swimming skills to participate in a competitive collegiate experience.*

Intercollegiate competition in women's varsity water polo. This course may be taken four times.

**KINC 231****Men's Varsity Soccer****3 Units (AA/AS; CSU; UC)****162 lab hours****Equivalent to:** KIN 231, PE 231**Grade Mode:** Pass/No Pass, Standard Letter*Strongly recommended: Advanced soccer skills to participate in a competitive collegiate experience.*

Intercollegiate competition in men's varsity soccer. This course may be taken four times.

**KINC 232****Intercollegiate Basketball for Men****1 Unit (AA/AS; CSU; UC)****54 lab hours****Grade Mode:** Pass/No Pass, Standard Letter*Strongly recommended: Advanced basketball skills to participate in a competitive collegiate experience.*

Intercollegiate competition for men's varsity basketball. This course may be taken four times.

**KINC 233****Intercollegiate Basketball for Women****1 Unit (AA/AS; CSU; UC)****54 lab hours****Grade Mode:** Pass/No Pass, Standard Letter*Strongly recommended: Advanced basketball skills to participate in a competitive collegiate experience.*

Intercollegiate competition for women's varsity basketball. This course may be taken four times.

**KINC 234****Intercollegiate Softball****1 Unit (AA/AS; CSU; UC)****54 lab hours****Grade Mode:** Pass/No Pass, Standard Letter*Strongly recommended: Advanced softball skills to participate in a competitive collegiate experience.*

Intercollegiate competition for women's varsity softball. This course may be taken four times.

**KINC 235****Intercollegiate Baseball****1 Unit (AA/AS; CSU; UC)****54 lab hours****Grade Mode:** Pass/No Pass, Standard Letter*Strongly recommended: Advanced baseball skills to participate in a competitive collegiate experience.*

Intercollegiate competition for men's varsity baseball. This course may be taken four times.

**KINC 236****Intercollegiate Swimming****1 Unit (AA/AS; CSU; UC)****54 lab hours****Grade Mode:** Pass/No Pass, Standard Letter*Strongly recommended: Advanced swimming skills to participate in a competitive collegiate experience.*

Intercollegiate competition for varsity swimming. This course may be taken four times.

## Programs

### Associate Degrees

- ADT in Kinesiology (p. 197)
- A.S. in Kinesiology (p. 203)

## A.S. in Kinesiology

Kinesiology studies human anatomy and physiology and the mechanics of body movement both theoretically and in practice through physical activities. A diverse curriculum includes lower division theory courses designed for those who want to complete an Associate in Science

in Kinesiology and meet transfer requirements. There is also a basic instructional program with a wide variety of movement experiences for the development of physical activity skills and the knowledge necessary for lifetime wellness. An intercollegiate athletic program offers performance-oriented students opportunities for competition. Kinesiology also offers adapted activities curriculum for students with disabilities.

## Requirements

### Students receiving this degree must meet the following requirements:

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

### Select twelve (12) to eighteen (18) units from the following courses:

KIN 100	Introduction to Kinesiology	3
KIN 169	Introduction to Coaching	3
KIN 170	Fitness for Life	3
KIN 171	Health Science	3
	or KIN 171H Health Science - Honors	
KIN 172	Introduction to Physical Education	3
KIN 173	Nutrition for Fitness	3
KIN 174	Introduction to Team Sports	3
KIN 175	Introduction to Individual and Dual Sports	3
KIN 176	Elementary School Physical Education	3
KIN 177	First-Aid Responding To Emergencies	3
KIN 182	Care and Prevention of Athletic Injuries	3

### May select an additional two (2) to six (6) units from the following courses:

Theory Courses		
KIN 185	Softball Theory	2
KIN 186	Baseball Theory	2
KIN 188	Basketball Theory	2
KIN 192	Aquatic Theory and Techniques	2

### Varsity Sport Courses

KINC 209	Women's Varsity Soccer	3
KINC 211	Women's Varsity Volleyball	3
KINC 212	Varsity Swimming	2
KINC 213	Women's Varsity Basketball	2
KINC 214	Women's Varsity Softball	2
KINC 216	Varsity Cross Country	3
KINC 220	Men's Varsity Football	3
KINC 221	Men's Varsity Basketball	2
KINC 224	Men's Varsity Baseball	2
KINC 225	Men's Varsity Golf	3
KINC 227	Women's Varsity Golf	3
KINC 229	Men's Varsity Water Polo	3

KINC 230	Women's Varsity Water Polo	3
KINC 231	Men's Varsity Soccer	3
KINC 232	Intercollegiate Basketball for Men	1
KINC 233	Intercollegiate Basketball for Women	1
KINC 234	Intercollegiate Softball	1
KINC 235	Intercollegiate Baseball	1
KINC 236	Intercollegiate Swimming	1

### Biological Science

BIOL 200	Human Anatomy	4
BIOL 201	Human Physiology	4

Total Units 18

## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Kinesiology A.S. Degree will:

1. Identify the dimensions of wellness and recognize positive characteristics of each dimension in order to live a healthier lifestyle.
2. Demonstrate competency in fundamental techniques to improve individual sport specific skills.
3. Determine current level of fitness as measured by one or more of the following tests: resting heart rate, blood pressure, sit and reach flexibility, skin fold measurements, muscular endurance tests, and cardiovascular sub maximal test.

## Mathematics

Mathematics is the abstract deductive study of structure and pattern that serves as the foundation of science and technology. Transfer courses in mathematics emphasize the development of mathematical and quantitative reasoning skills beyond the level of intermediate algebra. Courses satisfy general education requirements for the Associate Degree for Transfer in Mathematics, and lower division transfer.

### Faculty

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## Contact Information

### Division

Mathematics and Business

### Dean

Michael Wangler

### Administrative Secretary

Cynthia Audelo

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CI 208

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### Email

mathematics@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/math>

## Learning Outcomes

This discipline prepares students to do the following:

- Use proper vocabulary and notation when describing mathematical concepts; be able to read books and documents and extract quantitative information.
- Develop level-appropriate computational skills: numeric calculation, evaluation of expressions, analysis of data and application of concepts.
- Develop an understanding of, and curiosity toward the physical world.
- Develop the analytic skills to devise questions and propose quantitative solutions.
- Demonstrate computational skills and an understanding of mathematical reasoning that will increase self-esteem and set them on a path of lifelong learning.
- Be adept at using instructional software found by navigating the Web and the Windows environment.

- Perform mathematics functions at a level appropriate to the course. This "level" may range from arithmetic through differential equations and may include statistics, teacher prep and other topics.

## Courses

### MATH 025

#### Arithmetic and PreAlgebra

#### 5 Units

#### 90 lecture hours

#### Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): Placement is based on multiple assessment measures.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Topics include the four basic operations of arithmetic on whole numbers, integers, fractions, decimals, ratios, proportions and percents, an introduction to fundamental algebraic concepts, solving equations and solving applied problems. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

### MATH 029

#### Pre-Algebra

#### 4 Units

#### 72 lecture hours

#### Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): MATH 020 or placement is based on multiple assessment measures.*

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. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED TOWARD THE 60 UNITS FOR GRADUATION.

### MATH 030

#### Elementary Algebra

#### 5 Units

#### 90 lecture hours

#### Equivalent to: MATH 129, MATH 130

#### Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): MATH 025 or MATH 029 or placement is based on multiple assessment measures.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### MATH 031

#### Plane Geometry

#### 4 Units

#### 72 lecture hours

#### Equivalent to: MATH 131

#### Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): MATH 030 or MATH 032 or placement is based on multiple assessment measures.*

A first course in geometry. Elementary logic, properties of geometric figures, parallel and perpendicular lines, ratio and proportion, congruence, area, and volume.

**MATH 032****Beginning and Intermediate Algebra I****5 Units****90 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 029 or placement is based on multiple assessment measures.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Properties of real numbers and expressions; linear equations and inequalities in one and two variables; systems; proportion and variation; exponents; polynomials; factoring; graphs; applications. NOTE: The precollegiate algebra sequence is MATH 029, 030, 150 OR MATH 029, 032, 142. CREDIT MAY NOT BE EARNED FOR BOTH MATH 032 AND MATH 030.

**MATH 140****Pre-Statistics****5 Units (AA/AS)****90 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 025 or MATH 029.*

This course surveys a variety of mathematical topics needed to prepare students for college-level statistics. Pre-Statistics is designed for students in majors such as those in liberal arts, humanities, and social sciences. It should not be taken by students majoring in science, technology, engineering, math, business, nursing, or any other major requiring a specific math course other than statistics. Topics include: performing operations on and evaluation of algebraic expressions, designing observational studies and experiments, graphical and tabular display of data, summarizing data, computing probabilities, describing associations of two variables graphically, graphing equations of lines and linear models, solving linear equations and inequalities, and finding linear models.

**MATH 142****Beginning and Intermediate Algebra II****5 Units (AA/AS; Citrus GE)****90 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 032.*

Rational, radical, quadratic, exponential and logarithmic expressions, functions, and equations; complex numbers; inverse functions; conic sections. NOTE: The precollegiate algebra sequence is MATH 029, 030, 150 OR MATH 029, 032, 142. THIS COURSE MAY NOT BE TAKEN CONCURRENTLY WITH EITHER MATH 148, 149 OR MATH 150. STUDENTS MAY NOT EARN MORE THAN A TOTAL OF FIVE UNITS IN ANY COMBINATION OF MATH 142, 148, 149, AND MATH 150.

**MATH 144****Technical Mathematics****5 Units (AA/AS; Citrus GE)****90 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 030 or MATH 032 or placement is based on multiple assessment measures.*

Reviews and extends concepts from elementary algebra and geometry, and introduces new content from trigonometry, statistics, and other mathematical topics that can be applied to problems that arise in a career and technical setting. Simplifying algebraic expressions, functions, basic graphing, systems of linear equations, linear and quadratic equations, triangles, circles, quadrilaterals, polygons, prisms, spheres, cylinders, statistical graphs, measures of central tendency, measures of variation, normal distribution, right-angle trigonometry, radian measure, Law of Sines, Law of Cosines, sine and cosine graphs, binary and hexadecimal numbers, measurement, metric system, signed numbers and powers of ten. Emphasis is on technical applications and problem-solving skills including the appropriate use of technology.

**MATH 150****Intermediate Algebra****5 Units (AA/AS; Citrus GE)****90 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 030 or placement is based on multiple assessment measures.*

Real number properties, first degree equations and inequalities, absolute value equations and inequalities, formulas, applications, exponents, polynomials, the binomial theorem, factoring, linear systems, functions, rational expressions, radicals, complex numbers, quadratic equations, conics, inverse functions, and exponential and logarithmic functions.

**MATH 151****Plane Trigonometry****4 Units (AA/AS; CSU; CSUGE B4; Citrus GE)****72 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 031 or high school Geometry; MATH 142 or MATH 150 or placement for algebraic readiness is based on multiple assessment measures.*

The study of trigonometric functions, their inverses and their graphs, identities and proofs related to trigonometric expressions, trigonometric equations, solving right triangles, solving triangles using the Law of Cosines and the Law of Sines, polar coordinates, and introduction to vectors.

**MATH 160****Survey of Mathematics****4 Units (AA/AS; CSU; CSUGE B4; Citrus GE)****72 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 142 or MATH 149 or MATH 150 or placement is based on multiple assessment measures.*

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.

**MATH 162****Introductory Mathematical Analysis****4 Units (AA/AS; CSU; IGETC 2A; UC; CSUGE B4; Citrus GE)****72 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 142 or MATH 150 or placement is based on multiple assessment measures.*

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.

**MATH 165****Introductory Statistics****4 Units (AA/AS; CSU; IGETC 2A; UC; CSUGE B4; Citrus GE)****72 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): MATH 140 or MATH 142 or MATH 150 or placement is based on multiple assessment measures.*

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.

**MATH 168****Mathematics for Elementary Teachers I****4 Units (AA/AS; CSU; UC; CSUGE B4; Citrus GE)****72 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): MATH 142 or MATH 150 or placement is based on multiple assessment measures.*

Course is designed for prospective elementary teachers. The course covers sets, logic, number systems, number theory and algebra functions. Techniques in instructional delivery explored.

**MATH 170****College Algebra****4 Units (AA/AS; CSU; IGETC 2A; UC; CSUGE B4; Citrus GE)****72 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): MATH 142 or MATH 150 or placement is based on multiple assessment measures.*

College level course in algebra for majors in the liberal arts. Polynomial, rational, radical, exponential, absolute value, and logarithmic functions; systems of equations; theory of polynomial equations; analytic geometry.

**MATH 175****Pre-Calculus****5 Units (AA/AS; CSU; IGETC 2A; UC; CSUGE B4; Citrus GE)****90 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): MATH 151 or placement is based on multiple assessment measures.*

Preparation for calculus; polynomial, rational, exponential, logarithmic, and trigonometric functions; analytic geometry; systems of equations; sequences and series; mathematical induction.

**MATH 190****Calculus with Analytic Geometry I****4 Units (AA/AS; CSU; IGETC 2A; UC; CSUGE B4; Citrus GE)****72 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 175 or placement is based on multiple assessment measures.*

A first course in differential and integral calculus of a single variable: functions; limits and continuity; techniques and applications of differentiation and integration; Fundamental Theorem of Calculus. Primarily for science, technology, engineering & math majors.

**MATH 191****Calculus with Analytic Geometry II****5 Units (AA/AS; CSU; IGETC 2A; UC; CSUGE B4; Citrus GE)****90 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 190.*

A second course in differential and integral calculus of a single variable: integration; techniques of integration; infinite sequences and series; polar and parametric equations; applications of integration. Primarily for science, technology, engineering & math majors.

**MATH 210****Calculus with Analytic Geometry III****5 Units (AA/AS; CSU; IGETC 2A; UC; CSUGE B4; Citrus GE)****90 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**MATH 211****Differential Equations****5 Units (AA/AS; CSU; IGETC 2A; UC; CSUGE B4; Citrus GE)****90 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MATH 210.*

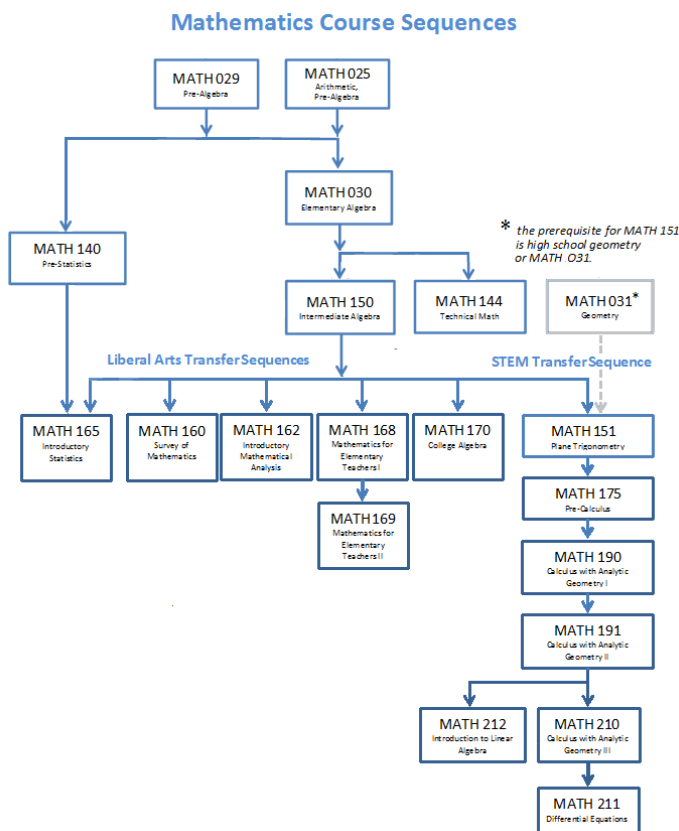
First and second order (linear and non-linear) differential equations, with emphasis on modeling applications. Numerical methods. Basic linear algebra. Systems of linear and non-linear differential equations and their applications. Application of linear algebra to systems. Power series methods.

**MATH 212****Introduction to Linear Algebra****4 Units (AA/AS; CSU; IGETC 2A; UC; CSUGE B4; Citrus GE)****72 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): MATH 191.*

This course develops the techniques and theory needed to solve and classify systems of linear equations. Solution techniques include row operations, Gaussian elimination, and matrix algebra. The course investigates the properties of vectors in two and three dimensions, leading to the notion of an abstract vector space. Vector space and matrix theory are presented including topics such as inner products, norms, orthogonality, eigenvalues, eigenspaces, and linear transformations. Selected applications of linear algebra are included. This introduction to linear algebra course complements coursework in calculus.



## Course Sequence



## Requirements

Students receiving this transfer degree must meet the following requirements:

- Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
- Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

### Required courses:

MATH 190	Calculus with Analytic Geometry I	4
MATH 191	Calculus with Analytic Geometry II	5
MATH 210	Calculus with Analytic Geometry III	5

### Select two (2) of the following courses:

MATH 211	Differential Equations	5
MATH 212	Introduction to Linear Algebra	4
PHYS 201	Physics A: Mechanics	5

Total Units 23-24

## Learning Outcomes

### A.S.-Transfer Degree Level Student Learning Outcomes

Students completing the Mathematics A.S.-Transfer Degree will:

- Develop an understanding of how to use proper vocabulary and notation when describing mathematical concepts, including the ability to read books and documents and extract quantitative information.
- Develop appropriate computational skills including numeric calculation, evaluation of expressions, analysis of data, and application of concepts.
- Develop an understanding of the physical world, which will include the formulation of analytical skills that will aid in the process of devising questions and proposing quantitative solutions.
- Demonstrate computational skills and an understanding of mathematical reasoning that will increase self-esteem and set each student on the path of lifelong learning.
- Demonstrate an understanding of how to use instructional software found by navigating the Web and found in the Windows' environment.
- Demonstrate competency at levels appropriate to a particular course, which will prepare students for the workforce, subsequent courses, and transfer to other educational institutions.

## Programs

### Associate Degree

- ADT in Mathematics (p. 204)

## ADT in Mathematics

The purpose of this program is to prepare students for a career in mathematics. The problem solving skills taught in mathematics prepare students for a great number of job opportunities. A four-year degree could lead to employment in academics, a government agency, or an insurance agency. This major can also serve as a basis for careers in engineering, science, data processing, actuarial science, and as dispensing opticians. The degree prepares students for transfer into the junior year of a baccalaureate degree program in mathematics or related areas such as statistical or actuarial fields.

Students who complete this degree will be guaranteed admission with junior status to the California State University system, though not to a specific campus or major, and will be given priority admission to our local CSU campus.

# Multidisciplinary

## Programs

### Associate Degrees

- A.A. in Language Arts (p. 209)
- A.A. in Liberal Arts - Humanities (p. 210)
- A.A. in Social Sciences (p. 212)
- A.S. in Physical Science (p. 213)

### Certificates

- Certificate in CSUGE (p. 214)
- Certificate in IGETC - Intersegmental General Education Transfer Curriculum (p. 214)

## A.A. in Language Arts

Courses in language arts develop the principles and applications of language toward logical thought, clear and precise expression and critical evaluation of communication in whatever symbol system the student uses.

## Requirements

### Students receiving this degree must meet the following requirements:

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

### Select one (1) of the following courses:

COMM 100	Mass Media and Society	3
SPCH 100	Interpersonal Communication	3
SPCH 101	Public Address	3
SPCH 101H	Public Address - Honors	3

### Select one (1) of the following courses:

ENGL 101	Reading and Composition	3
ENGL 101H	Reading and Composition - Honors	3
ESL 101	Reading and Composition	3

### Select one (1) of the following courses:

CHIN 101	Chinese I	5
CHIN 102	Chinese II	5
FREN 101	French I	5
FREN 102	French II	5
GER 101	German I	5
GER 102	German II	5
JPN 101	Japanese I	5
JPN 102	Japanese II	5

SPAN 101	Spanish I	5
	or SPAN 101H Spanish I - Honors	
SPAN 102	Spanish II	5
	or SPAN 102H Spanish II - Honors	
SPAN 201	Spanish III	5
SPAN 202	Spanish IV	5
SPAN 210	Intermediate Spanish for Spanish Speakers I	5
SPAN 211	Intermediate Spanish for Spanish Speakers II	5

### Select seven (7) units from the following courses:

#### Chinese

CHIN 101	Chinese I	5
CHIN 102	Chinese II	5

#### Communications

COMM 100	Mass Media and Society	3
COMM 101	Reporting and Writing News	3
COMM 103	Freelance Journalism	1
COMM 104	Public Relations	3
COMM 136	Cultural History of American Films	3
COMM 200	Visual Communications	3
COMM 230	Desktop Publishing	3
COMM 240A	Newspaper Production: Beginning Staff	3
COMM 240B	Multimedia Newsroom: Intermediate Staff	3
COMM 240C	Multimedia Newsroom: Senior Staff	3
COMM 240D	Multimedia Newsroom: Staff Leadership	3
COMM 245A	Editorial Board	2
COMM 250	Multimedia Reporting	3

#### English

ENGL 102	Introduction to Literature	3
ENGL 103	Composition and Critical Thinking	3
	or ENGL 103H Composition and Critical Thinking - Honors	
ENGL 104	Argumentative Writing and Critical Thinking	3
ENGL 120	Introduction to Women's Literature	3
ENGL 210	Creative Writing	3
ENGL 211	Creative Writing II	3
ENGL 213	Horror Literature	3
	or ENGL 213H Horror Literature - Honors	
ENGL 216	American Latino Literature	3
ENGL 251	Introduction to English Literature I	3
ENGL 252	Introduction to English Literature II	3
ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U. S. American Literature II	3
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3
ENGL 291	Film as Literature	3
	or ENGL 291H Film as Literature - Honors	
ENGL 293	Children's Literature	3
	or ENGL 293H Children's Literature - Honors	
ENGL 294	Introduction to Shakespeare	3
ENGL 298	Literature of the Bible	3

#### French

FREN 101	French I	5
FREN 102	French II	5
<b>German</b>		
GER 101	German I	5
GER 102	German II	5
GER 201	German III	5
GER 202	German IV	5
<b>Japanese</b>		
JPN 101	Japanese I	5
JPN 102	Japanese II	5
<b>Spanish</b>		
SPAN 101	Spanish I or SPAN 101 Spanish I - Honors	5
SPAN 102	Spanish II or SPAN 102 Spanish II - Honors	5
SPAN 127	Spanish Civilization	3
SPAN 141	Intermediate Conversational Spanish	3
SPAN 201	Spanish III	5
SPAN 202	Spanish IV	5
SPAN 210	Intermediate Spanish for Spanish Speakers I	5
SPAN 211	Intermediate Spanish for Spanish Speakers II	5
<b>Speech</b>		
SPCH 100	Interpersonal Communication	3
SPCH 101	Public Address or SPCH 101 Public Address - Honors	3
SPCH 103	Argumentation and Debate	3
SPCH 106	Small Group Communication	3
<b>May select one (1) of the following courses:</b>		
HUM 101	Humanities - Prehistory through the Medieval Period	3
HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	3
HUM 102	Humanities from the Renaissance through the 19th Century	3
HUM 110	Humanities in the Modern Period	3
Total Units		18

## Learning Outcomes

### A.A. Degree Level Student Learning Outcomes

Students completing the Language Arts A.A. Degree will:

1. Demonstrate college-level critical interpretation, analysis, and synthesis of written material and media messages that reflect multicultural perspectives.
2. Demonstrate college-level informed, thoughtful, effective written, oral, and visual expression in English or other languages.
3. Demonstrate college-level development of cultural appreciation through literature in English and other languages.
4. Demonstrate college-level respect for diverse perspectives and demonstration of cultural awareness, personal responsibility, and ethical behavior within a diverse society.

## A.A. in Liberal Arts - Humanities

The Associate in Liberal Arts is designed for students who wish a broad knowledge of liberal arts and sciences plus additional coursework in an "Area of Emphasis." This area of emphasis would be an ideal choice for students planning on transferring to the California State University or University of California as the student can satisfy their general education requirements, plus focus on transferable course work that relates to majors at CSU or UC. Please consult with a counselor for specific information regarding your intended major at the specific colleges/universities of your choice.

These courses emphasize the study of cultural, literary, humanistic activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

This emphasis includes lower division coursework that prepares students for possible majors in the areas of foreign languages, humanities, literature, and philosophy.

This program is intended for students who are planning to transfer to a 4-year university.

## Requirements

Students receiving this degree must meet the following requirements:

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

Required courses:

HIST 103	History of World Civilization up to 1500 C.E.	3
or HIST 103H	History of World Civilization up to 1500 C.E./Honors	
HUM 101	Humanities - Prehistory through the Medieval Period	3
or HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	
PHIL 106	Introduction to Philosophy	3
or PHIL 106H	Introduction to Philosophy - Honors	

Select nine (9) units from the following disciplines:

<b>Art</b>		
ART 100	Art History and Appreciation - Fundamentals	3
ART 101	Art History and Appreciation-Ancient	3
ART 102	Art History and Appreciation - Medieval	3
ART 103	Art History and Appreciation - Renaissance to Rococo	3
ART 104	Art History and Appreciation - 19th Century Art	3

ART 105	Art History and Appreciation - Early 20th Century Art	3
ART 110	Introduction to the Visual Arts	3
ART 199	Motion Picture Appreciation	3
ART 206	History of Latin American Art	3
ART 207	History of Asian Art	3

**Architecture**

ARCH 250	History of Architecture: Prehistory to Mannerism	3
ARCH 251	History of Architecture: Baroque to the Present Day	3

**Communications**

COMM 136	Cultural History of American Films	3
COMM 200	Visual Communications	3

**Chinese**

CHIN 102	Chinese II	5
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**Dance**

DANC 102	History of Dance	3
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**English**

ENGL 102	Introduction to Literature	3
ENGL 213	Horror Literature or ENGL 213H Horror Literature - Honors	3
ENGL 216	American Latino Literature	3
ENGL 251	Introduction to English Literature I	3
ENGL 252	Introduction to English Literature II	3
ENGL 261	Introduction to U.S. American Literature I	3
ENGL 262	Introduction to U. S. American Literature II	3
ENGL 271	Introduction to World Literature: Ancient - Early Modern	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3
ENGL 291	Film as Literature or ENGL 291H Film as Literature - Honors	3
ENGL 293	Children's Literature or ENGL 293H Children's Literature - Honors	3
ENGL 294	Introduction to Shakespeare	3
ENGL 298	Literature of the Bible	3

**German**

GER 102	German II	5
GER 201	German III	5
GER 202	German IV	5

**History**

HIST 104	History of World Civilization since 1500	3
HIST 107	History of the United States before 1877 or HIST 107H History of the United States before 1877 - Honors	3
HIST 108	History of the United States since 1877 or HIST 108H History of the United States since 1877 - Honors	3
HIST 109	The World in Conflict - The 20th Century, a History	3
HIST 111	History of the African-Americans to 1876	3
HIST 112	History of the African-Americans since 1876	3
HIST 130	Latin American Culture and Civilization	3
HIST 131	History of Latin America to 1825	3
HIST 132	History of Modern Latin America	3
HIST 139	History of California	3

HIST 140	History of the American West	3
HIST 145	History of Mexico	3
HIST 155	History of the Vietnam War	3
HIST 222	History of World War II	3

**Humanities**

HUM 102	Humanities from the Renaissance through the 19th Century	3
HUM 110	Humanities in the Modern Period	3
HUM 115	Multi-Cultural Mythologies	3
HUM 120	British Civilization	3
HUM 123	Introduction to Peace Studies - Saving Civilization	3
HUM 127	Spanish Civilization	3

**Japanese**

JPN 102	Japanese II	5
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**Music**

MUSE 109	Music Appreciation	3
MUSE 110	History of Music I	3
MUSE 111	History of Music II	3
MUSE 112	History of Jazz	3
MUSE 113	History of Rock and Roll	3
MUSE 114	Introduction to American Music	3

**Philosophy**

PHIL 101	Great Religions of the World	3
PHIL 108	Philosophy - Ethics	3
PHIL 130	History of Ancient Philosophy	3
PHIL 131	History of Modern Philosophy	3
PHIL 140	Philosophy of Religion	3
PHIL 210	Symbolic Logic	3

**Spanish**

SPAN 102	Spanish II	5
SPAN 127	Spanish Civilization	3
SPAN 201	Spanish III	5
SPAN 202	Spanish IV	5
SPAN 210	Intermediate Spanish for Spanish Speakers I	5
SPAN 211	Intermediate Spanish for Spanish Speakers II	5

**Speech**

SPCH 150	Intercultural Communication	3
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**Theatre**

THEA 101	Introduction to Theatre Arts	3
THEA 200	The Art of the Theatre	3

Total Units 18

**Learning Outcomes****A.A. Degree Level Student Learning Outcomes**

Students completing the Liberal Arts – Humanities A.A. Degree will:

1. Demonstrate fundamental knowledge of human cultural history.
2. Demonstrate college-level critical interpretation, analysis, and synthesis of written material and media messages that reflect multicultural perspectives.
3. Demonstrate college-level informed, thoughtful, effective written, oral, and visual expression in English or other languages.

- Demonstrate college-level development of cultural appreciation through literature in English and other languages.
- Demonstrate respect for diverse perspectives and demonstration of cultural awareness, personal responsibility, and ethical behavior within a diverse society.

## A.A. in Social Sciences (formerly known as Social and Behavioral Sciences)

The degree in social sciences is concerned with providing a broad understanding of the social, cultural, and intellectual world in which we live. Social science students have diverse interest in human problems and seek a liberal education in a broad spectrum of understandings, insights, and appreciations.

The emphases in this degree are multidisciplinary in nature and seek to provide an understanding of the interrelationships and varied methodologies of its subject areas.

Students will study about themselves and others as members of a larger society. Topics of discussion will stimulate critical thinking about ways people have acted in response to their societies and will allow students to evaluate how societies and social subgroups operate.

The specific emphases in this degree prepare students to transfer to UC and CSU as well as private and out-of-state 4-year schools in variety of disciplines, including geography, gender studies, Latino and Chicano studies, and international relations.

PLEASE NOTE: The courses that universities and colleges require for transfer vary. When selecting courses for transfer purposes, students should consult with a counselor to determine the particular transfer requirements of specific transfer institutions

### Requirements

Students receiving this degree must meet the following requirements:

- Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
- Complete with a "C" or better each course as specified by the major.
- Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
- Meet the local area requirement of Kinesiology/Dance.

Select one (1) of the following History courses:

HIST 107	History of the United States before 1877	3
	or HIST 107H History of the United States before 1877 - Honors	
HIST 108	History of the United States since 1877	3
	or HIST 108H History of the United States since 1877 - Honors	

Select one (1) of the following Political Science courses:

POLI 103	American Government and Politics	3
	or POLI 103H American Government and Politics - Honors	

Select one (1) of the following additional core courses:

ANTH 210	Introduction to Cultural Anthropology	3
	or ANTH 210H Introduction to Cultural Anthropology - Honors	
PSY 101	Introduction to Psychology	3
	or PSY 101H Introduction to Psychology - Honors	
SOC 201	Introduction to Sociology	3
	or SOC 201H Introduction to Sociology - Honors	

Areas of Emphasis (select one)

Select one of the following areas of emphasis - Chicano and Latino Studies, Gender Studies, Geography, or International Relations - and complete all required courses and electives within that area.

1) Emphasis in Chicano and Latino Studies

Chicano and Latino Studies offers an interdisciplinary and comparative approach to understanding the historical experiences, contemporary social status, challenges, and accomplishments of Mexican, Mexican American, and Latino populations in the United States.

Required course:

ETHN 116	Introduction to Chicano/Latino Studies	3
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Select two (2) of the following courses:

ENGL 216	American Latino Literature	3
ETHN 101	Introduction to Ethnic Studies	3
HIST 130	Latin American Culture and Civilization	3
	or SPAN 130 Latin American Culture and Civilization	
HIST 131	History of Latin America to 1825	3
HIST 132	History of Modern Latin America	3
HIST 145	History of Mexico	3
SOC 118	Minorities in America	3

May include one of the following:

SPAN 201	Spanish III	5
SPAN 202	Spanish IV	5
SPAN 210	Intermediate Spanish for Spanish Speakers I	5
SPAN 211	Intermediate Spanish for Spanish Speakers II	5

2) Emphasis in Gender Studies

Gender studies is an interdisciplinary field that focuses on the role of gender in society and culture.

Required course:

SOC 220	Introduction to Gender	3
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Select two (2) of the following courses:

ANTH 216	Sex and Gender in Cross Cultural Perspectives	3
	or ANTH 216H Sex and Gender in a Cross Cultural Perspective - Honors	
ENGL 120	Introduction to Women's Literature	3
ENGL 272	Introduction to World Literature: 1600's through Twentieth Century	3
ETHN 101	Introduction to Ethnic Studies	3
	or SOC 118 Minorities in America	
GEOG 102	Cultural Geography	3
PHIL 101	Great Religions of the World	3
PHIL 106	Introduction to Philosophy	3
	or PHIL 106H Introduction to Philosophy - Honors	
PSY 101	Introduction to Psychology	3
	or PSY 101H Introduction to Psychology - Honors	
PSY 226	Psychology of Women	3

SPCH 101	Public Address	3
or SPCH 101 Public Address - Honors		
SPCH 103	Argumentation and Debate	3
THEA 101	Introduction to Theatre Arts	3
<b>3) Emphasis in Geography</b>		
<i>Geography is an interdisciplinary study focusing on the spatial relations of physical, cultural and economic systems of our world.</i>		
Required courses:		
GEOG 102	Cultural Geography	3
GEOG 118	Physical Geography	3
ESCI 180	Introduction to Geographic Information Systems	4
<b>4) Emphasis in International Relations</b>		
<i>The international relations program provides an interdisciplinary integrated approach to an understanding of society and events, preparing the student for a variety of perspectives in a rapidly changing world.</i>		
Required courses:		
ECON 101	Principles of Macroeconomics	3
or ECON 101 Principles of Macroeconomics - Honors		
POLI 116	International Relations	3
Select two (2) of the following courses:		
ANTH 210	Introduction to Cultural Anthropology	3
or ANTH 210 Introduction to Cultural Anthropology - Honors		
ANTH 222	Introduction to Linguistic Anthropology	3
ANTH 224	Anthropology of Religion, Magic, and Witchcraft	3
ECON 102	Principles of Microeconomics	3
ETHN 101	Introduction to Ethnic Studies	3
ETHN 116	Introduction to Chicano/Latino Studies	3
GEOG 102	Cultural Geography	3
HIST 103	History of World Civilization up to 1500 C.E.	3
or HIST 103 History of World Civilization up to 1500 C.E./Honors		
HIST 104	History of World Civilization since 1500	3
HIST 109	The World in Conflict - The 20th Century, a History	3
PHIL 101	Great Religions of the World	3
POLI 105	Comparative Politics	3
Total Units		18-21

## Learning Outcomes

### A.A. Degree Level Student Learning Outcomes

Students completing the Social Sciences A.A. Degree will:

1. Demonstrate understanding of social science issues and vocabulary.
2. Demonstrate analytic thinking by comparing and applying social science theories and concepts to human culture, economics, history, or political questions.
3. Develop an understanding of cultural, social, economic, historical, and/or political views different from one's own.

## A.S. in Physical Science

Physical science is a branch of science which focuses on the study of non-living systems. The Associate in Science in Physical Science is

designed to prepare students for transfer to four-year institutions as majors in chemistry, Earth science/geology or related science disciplines.

## Requirements

Students receiving this degree must meet the following requirements:

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

Required courses:

CHEM 111	General Chemistry	5
MATH 190	Calculus with Analytic Geometry I	4
PHYS 201	Physics A: Mechanics	5

Areas of Emphasis

Select one of the following areas of emphasis - Chemistry or Geology/Earth Science - and complete all required courses and electives within that area:

*Chemistry area of emphasis - required courses:*

CHEM 112	General Chemistry	5
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*Chemistry area of emphasis - select eight (8) to ten (10) units from the following courses:<sup>1</sup>*

CHEM 210	Organic Chemistry A	3
CHEM 211L	Organic Chemistry A Laboratory	1
CHEM 220	Organic Chemistry B	3
CHEM 221L	Organic Chemistry B Laboratory	1
PHYS 202	Physics B: Thermodynamics and Electromagnetism	5
PHYS 203	Physics C: Waves, Optics & Modern Physics	5

*Geology/Earth Science area of emphasis - required courses:*

ESCI 120	Physical Geology	4
ESCI 122	Earth History	3

*Geology/Earth Science area of emphasis - select six (6) to eight (8) units from the following courses:*

CHEM 112	General Chemistry	5
ESCI 124	Natural Disasters	3
ESCI 130	Physical Oceanography	3
PHYS 202	Physics B: Thermodynamics and Electromagnetism	5
PHYS 203	Physics C: Waves, Optics & Modern Physics	5

Total Units

27-29

<sup>1</sup> Students should consult their transfer institution regarding the transferability of the Organic Chemistry Sequence (CHEM 210 Organic Chemistry A, CHEM 211L Organic Chemistry A Laboratory, CHEM 220 Organic Chemistry B, AND CHEM 221L Organic Chemistry B Laboratory) as lower division.

## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Physical Science A.S. Degree will:

1. Describe physical phenomena in multiple forms (verbal, pictorial, graphical and mathematical).
2. Qualitatively and quantitatively predict, analyze and/or explain the behavior of physical systems using fundamental physical principles and models.
3. Develop and implement a plan of experimental measurements and data analysis.

## Certificate in CSUGE

This certificate is designed for students planning to transfer to the California State University (CSU) System. It offers students a program of study which meets the CSU General Education requirements. Although the certificate recognizes the completion of lower division CSU general education requirements, it does not guarantee admission to a specific campus within the CSU system nor does it guarantee admission to a specific major. Some majors and colleges may require a different lower division preparation and/or a higher GPA than is necessary for this certificate.

Students who intend to transfer must meet all current CSU admissions requirements for transfer. Students are strongly advised to meet with a counselor to discuss transfer requirements and lower division major preparation that is needed for their intended transfer school.

For a list of all CSUGE requirements, see General Education Requirements for Transfer to CSU (CSUGE): Option II (p. 68).

**Total Units 41-48**

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the CSUGE Certificate of Achievement will:

1. Communicate effectively, both verbally and in writing.
2. Critically analyze and solve problems using the appropriate technique for the issue at hand, including appropriate use of logic, mathematics, multi-disciplinary, and cultural considerations where applicable.
3. Critically examine the function, media, subject matter, organization, aesthetic, style, and relative excellence of representative examples of the arts, literature, philosophy, and foreign languages including approaches from various historical, cultural, and gender-based origins.
4. Develop an understanding of the information available, the perspectives and approaches of the physical, biological, social and behavioral sciences, appreciating the power and limits of these methods of inquiry and both individual, ethical, and societal responsibilities.

## Certificate in IGETC - Intersegmental General Education Transfer Curriculum

The Intersegmental General Education Transfer Curriculum (IGETC) is a pattern of courses that California community college students can follow to satisfy *lower-division* requirements at any California State University (CSU) or University of California (UC) campus. In addition, completion of IGETC qualifies students to receive a Certificate of Achievement from Citrus College.

Students should be aware that additional courses are often required to fully satisfy the General Education requirements of the particular UC or CSU campus to which they transfer. IGETC is not advisable for all transfer students. Students should meet with a counselor to determine the appropriate general education option for their transfer goal.

**The course requirements for all areas must be completed before the IGETC can be certified. All courses must be completed with grades of "C" or better.**

For a list of all IGETC requirements, see General Education Requirements for Transfer to CSU or UC (IGETC): Option III (p. 71).

**Total Units 35-51**

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Intersegmental General Education Transfer Curriculum (IGETC) Certificate of Achievement will:

1. Communicate effectively, both verbally and in writing.
2. Critically analyze and solve problems using the appropriate technique for the issue at hand, including appropriate use of logic, mathematics, multi-disciplinary, and cultural considerations where applicable.
3. Develop an understanding of the information available, the perspectives and approaches of the physical, biological, social and behavioral sciences, appreciating the power and limits of these methods of inquiry and individual, ethical, and societal responsibilities.

## Music

The study of music provides training in the instrumental competency, vocal competency, performance, techniques, and application. It also provides a foundational background for music appreciation, history and theory.

Music offers courses in four areas of concentration:

1. Commercial Music,
2. History and Theory,
3. Instrumental,
4. Vocal.

Both a transfer and a career technical education program, music offers performance opportunities for music majors and non-majors. Courses in music satisfy general education requirements for the associate degree, an associate degree in liberal arts for humanities, an associate degree in music, and lower division transfer requirements.

## Faculty

Name	Office Room Number	Phone	Email
Eisel, Gunnar	VT 305	626-852-8085	geisel@citruscollege.edu
Green, Martin	PA 136	626-857-4127	mgreen@citruscollege.edu
Hoehne, William	PA 153	626-857-4025	whoehne@citruscollege.edu
Langford, W.	PA 135	626-914-8585	blangford@citruscollege.edu
Munoz, Gino	PA 109	626-857-4184	gmunoz@citruscollege.edu
Shrope, Douglas	PA 134	626-914-8589	daustin@citruscollege.edu

## Contact Information

### Division

Visual and Performing Arts

### Dean

Robert Slack

### Administrative Secretary

Autumn Esparza

### Division Office

VA 120

### Division Phone Number

626-914-8580

### Email

music@citruscollege.edu

### Discipline Website

<https://www.citrusarts.org/music>

## Learning Outcomes

These disciplines prepare students to do the following:

## Music - Commercial

- Convey artistic intentions of music through successful completion of practicum applications of various stylistic techniques.
- Apply computational skills necessary for analysis of musical scores and underlying musical structure.
- Display creative awareness of music through individual performance and ensemble techniques.
- Exhibit perspective on historical and stylistic components of music.
- Utilize technological instrumental music instructional tools (i.e. digital tuners and metronomes, computer based accompaniment systems) and instrument specific performance technology (i.e. amplification and microphone technique).
- Demonstrate a functional knowledge of performance and practice techniques through the beginning and intermediate level.

## Music - History & Theory

- Utilize proper vocabulary in the study and discussion of music theory and history.
- Identify, and evaluate historical periods in Western music and analyze, create, notate and perform musical examples in a variety of styles within "classical traditions".
- Demonstrate a heightened awareness of human expression through the art of music and the advancement and perfection of skills that are required.
- Recognize how society world views influence musical traditions in order to gain an awareness of the interrelationship of culture and music.
- Demonstrate the ability to implement notational, ear training, and/or specialty software (online) for the reinforcement, application and/or improvement of aural skills in music analysis and performance.

## Music - Performance

### Music - Instrumental

- Convey artistic intentions of music through successful completion of practicum applications of various stylistic techniques.
- Display creative awareness of music through individual performance techniques.
- Exhibit perspective on historical and stylistic components of music.
- Demonstrate the ability to utilize technological instrumental music instructional tools (i.e. digital tuners and metronomes, computer based accompaniment systems) and instrument specific performance technology (i.e. amplification and microphone technique).
- Demonstrate a functional knowledge of performance techniques and practice techniques through the beginning and intermediate level.

### Music - Vocal

- Demonstrate an understanding of basic vocal music, vocal vocabulary, and an appropriate variety of vocal styles in order to prepare for advanced study in music, university transfer, and performance (music industry).
- Recognize standards in categories such as intonation, harmonization, vocal blend, and tone color.
- Understand and evaluate the musical and cultural significance, and organizational structure of vocal compositions for a greater ability to assimilate all vocal music in future studies (university work skills and/or performances).
- Generate relationships with the community, develop individual strengths and effective group interdependence to improve citizenship and cultural awareness, develop leadership and respect for others.
- Demonstrate personal vocal growth and musicianship skills to improve necessary skills for university transfer and advancement as a professional in the music industry.

## Course Families

### Important Information About Music Course Descriptions

Most music courses are now grouped together as course "families." Students are allowed to take only four courses from each "family." All grades received, including F, WD, and NC grades count towards the four courses.



The music course families are listed as follows.

### Developmental

MUSE 020	Foundational Music Reading	2
MUSE 070	Foundational Rhythm Section Pedagogy	3
MUSE 090	Introduction to Instrumental Ensemble Performance	4

### Individual Instruction

MUSP 290	Applied Music I Beginning	2
MUSP 291	Applied Music II Intermediate	2
MUSP 292	Applied Music III Intermediate/Advanced	2
MUSP 293	Applied Music IV Advanced	2
MUSC 106	Citrus College Show Choir I	4
MUSC 107	Show Choir II	4
MUSC 206	Show Choir III	4
MUSC 207	Show Choir IV	4
MUSP 100	Concert Choir I - Beginning	3
MUSP 101	Concert Choir II-Intermediate	3
MUSP 105	Women's Ensemble I Beginning	4
MUSP 106	Women's Ensemble II Intermediate	4
MUSP 110	Vocal Ensemble I Beginning	3
MUSP 111	Vocal Ensemble II Intermediate	3
MUSP 200	Concert Choir III - Intermediate/Advanced	3
MUSP 201	Concert Choir IV - Advanced	3

### Symphonic

MUSP 145	Wind Symphony I	4
MUSP 146	Wind Symphony II	4
MUSP 245	Wind Symphony III	4
MUSP 246	Wind Symphony IV	4

### Jazz

MUSC 122	Jazz Ensemble I	4
MUSC 123	Jazz Ensemble II	4
MUSC 222	Jazz Ensemble III	4
MUSC 223	Jazz Ensemble IV	4

### Commercial

MUSC 100	Styles, Technique, and the Soul of Popular Singing	2
MUSC 104	Pop, Rock, and Jazz Performance Styles I	4
MUSC 105	Pop, Rock, and Jazz Performance Styles II	4
MUSC 204	Pop, Rock, and Jazz Performance Styles III	4
MUSC 205	Pop, Rock, and Jazz Performance Styles IV	4

### Chamber Music

MUSC 142	Jazz Combos I	1
MUSC 143	Jazz Combos II	1
MUSC 146	Chamber Jazz	4
MUSC 242	Jazz Combos III	1
MUSC 243	Jazz Combos IV	1
MUSP 115	Chamber Chorale I Beginning	4
MUSP 120	Chamber Singers I Beginning	4
MUSP 121	Chamber Singers II Intermediate	4
MUSP 133	Brass Choir I	2
MUSP 134	Brass Choir II	3
MUSP 136	Percussion Ensemble I	1
MUSP 138	World Percussion Ensemble I	1

MUSP 140	Chamber Winds I	4
MUSP 141	Chamber Winds II	4
MUSP 220	Chamber Singers III Intermediate/Advanced	4
MUSP 240	Chamber Winds III	4
MUSP 241	Chamber Music IV	4

### Commercial Performance Techniques

MUSC 151	Songwriting I	2
MUSC 152	Songwriting II	2
MUSC 253	Songwriting III	2
MUSC 254	Songwriting IV	2
MUSE 188	Music Production Software/Hardware I	2
MUSE 189	Music Production Software/Hardware II	2
MUSP 151	Individual Performance Techniques	2

### Jazz Performance Techniques

MUSC 140	Jazz Improvisation I	3
MUSC 141	Jazz Improvisation II	3
MUSC 240	Jazz Improvisation III	3
MUSC 241	Jazz Improvisation IV	3

### Performance Techniques

MUSE 130	Voice - Beginning	2
MUSE 131	Voice - Intermediate	2
MUSE 230	Voice- Intermediate/Advanced	2
MUSE 231	Voice - Advanced	2
MUSE 160	Standard Percussion Instrumentation/Techniques	1
MUSE 161	World Percussion Instrumentation/Techniques	1
MUSE 180	Summer Instrumental Music Academy	3

### Studio

MUSC 120	Studio Laboratory Band I	4
MUSC 121	Studio Laboratory Band II	4
MUSC 130	Studio Orchestra I	4
MUSC 131	Studio Orchestra II	4
MUSC 220	Studio Laboratory Band III	4
MUSC 221	Studio Laboratory Band IV	4
MUSC 230	Studio Orchestra III	4
MUSC 231	Studio Orchestra IV	4

### Musical Theatre

MUSE 170	Musical Theatre Academy Techniques	2
MUSE 171	Musical Theatre Techniques	3
MUSP 170	Musical Theatre Academy Production	4
MUSP 171	Musical Theatre Workshop Production	4
MUSP 173	Musical Theatre Production I Beginning	4
MUSP 178	Opera Workshop	2
MUSP 181	Musical Theater Orchestra I	4
MUSP 182	Musical Theatre Orchestra II	4
MUSP 281	Musical Theatre Orchestra III	4
MUSP 282	Musical Theatre Orchestra IV	4

### Career Development

MUSC 118	Music Performance for Events	1
MUSC 170	Classical Performance Techniques Tour (Vocal)	4
MUSC 171	Commercial Performance Techniques Tour (Vocal)	4
MUSC 175	Jazz Ensemble Tour I	7
MUSC 177	Professional Performance Techniques	3

MUSC 179	Concert Promotion Touring	4
MUSC 251	Professional and Transfer Audition Preparation	2
MUSC 271	Professional Performance Techniques (Vocal)	4

## Courses

### MUSC 100

#### Styles, Technique, and the Soul of Popular Singing

**2 Units (AA/AS; CSU)**

**36 lecture hours, 18 lab hours**

**Equivalent to: MUS 172**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): 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.

### MUSC 104

#### Pop, Rock, and Jazz Performance Styles I

**4 Units (AA/AS; CSU; UC)**

**36 lecture hours, 126 lab hours arranged**

**Equivalent to: MUS 145**

**Grade Mode: Standard Letter**

*Prerequisite(s): Audition; Successful completion of MUSE 070 or MUSE 090 will support audition success.*

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.

### MUSC 105

#### Pop, Rock, and Jazz Performance Styles II

**4 Units (AA/AS; CSU)**

**36 lecture hours, 108 lab hours arranged**

**Equivalent to: MUS 159**

**Grade Mode: Standard Letter**

*Prerequisite(s): Audition.*

*Strongly recommended: MUSC 104.*

Intermediate 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.

### MUSC 106

#### Citrus College Show Choir I

**4 Units (AA/AS; CSU)**

**36 lecture hours, 108 lab hours arranged**

**Equivalent to: MUS 178**

**Grade Mode: Standard Letter**

*Prerequisite(s): Audition; Successful completion of MUSE 070 or MUSE 090 will support audition success.*

This class is an introduction to "Show Choir". This class includes singing, dance and movement for vocalists and rhythm section/horn accompaniment. Public performance is required.

### MUSC 107

#### Show Choir II

**4 Units (AA/AS; CSU)**

**36 lecture hours, 108 lab hours arranged**

**Grade Mode: Standard Letter**

*Prerequisite(s): Audition.*

*Strongly recommended: MUSC 106.*

This class is designed to develop student's "Show Choir" level to intermediate status. This class includes singing, dance and movement for vocalists and rhythm section/horn accompaniment. Public performance required.

### MUSC 118

#### Music Performance for Events

**1 Unit (AA/AS; CSU)**

**72 lab hours**

**Equivalent to: MUS 132**

**Grade Mode: Standard Letter**

*Prerequisite(s): 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.

### MUSC 120

#### Studio Laboratory Band I

**4 Units (AA/AS; CSU; UC)**

**54 lecture hours, 54 lab hours arranged**

**Equivalent to: MUS 207**

**Grade Mode: Standard Letter**

*Prerequisite(s): Audition; Successful completion of MUSE 070 or MUSE 090 will support audition success.*

Exploration and performance of beginning large studio ensemble literature. Topics include the performance of various contemporary styles and section playing in the recording studio setting.

### MUSC 121

#### Studio Laboratory Band II

**4 Units (AA/AS; CSU; UC)**

**54 lecture hours, 54 lab hours arranged**

**Equivalent to: MUS 253**

**Grade Mode: Standard Letter**

*Prerequisite(s): MUSC 120 or Audition.*

Exploration and performance of intermediate large studio ensemble literature. Topics include the performance of various contemporary styles and section playing in the recording studio setting.

### MUSC 122

#### Jazz Ensemble I

**4 Units (AA/AS; CSU; UC)**

**36 lecture hours, 126 lab hours arranged**

**Equivalent to: MUS 107**

**Grade Mode: Standard Letter**

*Prerequisite(s): Audition.*

An introduction to the study and performance of large jazz ensemble music. This course provides an opportunity to learn the techniques applicable to the large jazz ensemble performance. Public performance required.

**MUSC 123****Jazz Ensemble II****4 Units (AA/AS; CSU; UC)****36 lecture hours, 126 lab hours arranged****Equivalent to: MUS 237****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

An intermediate study and performance of large jazz ensemble music. This course applies jazz techniques to performance situations for the large jazz ensemble. Public performance required.

**MUSC 130****Studio Orchestra I****4 Units (AA/AS; CSU)****36 lecture hours, 108 lab hours arranged****Equivalent to: MUS 208****Grade Mode: Standard Letter***Prerequisite(s): Audition; Successful completion of MUSE 070 or MUSE 090 will support audition success.*

A beginning study of contemporary symphonic music performance in the studio environment. Music of various styles, including contemporary media styles, will be explored.

**MUSC 131****Studio Orchestra II****4 Units (AA/AS; CSU)****36 lecture hours, 108 lab hours arranged****Equivalent to: MUS 248****Grade Mode: Standard Letter***Prerequisite(s): MUSC 130 or Audition.*

An intermediate study of contemporary symphonic music performance in the studio environment. Music of various styles, including contemporary media styles, will be explored.

**MUSC 140****Jazz Improvisation I****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours****Equivalent to: MUS 154****Grade Mode: Standard Letter***Prerequisite(s): Audition; Successful completion of MUSE 090 and MUSE 070 will support audition success.*

This is a class for music majors and performing artists. Fundamental jazz harmonic theory, techniques, and practices of jazz improvisation in a variety of styles will be introduced and explored.

**MUSC 141****Jazz Improvisation II****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours****Equivalent to: MUS 254****Grade Mode: Standard Letter***Prerequisite(s): MUSC 140 or Audition.*

This is a class for music majors and performing artists. Intermediate jazz harmonic theory, techniques, and practices of jazz improvisation in a variety of styles will be presented and explored.

**MUSC 142****Jazz Combos I****1 Unit (AA/AS; CSU; UC)****72 lab hours****Equivalent to: MUS 152****Grade Mode: Standard Letter***Prerequisite(s): Audition.**Strongly recommended: MUSE 070, MUSE 090, or MUSC 140.*

An introduction to small jazz ensemble performance practices and techniques, including improvisation. Students will study and perform easy standard selections of the small jazz ensemble repertoire. This class will be divided into multiple small jazz ensembles. Public performance required.

**MUSC 143****Jazz Combos II****1 Unit (AA/AS; CSU; UC)****72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): Audition.**Strongly recommended: MUSC 141 or MUSC 142.*

Intermediate small jazz ensemble performance practices and techniques, including improvisation. Students will study and perform intermediate-level standard selections of the small jazz ensemble repertoire. This class will be divided into multiple small jazz ensembles. Public performance required.

**MUSC 146****Chamber Jazz****4 Units (AA/AS; CSU; UC)****36 lecture hours, 126 lab hours arranged****Equivalent to: MUS 153****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

Exploration and performance of medium-advanced and advanced (Grade 4 and 5) large jazz ensemble literature. Topics include the performance of various jazz styles, jazz ensemble section playing, and solo preparation in the large jazz ensemble setting. Public performance required.

**MUSC 151****Songwriting I****2 Units (AA/AS; CSU)****36 lecture hours, 18 lab hours****Equivalent to: MUS 162****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Skills assessment.**Strongly recommended: MUSE 100.*

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.

**MUSC 152****Songwriting II****2 Units (AA/AS; CSU)****36 lecture hours, 18 lab hours****Equivalent to: MUS 163****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Skills assessment.**Strongly recommended: MUSC 151.*

This course expands the student's commercial songwriting techniques. Included are development of ideas, writing melodies, melodic expansion, chord progressions, form, and light orchestrations.

**MUSC 160****Sight Reading for the Studio I****3 Units (AA/AS; CSU)****54 lecture hours****Equivalent to: MUS 170****Grade Mode: Standard Letter***Strongly recommended: MUSE 100; ENGL 099 if required by English placement exam or if required by English 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.

**MUSC 161****Sight Reading for the Studio II****3 Units (AA/AS; CSU)****54 lecture hours****Equivalent to: MUS 171****Grade Mode: Standard Letter***Prerequisite(s): MUSC 160 or Audition.*

A continuation and further expansion upon the reading and performance concepts of music covered in Sight Reading for the Studio I. Public performance is required.

**MUSC 170****Classical Performance Techniques Tour (Vocal)****4 Units (AA/AS; CSU; UC)****54 lecture hours, 54 lab hours arranged****Equivalent to: MUS 212****Grade Mode: Standard Letter***Prerequisite(s): Audition.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An advanced course for the vocal performance major. Advanced classical vocal techniques in a professional quality performance/tour ensemble setting.

**MUSC 171****Commercial Performance Techniques Tour (Vocal)****4 Units (AA/AS; CSU; UC)****54 lecture hours, 54 lab hours arranged****Equivalent to: MUS 211****Grade Mode: Standard Letter***Prerequisite(s): 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 ensemble setting.

**MUSC 175****Jazz Ensemble Tour I****7 Units (AA/AS; CSU)****72 lecture hours, 162 lab hours arranged****Equivalent to: MUS 228****Grade Mode: Standard Letter***Prerequisite(s): Audition; Successful completion of MUSE 070 or MUSE 090 will support audition success.*

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.

**MUSC 177****Professional Performance Techniques****3 Units (AA/AS; CSU)****18 lecture hours, 108 lab hours arranged****Equivalent to: MUS 150****Grade Mode: Standard Letter***Prerequisite(s): 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.

**MUSC 179****Concert Promotion Touring****4 Units (AA/AS; CSU)****36 lecture hours, 108 lab hours****Grade Mode: Standard Letter**

A study of concert promotion touring emphasizing and analyzing "the product options" and support of "the product".

**MUSC 190****Career Opportunities in the Music Entertainment Industry****3 Units (AA/AS; CSU)****54 lecture hours****Equivalent to: MUS 131****Grade Mode: Standard Letter**

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.

**MUSC 204****Pop, Rock, and Jazz Performance Styles III****4 Units (AA/AS; CSU)****36 lecture hours, 126 lab hours****Equivalent to: MUS 245****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition.*

An advanced-intermediate study and performance of contemporary pop, rock, and jazz styles.

**MUSC 205****Pop, Rock, and Jazz Performance Styles IV****4 Units (AA/AS; CSU)****36 lecture hours, 126 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MUSC 204 or Audition.*

Advanced 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.

**MUSC 206****Show Choir III****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours****Grade Mode: Standard Letter***Prerequisite(s): Audition; Successful completion of MUSE 070 or MUSE 090 will support audition success.*

This class is designed to develop student's "Show Choir" level to intermediate advanced status. This class includes singing, dance and movement for vocalists and rhythm section/horn accompaniment. Public performance required.

**MUSC 207****Show Choir IV****4 Units (AA/AS; CSU)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

This class is designed to develop student's "Show Choir" level to an advanced status. This class includes singing, dance and movement for vocalists and rhythm section/horn accompaniment. Public performance required.

**MUSC 220****Studio Laboratory Band III****4 Units (AA/AS; CSU)****54 lecture hours, 54 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): MUSC 121 or Audition.*

Exploration and performance of intermediate-advanced large studio ensemble literature. Topics include the performance of various contemporary styles, section playing, and solo preparation in the studio ensemble setting.

**MUSC 221****Studio Laboratory Band IV****4 Units (AA/AS; CSU)****54 lecture hours, 54 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): MUSC 220 or audition.*

Exploration and performance of advanced large studio ensemble literature. Topics include the performance of various contemporary styles and section playing in the recording studio setting.

**MUSC 222****Jazz Ensemble III****4 Units (AA/AS; CSU; UC)****36 lecture hours, 126 lab hours****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

An intermediate-advanced study and performance of large jazz ensemble music. This course applies jazz techniques to performance situations for the large jazz ensemble. Public performance required.

**MUSC 223****Jazz Ensemble IV****4 Units (AA/AS; CSU)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): Audition.**Strongly recommended: MUSC 222.*

An advanced study and performance of large jazz ensemble music. This course applies jazz techniques to performance situations for the large jazz ensemble. Public performance required.

**MUSC 230****Studio Orchestra III****4 Units (AA/AS; CSU)****36 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): MUSC 131 or Audition.*

An intermediate-advanced study of contemporary symphonic music performance in the studio environment. Music of various styles, including contemporary media styles, will be explored. 108 arranged hours.

**MUSC 231****Studio Orchestra IV****4 Units (AA/AS; CSU)****36 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): MUSC 230 or Audition.*

An advanced study of contemporary symphonic music performance in the studio environment. Music of various styles, including contemporary media styles, will be explored. 108 lab hours arranged

**MUSC 240****Jazz Improvisation III****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours****Grade Mode: Standard Letter***Prerequisite(s): MUSC 141 or Audition.*

This is a class for music majors and performing artists. Advanced jazz harmonic theory, techniques, and practices of jazz improvisation in a variety of styles will be introduced and explored.

**MUSC 241****Jazz Improvisation IV****3 Units (AA/AS; CSU)****54 lecture hours, 18 lab hours****Grade Mode: Standard Letter***Prerequisite(s): MUSC 240 or Audition.*

This is a class for music majors and performing artists. Advanced jazz harmonic theory, techniques, and practices of jazz improvisation in a variety of styles will be introduced and explored.

**MUSC 242****Jazz Combos III****1 Unit (AA/AS; CSU; UC)****72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): Audition.**Strongly recommended: MUSC 143 or MUSC 240.*

Intermediate-advanced small jazz ensemble performance practices and techniques, including improvisation. Students will study and perform intermediate-advanced-level standard selections of the small jazz ensemble repertoire. This class will be divided into multiple small jazz ensembles. Public performance required.

**MUSC 243****Jazz Combos IV****1 Unit (AA/AS; CSU; UC)****72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): Audition.**Strongly recommended: MUSC 241 or MUSC 242.*

Advanced jazz ensemble performance practices and techniques, including improvisation. Students will study and perform advanced-level standard and non-standard selections of the small jazz ensemble repertoire. This class will be divided into multiple small jazz ensembles. Public performance required.

**MUSC 251****Professional and Transfer Audition Preparation****2 Units (AA/AS; CSU)****18 lecture hours, 72 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

This course for music majors focuses on procedures, preparations and strategies that lead to audition success. Each student will develop a professional or transfer audition portfolio. Includes coaching, mock audition performance, and lecture and demonstration performance presentations from guest artists and academic and industry experts.

**MUSC 253****Songwriting III****2 Units (AA/AS; CSU)****36 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Skills assessment.**Strongly recommended: MUSC 152.*

An intermediate-advanced level course covering commercial songwriting techniques. Included are development of intermediate-advanced level commercial songwriting ideas, writing melodies, melodic expansion, chord progression, form, light orchestration and lyric development.

**MUSC 254****Songwriting IV****2 Units (AA/AS; CSU)****36 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Skills assessment.**Strongly recommended: MUSC 253.*

An advanced level course covering commercial songwriting techniques. Included are development of ideas, writing melodies, melodic expansion, chord progression, form, light orchestration and lyric development.

**MUSC 271****Professional Performance Techniques (Vocal)****4 Units (AA/AS; CSU)****54 lecture hours, 54 lab hours arranged****Equivalent to: MUS 213****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**MUSE 020****Foundational Music Reading****2 Units****18 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

This course introduces foundational music reading skills in an ensemble environment.

**MUSE 070****Foundational Rhythm Section Pedagogy****3 Units****36 lecture hours, 72 lab hours****Equivalent to: MUS 070****Grade Mode: Standard Letter***Prerequisite(s): Skills assessment.*

This course presents an introduction to fundamental rhythm section instrument functions. Basic preparation for college level ensemble rehearsal and performance environments. Included is an overview of rhythm section functions in various forms of music. Introductory musicianship, sight reading and theoretical concepts will be addressed. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED FOR THE 60 UNITS FOR GRADUATION.

**MUSE 090****Introduction to Instrumental Ensemble Performance****4 Units****54 lecture hours, 72 lab hours****Equivalent to: MUS 090****Grade Mode: Standard Letter***Prerequisite(s): Skills assessment.*

This course presents an introduction to foundational instrumental ensemble performance skills and concepts. Basic preparation for college level ensemble rehearsal and performance environments. Included is an overview of foundational instrumental pedagogy, instrumental music notation, and terminology. NOTE: THE UNITS EARNED FOR THIS COURSE MAY NOT BE APPLIED FOR THE 60 UNITS FOR GRADUATION.

**MUSE 100****Music Fundamentals****3 Units (AA/AS; CSU; UC)****54 lecture hours****Equivalent to: MUS 112****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: MUSE 020.*

This course introduces the basics of music theory including music notation, its history and development, keys, scales, intervals and the spelling of triads and seventh chords. It also introduces and develops basic ear training, sight-singing, and melodic and rhythmic dictation skills. This course includes a study of the role that music plays in society, its aesthetic impact, and examines some of the music of important composers in the development of western music. Recommended for all students desiring a comprehensive foundation in music theory, musicianship, and music history and appreciation.

**MUSE 101****Musicianship I****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 100****Grade Mode: Standard Letter***Prerequisite(s): Recommendation by instructor(s) of music courses which require knowledge of sightsinging.**Co-Requisite(s): MUSE 102.*

An introductory class for the music major. Practice and skill development in melodic and rhythmic dictation, intervals, and sightsinging. Required of all music majors.

**MUSE 102****Harmony I****3 Units (AA/AS; CSU; UC)****54 lecture hours****Equivalent to: MUS 102****Grade Mode: Standard Letter***Strongly recommended: MUSE 100.**Co-Requisite(s): MUSE 101.*

An introductory class in music theory for the music major. Study of scales, intervals, chord types, and harmonic progression. Required of all music majors.

**MUSE 103****Musicianship II****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 101****Grade Mode: Standard Letter***Prerequisite(s): MUSE 101, MUSE 102 and recommendation by instructor(s) of music courses which require knowledge of sightsinging.**Co-Requisite(s): MUSE 104.*

Continuation of materials and skills developed in MUSE 101. Continued practice and skill development in melodic and rhythmic dictation, intervals, and sightsinging. Required of all music majors.

**MUSE 104****Harmony II****3 Units (AA/AS; CSU; UC)****54 lecture hours****Equivalent to: MUS 103****Grade Mode: Standard Letter***Prerequisite(s): MUSE 102.**Co-Requisite(s): MUSE 103.*

Continuation of materials and skills developed in MUSE 102. Additional study and analysis of scales, intervals, chord types and harmonic progression. Required of all music majors.

**MUSE 109****Music Appreciation****3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)****54 lecture hours****Equivalent to: MUS 114****Grade Mode: Standard Letter**

This course is an introduction to music from the Middle Ages to the 20th Century. Instruction includes basic music theory, a study of prominent composers, and a survey of musical forms. Recommended for music majors and non-music majors.

**MUSE 110****History of Music I****3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)****54 lecture hours****Equivalent to: MUS 110****Grade Mode: Standard Letter**

This is an in-depth course examining the history of music as well as the lives and contributions of major composers from Antiquity, the Middle Ages, the Renaissance, and the Baroque periods. Recommended for music majors. Music majors must take either MUSE 110 or MUSE 111.

**MUSE 111****History of Music II****3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)****54 lecture hours****Equivalent to: MUS 111****Grade Mode: Standard Letter**

This is an in-depth course examining the history of music as well as the lives and contributions of major composers from the Classical, Romantic, and 20th Century periods. Recommended for music majors. Music majors must take either MUSE 110 or MUSE 111.

**MUSE 112****History of Jazz****3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)****54 lecture hours****Equivalent to: MUS 218****Grade Mode: Standard Letter**

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.

**MUSE 113****History of Rock and Roll****3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)****54 lecture hours****Equivalent to: MUS 113****Grade Mode: Standard Letter**

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.

**MUSE 114****Introduction to American Music****3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)****54 lecture hours****Equivalent to: MUS 225****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A survey of American music from the seventeenth century until the present. Units include the Colonial music, spirituals, 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.

**MUSE 120****Elementary Piano I****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 105****Grade Mode: Standard Letter**

For the beginning music student, music or non-music major. Covers all basic elements in elementary piano, including music reading, rhythm studies, technique, and scales.

**MUSE 121****Elementary Piano II****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 106****Grade Mode: Standard Letter***Prerequisite(s): MUSE 120.*

Continuation of skills and techniques learned in MUSE 120. Emphasis on reading skills, major scales, compound meters, ensemble playing, harmonization, and elementary classical keyboard literature.

**MUSE 130****Voice - Beginning****2 Units (AA/AS; CSU; UC)****36 lecture hours, 18 lab hours arranged****Equivalent to: MUS 115****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course provides instruction and physical participation in the basic techniques necessary for good singing including posture, breathing, range extension and musicality. Additionally, beginning harmonic ear training provides tools for gradual improvement and musical achievement. Performance is required.

**MUSE 131****Voice - Intermediate****2 Units (AA/AS; CSU; UC)****36 lecture hours, 18 lab hours arranged****Equivalent to: MUS 210****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MUSE 130 or Audition.*

This course provides a review of basic singing techniques with additional intermediate level instruction in greater vocal range, tone emission, and song memorization for the development of skill in performing literature for the solo voice. Performance is required.

**MUSE 140****Beginning Guitar I****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 122****Grade Mode: Standard Letter**

Stringing, tuning, fingering, playing techniques, notation, chords and chord progressions, reading guitar music, playing simple melodies and accompaniment.

**MUSE 141****Beginning Guitar II****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 123****Grade Mode: Standard Letter***Prerequisite(s): MUSE 140 or Audition.*

This course continues the development of skill begun in MUSE 140. In addition, the following areas are covered: barre chords, additional accompaniment techniques, and major and minor scale patterns in first position.

**MUSE 160****Standard Percussion Instrumentation/Techniques****1 Unit (AA/AS; CSU; UC)****18 lecture hours, 26 lab hours****Equivalent to: MUS 137****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

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.

**MUSE 161****World Percussion Instrumentation/Techniques****1 Unit (AA/AS; CSU; UC)****18 lecture hours, 26 lab hours****Equivalent to: MUS 138****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

This course introduces appropriate exercises in rhythm, technique and consistency. Special selected studies include specific techniques and rhythm patterns which are chosen to advance the students proficiency on ethnic percussion instruments. Study of instruments and rhythms from Latin American, Middle Eastern, and other ethnic cultures.

**MUSE 170****Musical Theatre Academy Techniques****2 Units (AA/AS; CSU)****36 lecture hours, 26 lab hours****Equivalent to: MUS 220****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**MUSE 171****Musical Theatre Techniques****3 Units (AA/AS; CSU; UC)****36 lecture hours, 54 lab hours arranged****Equivalent to: MUS 214****Grade Mode: Pass/No Pass, Standard Letter**

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.



**MUSE 180****Summer Instrumental Music Academy****3 Units (AA/AS; CSU)****18 lecture hours, 108 lab hours arranged****Equivalent to: MUS 229****Grade Mode: Standard Letter**

Summer Instrumental Music Academy (SIMA) provides high school and college level wind and percussion musicians the opportunity to review, strengthen and refine performance skills and techniques. SIMA includes large ensemble and small ensemble performance, instrument specific workshops, performance associated music theory and musicianship, and other unique musical explorations. Topics include sightreading, musical style and historical contexts, ensemble rehearsal techniques and live and studio performance preparation. SIMA culminates with a series of recording sessions in the Citrus Recording Technology studios.

**MUSE 188****Music Production Software/Hardware I****2 Units (AA/AS; CSU)****36 lecture hours****Equivalent to: MUS 140****Grade Mode: Standard Letter***Prerequisite(s): MUSE 100 or MUSE 120 or Audition.**Strongly recommended: ITIS 099.*

An introductory course in the use of music production software and hardware in the composition and arranging of music. Included are music sequencing, music revision/editing, instrumental mixing, enhancing effects, and CD production. Designed for the music major.

**MUSE 189****Music Production Software/Hardware II****2 Units (AA/AS; CSU)****36 lecture hours****Equivalent to: MUS 141****Grade Mode: Standard Letter***Prerequisite(s): MUSE 188 or Audition.*

This course is a continuation of the use of music production software and hardware in the computerized realization ('mock up') of a musical composition/arrangement. Included are advanced concepts in music affected by the process of sequencing, editing, mixing and effects.

**MUSE 201****Musicianship III****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 200****Grade Mode: Standard Letter***Prerequisite(s): MUSE 103 and MUSE 104.**Co-Requisite(s): MUSE 202.*

Melodic and rhythmic dictation and sight singing. Identification of intervals, chord qualities, scales, phrases and harmonic function. Required for transferring music majors.

**MUSE 202****Harmony III****3 Units (AA/AS; CSU; UC)****54 lecture hours****Equivalent to: MUS 202****Grade Mode: Standard Letter***Prerequisite(s): MUSE 104.**Co-Requisite(s): MUSE 201.*

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 transferring music majors.

**MUSE 203****Musicianship IV****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 201****Grade Mode: Standard Letter***Prerequisite(s): MUSE 201 and MUSE 202.**Co-Requisite(s): MUSE 204.*

A continuation of MUSE 201. This course will include more challenging rhythmic, melodic, and harmonic dictation and solfège. Required for transferring music majors.

**MUSE 204****Harmony IV****3 Units (AA/AS; CSU; UC)****54 lecture hours****Equivalent to: MUS 203****Grade Mode: Standard Letter***Prerequisite(s): MUSE 201 and MUSE 202.**Co-Requisite(s): MUSE 203.*

The culmination of the study of tonal harmony, 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 transferring music majors.

**MUSE 220****Intermediate Piano I****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 205****Grade Mode: Standard Letter***Prerequisite(s): MUSE 121 or Audition.*

Continued development of essential keyboard skills. This course emphasizes improvisation, melodic harmonization, and reading music at sight.

**MUSE 221****Intermediate Piano II****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 206****Grade Mode: Standard Letter***Prerequisite(s): MUSE 220 or Audition.*

Continued development of essential keyboard skills learned in Intermediate Piano I. This course emphasizes working with lead sheets, interpretation of chord symbols, additional scale types, and transcription.

**MUSE 222****Advanced Piano I****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 235****Grade Mode: Standard Letter***Prerequisite(s): MUSE 221 or Audition.*

This course continues the development of skills begun in MUSE 220 and MUSE 221 with emphasis on increased proficiency. Included in the repertoire are moderately difficult compositions representative of selected stylistic periods of piano literature.

**MUSE 223****Advanced Piano II****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 236****Grade Mode: Standard Letter***Prerequisite(s): MUSE 222 or Audition.*

This course is a continuation of the skills learned in MUSE 222 at the advanced level and emphasizes further development of those skills.

**MUSE 230****Voice- Intermediate/Advanced****2 Units (AA/AS; CSU; UC)****36 lecture hours, 18 lab hours arranged****Equivalent to: MUS 230****Grade Mode: Standard Letter***Prerequisite(s): MUSE 131 or Audition.*

This course provides a review of intermediate vocal techniques and introduces the first processes of advanced level instruction. Vocal exercises include extension of range, stylistic analysis, and repertoire development used in performing literature for the solo voice. Performance is required.

**MUSE 231****Voice - Advanced****2 Units (AA/AS; CSU; UC)****36 lecture hours, 18 lab hours arranged****Equivalent to: MUS 231****Grade Mode: Standard Letter***Prerequisite(s): MUSE 230 or Audition.*

Advanced vocal exercises and techniques, analysis and repertoire development used in performing literature for the solo voice. Performance is required.

**MUSE 240****Intermediate Guitar I****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 124****Grade Mode: Standard Letter***Prerequisite(s): MUSE 141 or Audition.*

Instruction in scales, chords, and arpeggios in all keys and positions. Improvising, accompanying, sight reading, transposing, and performing of popular and classical styles.

**MUSE 241****Intermediate Guitar II****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 125****Grade Mode: Standard Letter***Prerequisite(s): MUSE 240 or Audition.*

This course is a continuation of the first semester intermediate guitar (MUSE 240). Course includes solo guitar playing techniques, and ensemble playing.

**MUSP 100****Concert Choir I - Beginning****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours arranged****Equivalent to: MUS 118****Grade Mode: Standard Letter***Strongly recommended: MUSE 130 or previous participation in choral ensembles.*

Open to all students capable of sustaining a vocal harmony part. Instruction in choral literature for the large choral ensemble. Special attention is given to choral tone production, phrasing and interpretation. Participation in public performances is required.

**MUSP 101****Concert Choir II-Intermediate****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours arranged****Equivalent to: MUS 119****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

Additional study of standard choral literature for the large choral ensemble. Students receive intermediate level instruction in tone production, phrasing, and interpretation. Participation in public performances is required.

**MUSP 105****Women's Ensemble I Beginning****4 Units (AA/AS; CSU; UC)****36 lecture hours, 126 lab hours arranged****Equivalent to: MUS 232****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

This course prepares the student for in-depth women's ensemble performance at the beginning level. Emphasis on study and performance of classical and popular compositions for women's ensemble. Public performance required.

**MUSP 106****Women's Ensemble II Intermediate****4 Units (AA/AS; CSU; UC)****36 lecture hours, 126 lab hours arranged****Equivalent to: MUS 242****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): MUSP 105 or Audition.*

This course prepares the student for in-depth women's ensemble performance at the intermediate level. Emphasis on study and performance of pop compositions for women's ensemble. Public performance required.

**MUSP 110****Vocal Ensemble I Beginning****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours arranged****Equivalent to: MUS 117****Grade Mode: Standard Letter***Prerequisite(s): Audition.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Recommended for all beginning 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.

**MUSP 111****Vocal Ensemble II Intermediate****3 Units (AA/AS; CSU; UC)****36 lecture hours, 54 lab hours****Equivalent to: MUS 277****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition.*

Recommended for all students interested in furthering and expanding their knowledge of repertoire for the small vocal ensemble at the Intermediate level. 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.

**MUSP 115****Chamber Chorale I Beginning****4 Units (AA/AS; CSU; UC)****36 lecture hours, 126 lab hours****Equivalent to: MUS 121****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

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.

**MUSP 120****Chamber Singers I Beginning****4 Units (AA/AS; CSU; UC)****36 lecture hours, 126 lab hours****Equivalent to: MUS 116****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

This course includes the study and performance of composition for the mixed chamber choral ensemble. Includes compositions of the Baroque, Classic, and Romantic style period. Public performance required. Audition required.

**MUSP 121****Chamber Singers II Intermediate****4 Units (AA/AS; CSU; UC)****36 lecture hours, 126 lab hours****Equivalent to: MUS 126****Grade Mode: Standard Letter***Prerequisite(s): MUSP 120 or Audition.*

This course includes the study and performance of composition for the mixed chamber chorale setting. Includes traditional compositions as well those of the contemporary style period. Public performance required.

**MUSP 133****Brass Choir I****2 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 216****Grade Mode: Standard Letter***Prerequisite(s): Audition; Successful completion of MUSE 090 will support audition success.*

Exploration and performance of beginning to intermediate level brass ensemble literature. Topics include in-depth review and development of brass tone production, articulation and phrasing concepts and techniques required to correctly perform musical styles found in brass ensemble literature of the Renaissance, Baroque and Classical periods. Public performance required.

**MUSP 134****Brass Choir II****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Equivalent to: MUS 226****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

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. Audition assessment required.

**MUSP 136****Percussion Ensemble I****1 Unit (AA/AS; CSU; UC)****18 lecture hours, 36 lab hours****Equivalent to: MUS 157****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition.*

A course for percussionists in the study, rehearsal, and performance of 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.

**MUSP 138****World Percussion Ensemble I****1 Unit (AA/AS; CSU; UC)****18 lecture hours, 36 lab hours****Equivalent to: MUS 158****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition.*

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.

**MUSP 140****Chamber Winds I****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours arranged****Equivalent to: MUS 217****Grade Mode: Standard Letter***Prerequisite(s): Audition; Successful completion of MUSE 090 will support audition success.*

The study and performance of beginning instrumental chamber wind literature. Students will be organized into various chamber music ensembles to prepare, perform and record assigned literature.

**MUSP 141****Chamber Winds II****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours arranged****Equivalent to: MUS 227****Grade Mode: Standard Letter***Prerequisite(s): MUSP 140 or Audition.*

The study and performance of intermediate instrumental chamber wind literature. Students will be organized into various chamber music ensembles to prepare, perform and record assigned literature.

**MUSP 145****Wind Symphony I****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours arranged****Equivalent to: MUS 234****Grade Mode: Standard Letter***Prerequisite(s): Audition; Successful completion of MUSE 090 will support audition success.*

The study and performance of beginning level wind band literature, with an emphasis on the development of high standards of personal and musical professionalism. Public performance and field trips required.

**MUSP 146****Wind Symphony II****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours arranged****Equivalent to: MUS 244****Grade Mode: Standard Letter***Prerequisite(s): MUSP 145 or Audition.*

The study and performance of intermediate level wind band literature, with an emphasis on the development of high standards of personal and musical professionalism. Public performance and field trips required.

**MUSP 151****Individual Performance Techniques****2 Units (AA/AS; CSU)****18 lecture hours, 108 lab hours arranged****Equivalent to: MUS 243****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

This course offers music majors instruction for solo and recital performance. Repertoire selection and development will be covered. Includes master class and coaching opportunities, programming, solo and recital attire and etiquette, and accompaniment coordination.

**MUSP 170****Musical Theatre Academy Production****4 Units (AA/AS; CSU; UC)****36 lecture hours, 126 lab hours****Equivalent to: MUS 209****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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.

**MUSP 171****Musical Theatre Workshop Production****4 Units (AA/AS; CSU)****36 lecture hours, 108 lab hours arranged****Equivalent to: MUS 224****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition.*

A practical overview of, and creative workshop on, the process and skills of developing, producing, and performing in a musical. Emphasis on script analysis, character development, production themes, and vocal production, culminating in a live, full-length, fully-produced musical.

**MUSP 173****Musical Theatre Production I Beginning****4 Units (AA/AS; CSU; UC)****36 lecture hours****Equivalent to: MUS 215****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition covering basic musicianship and sight reading skills, vocal quality assessment and ability to hold individual vocal part.*

Live musical theatre production. Students will function as principles and ensemble members in a fully produced musical. The course is also open to qualified musicians and technicians who wish to participate in production. 108 lab hours arranged.

**MUSP 178****Opera Workshop****2 Units (AA/AS; CSU; UC)****18 lecture hours, 54 lab hours****Equivalent to: MUS 120****Grade Mode: Standard Letter***Prerequisite(s): 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.

**MUSP 181****Musical Theater Orchestra I****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours arranged****Equivalent to: MUS 196****Grade Mode: Standard Letter***Prerequisite(s): Audition; Successful completion of MUSE 070 or MUSE 090 will support audition success.*

Musical Theater Orchestra I offers beginning instruction in instrumental performance of conducted orchestral ensemble accompaniment of live staged dance, drama and song, including contemporary Broadway literature, and film and media soundtrack. This course introduces the unique challenges of musical theatre performance that differ from those of concert stage performance, including following live dramatic action, pit orchestra orientation, woodwind doubling, underscore, click track and headphone use, book organization and music marking.

**MUSP 182****Musical Theatre Orchestra II****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): MUSP 181 or Audition.*

Musical Theater Orchestra II offers intermediate level instruction in instrumental performance of conducted orchestral ensemble accompaniment of live staged dance, drama and song, including contemporary Broadway literature, and film and media soundtrack. This course provides continuing opportunities to meet the unique challenges of musical theatre performance that differ from those of concert stage performance, including following live dramatic action, pit orchestra orientation, woodwind doubling, underscore, click track and headphone use, book organization and music marking.

**MUSP 200****Concert Choir III - Intermediate/Advanced****3 Units (AA/AS; CSU)****54 lecture hours, 18 lab hours arranged****Equivalent to: MUS 238****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

An intermediate/advanced study of standard choral literature of various periods for the large choral ensemble. Additional instruction in tone production, phrasing, range extension, and interpretation. Participation in public performances is required.

**MUSP 201****Concert Choir IV - Advanced****3 Units (AA/AS; CSU)****54 lecture hours, 18 lab hours arranged****Equivalent to: MUS 239****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

Advanced study of standard choral literature of various musical periods and vocal techniques as they apply to the advanced choral singer in a large choral ensemble.

**MUSP 220****Chamber Singers III Intermediate/Advanced****4 Units (AA/AS; CSU; UC)****36 lecture hours, 126 lab hours****Grade Mode: Standard Letter***Prerequisite(s): MUSP 121 or Audition.*

This course includes the study and performance of choral ensemble repertoire for the mixed chamber chorale setting. Includes more complex traditional and contemporary chamber chorale literature which incorporates solo components and may require improvisation techniques. Public performance required.

**MUSP 225****Competitive Collegiate Choir****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

Open to all students interested in developing personal choral technique towards vocational use in professional vocal ensembles. Emphasis is on sight-reading, intonation, and harmony skills. Participation in public choral competitions is required. This course may be taken four times.

**MUSP 226****Competitive Collegiate Chamber Choir****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): MUSP 225 or Audition.**Strongly recommended: Previous choral experience.*

Open by audition to students interested in developing more advanced professional choral techniques unique to the small vocal ensemble genre. Participation in public small ensemble choir competitions is required. Audition will include sheet music sight reading, tone analysis and harmonic blend evaluation. This course may be taken four times.

**MUSP 235****Competitive Collegiate Show Choir****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

This class involves preparation and participation in collegiate show choir competitions. This course may be taken four times.

**MUSP 240****Chamber Winds III****4 Units (AA/AS; CSU)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): MUSP 141 or Audition.*

The study and performance of intermediate-advanced instrumental chamber wind literature. Students will be organized into various chamber music ensembles to prepare, perform and record assigned literature.

**MUSP 241****Chamber Music IV****4 Units (AA/AS; CSU)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): MUSP 240 or Audition.*

The study and performance of advanced instrumental chamber wind literature. Students will be organized into various chamber music ensembles to prepare, perform and record assigned literature.

**MUSP 245****Wind Symphony III****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): MUSP 146 or Audition.*

The study and performance of intermediate-advanced level wind band literature, with an emphasis on the development of high standards of personal and musical professionalism. Public performance and field trips required.

**MUSP 246****Wind Symphony IV****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): MUSP 245 or Audition.*

The study and performance of advanced level wind band literature, with an emphasis on the development of high standards of personal and musical professionalism. Public performance and field trips required.

**MUSP 254****Competitive Collegiate Jazz Combos****4 Units (AA/AS; CSU)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

The preparation and performance of professional jazz combo literature with the primary goal of maximizing adjudication consideration and reward at jazz combo competitions and festivals. Participation in jazz combo competitions and festivals is required. This course may be taken four times.

**MUSP 255****Competitive Collegiate Jazz Ensemble****4 Units (AA/AS; CSU)****54 lecture hours, 72 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

This course involves preparation and participation in collegiate jazz competitions. This course may be taken four times.

**MUSP 265****Competitive Collegiate Large Studio Jazz Ensemble****4 Units (AA/AS; CSU)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

The preparation and performance of professional large studio jazz ensemble literature with the primary goal of maximizing adjudication consideration and reward at large studio jazz ensemble competitions and festivals. Participation in large studio jazz ensemble competitions and festivals is required. This course may be taken four times.

**MUSP 281****Musical Theatre Orchestra III****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): MUSP 182 or Audition.*

Musical Theater Orchestra III offers advanced-intermediate level instruction in instrumental performance of conducted orchestral ensemble accompaniment of live staged dance, drama and song, including contemporary Broadway literature, and film and media soundtrack. This course provides continuing opportunities to meet the unique challenges of musical theatre performance that differ from those of concert stage performance, including following live dramatic action, pit orchestra orientation, woodwind doubling, underscore, click track and headphone use, book organization and music marking.

**MUSP 282****Musical Theatre Orchestra IV****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): MUSP 281 or Audition.*

Musical Theater Orchestra IV offers advanced level instruction in instrumental performance of conducted orchestral ensemble accompaniment of live staged dance, drama and song, including contemporary Broadway literature, and film and media soundtrack. This course provides continuing opportunities to meet the unique challenges of musical theatre performance that differ from those of concert stage performance, including following live dramatic action, pit orchestra orientation, woodwind doubling, underscore, click track and headphone use, book organization and music marking.

**MUSP 285****Competitive Collegiate Wind Band****4 Units (AA/AS; CSU; UC)****36 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

The preparation and performance of professional wind band literature with the primary goal of maximizing adjudication consideration and reward at wind band competitions and festivals. Participation in public wind band competitions and festivals is required. This course may be taken four times.

**MUSP 290****Applied Music I Beginning****2 Units (AA/AS; CSU; UC)****18 lecture hours, 80 lab hours arranged****Equivalent to: MUS 290****Grade Mode: Standard Letter***Prerequisite(s): Audition.*

A beginning level workshop class in applied music including a private one-half hour lesson per week, attendance and participation in a weekly concert hour and skill and repertoire building activities.

**MUSP 291****Applied Music II Intermediate****2 Units (AA/AS; CSU; UC)****18 lecture hours, 80 lab hours arranged****Equivalent to: MUS 291****Grade Mode: Standard Letter***Prerequisite(s): MUSP 290 or Audition.*

An intermediate level workshop class in applied music with an emphasis on classical techniques which includes a private one-half hour lesson per week, attendance and participation in a weekly concert hour and skill and repertoire building activities.

**MUSP 292****Applied Music III Intermediate/Advanced****2 Units (AA/AS; CSU; UC)****18 lecture hours, 80 lab hours arranged****Equivalent to: MUS 292****Grade Mode: Standard Letter***Prerequisite(s): MUSP 291 or Audition.*

An advanced level workshop class in applied music with an emphasis on popular techniques which includes a private one-half hour lesson per week, attendance and participation in a weekly concert hour and skill and repertoire building activities.

**MUSP 293****Applied Music IV Advanced****2 Units (AA/AS; CSU)****18 lecture hours, 80 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): MUSP 292 or Audition.*

An advanced level workshop class in applied music with an emphasis on improvisation and developmental techniques which includes a private one-half hour lesson per week, attendance and participation in a weekly concert hour and skill and repertoire building activities.

## Programs

**Associate Degree**

- A.A. in Music (p. 230)

## A.A. in Music

This degree provides students with a foundational musical background, including music theory, history, rudimentary piano competency, performance and techniques/application.

## Requirements

**Students receiving this degree must meet the following requirements:**

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.

3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

**Select one (1) musicianship and one (1) harmony course from the following:**

MUSE 101	Musicianship I	2
MUSE 103	Musicianship II	2
MUSE 201	Musicianship III	2
MUSE 203	Musicianship IV	2
MUSE 102	Harmony I	3
MUSE 104	Harmony II	3
MUSE 202	Harmony III	3
MUSE 204	Harmony IV	3

**Select one (1) of the following music history courses:**

MUSE 109	Music Appreciation	3
MUSE 110	History of Music I	3
MUSE 111	History of Music II	3
MUSE 112	History of Jazz	3
MUSE 113	History of Rock and Roll	3
MUSE 114	Introduction to American Music	3

**Select one (1) of the following piano courses:**

MUSE 120	Elementary Piano I	2
MUSE 121	Elementary Piano II	2
MUSE 220	Intermediate Piano I	2
MUSE 221	Intermediate Piano II	2
MUSE 222	Advanced Piano I	2
MUSE 223	Advanced Piano II	2

**Select at least two (2) units from the following technique/application courses:<sup>1</sup>**

MUSC 100	Styles, Technique, and the Soul of Popular Singing	2
MUSC 140	Jazz Improvisation I	3
MUSC 141	Jazz Improvisation II	3
MUSC 142	Jazz Combos I	1
MUSC 143	Jazz Combos II	1
MUSC 151	Songwriting I	2
MUSC 152	Songwriting II	2
MUSC 160	Sight Reading for the Studio I	3
MUSC 161	Sight Reading for the Studio II	3
MUSC 179	Concert Promotion Touring	4
MUSC 190	Career Opportunities in the Music Entertainment Industry	3
MUSC 240	Jazz Improvisation III	3
MUSC 241	Jazz Improvisation IV	3
MUSC 242	Jazz Combos III	1
MUSC 243	Jazz Combos IV	1
MUSC 251	Professional and Transfer Audition Preparation	2
MUSC 253	Songwriting III	2
MUSC 254	Songwriting IV	2
MUSE 121	Elementary Piano II	2
MUSE 130	Voice - Beginning	2
MUSE 131	Voice - Intermediate	2
MUSE 140	Beginning Guitar I	2

MUSE 141	Beginning Guitar II	2	MUSP 101	Concert Choir II-Intermediate	3
MUSE 160	Standard Percussion Instrumentation/Techniques	1	MUSP 105	Women's Ensemble I Beginning	4
MUSE 161	World Percussion Instrumentation/Techniques	1	MUSP 106	Women's Ensemble II Intermediate	4
MUSE 170	Musical Theatre Academy Techniques	2	MUSP 110	Vocal Ensemble I Beginning	3
MUSE 171	Musical Theatre Techniques	3	MUSP 111	Vocal Ensemble II Intermediate	3
MUSE 188	Music Production Software/Hardware I	2	MUSP 115	Chamber Chorale I Beginning	4
MUSE 189	Music Production Software/Hardware II	2	MUSP 120	Chamber Singers I Beginning	4
MUSE 220	Intermediate Piano I	2	MUSP 121	Chamber Singers II Intermediate	4
MUSE 221	Intermediate Piano II	2	MUSP 133	Brass Choir I	2
MUSE 222	Advanced Piano I	2	MUSP 134	Brass Choir II	3
MUSE 223	Advanced Piano II	2	MUSP 136	Percussion Ensemble I	1
MUSE 230	Voice- Intermediate/Advanced	2	MUSP 138	World Percussion Ensemble I	1
MUSE 231	Voice - Advanced	2	MUSP 140	Chamber Winds I	4
MUSE 240	Intermediate Guitar I	2	MUSP 141	Chamber Winds II	4
MUSE 241	Intermediate Guitar II	2	MUSP 145	Wind Symphony I	4
MUSP 151	Individual Performance Techniques	2	MUSP 146	Wind Symphony II	4
MUSP 170	Musical Theatre Academy Production	4	MUSP 181	Musical Theater Orchestra I	4
MUSP 171	Musical Theatre Workshop Production	4	MUSP 182	Musical Theatre Orchestra II	4
MUSP 173	Musical Theatre Production I Beginning	4	MUSP 200	Concert Choir III - Intermediate/Advanced	3
MUSP 178	Opera Workshop	2	MUSP 201	Concert Choir IV - Advanced	3
MUSP 290	Applied Music I Beginning	2	MUSP 225	Competitive Collegiate Choir	3
MUSP 291	Applied Music II Intermediate	2	MUSP 235	Competitive Collegiate Show Choir	4
MUSP 292	Applied Music III Intermediate/Advanced	2	MUSP 240	Chamber Winds III	4
<b>Select six (6) units from the following performance courses:</b>			MUSP 241	Chamber Music IV	4
MUSC 104	Pop, Rock, and Jazz Performance Styles I	4	MUSP 245	Wind Symphony III	4
MUSC 105	Pop, Rock, and Jazz Performance Styles II	4	MUSP 246	Wind Symphony IV	4
MUSC 106	Citrus College Show Choir I	4	MUSP 255	Competitive Collegiate Jazz Ensemble	4
MUSC 107	Show Choir II	4	MUSP 281	Musical Theatre Orchestra III	4
MUSC 120	Studio Laboratory Band I	4	MUSP 282	Musical Theatre Orchestra IV	4
MUSC 121	Studio Laboratory Band II	4	MUSP 285	Competitive Collegiate Wind Band	4
MUSC 122	Jazz Ensemble I	4	Total Units		18-21
MUSC 123	Jazz Ensemble II	4	<sup>1</sup> No courses used to satisfy other requirements may be counted in this section.		
MUSC 130	Studio Orchestra I	4	<b>Learning Outcomes</b>		
MUSC 131	Studio Orchestra II	4	<b>A.A. Degree Level Student Learning Outcomes</b>		
MUSC 142	Jazz Combos I	1	Students completing the Music A.A. Degree will:		
MUSC 146	Chamber Jazz	4	1. Demonstrate a foundational knowledge in music theory.		
MUSC 160	Sight Reading for the Studio I	3	2. Demonstrate a rudimentary piano proficiency.		
MUSC 170	Classical Performance Techniques Tour (Vocal)	4	3. Display basic proficiency in a specific instrumental, vocal, or creative techniques or styles.		
MUSC 171	Commercial Performance Techniques Tour (Vocal)	4	4. Exhibit perspective on historical and stylistic components of music and musical literature.		
MUSC 175	Jazz Ensemble Tour I	7	5. Demonstrate competency in performance skills and ability.		
MUSC 177	Professional Performance Techniques	3			
MUSC 204	Pop, Rock, and Jazz Performance Styles III	4			
MUSC 206	Show Choir III	4			
MUSC 207	Show Choir IV	4			
MUSC 220	Studio Laboratory Band III	4			
MUSC 221	Studio Laboratory Band IV	4			
MUSC 222	Jazz Ensemble III	4			
MUSC 223	Jazz Ensemble IV	4			
MUSC 230	Studio Orchestra III	4			
MUSC 231	Studio Orchestra IV	4			
MUSC 271	Professional Performance Techniques (Vocal)	4			
MUSP 100	Concert Choir I - Beginning	3			

## Natural History

Field work courses in the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of various geographical



areas are offered under the umbrella of natural history. Courses in natural history transfer to CSU as elective units.

## Faculty

Name	Office Room Number	Phone	Email
Goodman, Robert	LS 129	626-914-8770	rgoodman@citruscollege.edu

## Contact Information

### Division

Natural, Physical and Health Sciences

### Dean

Dr. Eric Rabitoy

### Administrative Secretary

Chris Pagano

### Division Office

PS 114

### Division Phone Number

626-914-8789

### Email

naturalhistory@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/nat>

## Learning Outcomes

This discipline prepares students to do the following:

- Articulate an understanding of biological, ecological, geological, and climatological processes and use scientific terminology for the purpose of understanding human's role in the region.
- Evaluate information released from various federal, state, and local agencies regarding the utilization and protection of the natural environment.
- Explore energy flow mechanisms to explain the diversity of living organisms in a variety of ecosystems.
- Analyze the intra- and interspecific actions and relationships among living organisms
- Investigate genetic variations and adaptations among plant and animal species to understand natural selection and evolution.
- Examine how human activities in diverse cultures have contributed to positive and negative changes in the environment to better understand and discuss past, current, and future environmental issues.

## Courses

### NAT 180A

#### Natural History Series - Death Valley

**2 Units (AA/AS; CSU)**

**36 lecture hours**

#### Grade Mode: Pass/No Pass, Standard Letter

A field course where the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of the Death Valley region will be covered. In addition to lectures on campus, there will be a minimum of a three day field trip to the region. A transportation fee may be assessed.

### NAT 180B

#### Natural History Series - Deserts

**2 Units (AA/AS; CSU)**

**36 lecture hours**

#### Grade Mode: Pass/No Pass, Standard Letter

A field course where the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of the desert region will be covered. Possible locations of interest but not restricted to include high desert, Anza Borrego-Salton Basin, Western Colorado Plateau, Eastern Colorado Plateau, Southeastern Arizona, Trans-Pecos or Baja California. In addition to lectures on campus, there will be a minimum of a three day field trip to the region. A transportation fee may be assessed.

### NAT 181A

#### Natural History Series - Coastlines

**2 Units (AA/AS; CSU)**

**36 lecture hours**

#### Grade Mode: Pass/No Pass, Standard Letter

A field course where the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of the California coastline region will be covered. Possible locations of interest include, but are not restricted to southern, central and northern California Coastlines. In addition to lecture on campus, there will be minimum of a three day field trip to the region. A transportation fee may be assessed.

### NAT 181B

#### Natural History Series - Coastal Mountains and Islands

**2 Units (AA/AS; CSU)**

**36 lecture hours**

#### Grade Mode: Pass/No Pass, Standard Letter

A field course where the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of the coastal mountains or islands will be covered. Possible locations of interest include, but are not restricted to, the Transverse Range or Channel Islands. In addition to lectures on campus, there will be a minimum of a three day field trip to the region. A transportation fee may be assessed.

### NAT 182A

#### Natural History Series - Inland Mountains

**2 Units (AA/AS; CSU)**

**36 lecture hours**

#### Grade Mode: Pass/No Pass, Standard Letter

A field course where the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of the desert region will be covered. Possible locations of interest include, but are not restricted to, the Sierra Nevada or Cascades mountains. In addition to lectures on campus, there will be a minimum of a three day field trip to the region. A transportation fee may be assessed.

**NAT 182B****Natural History Series - Inland Valleys****2 Units (AA/AS; CSU)****36 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

A field course where the topography, climate, geology, ecology, life zones, wildlife, plant life, and human history of the inland valleys region will be covered. Possible locations of interest include, but not restricted to, Owens Valley or San Andreas Fault regions. In addition to lectures on campus, there will be a minimum of a three day field trip to the region. A transportation fee may be assessed.

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## Noncredit and Community Education

Noncredit education provides classes and certificate programs in basic skills, English as a Second Language (ESL), short-term vocational, and workforce preparation. Enrollment in noncredit classes is tuition free and continues throughout the academic year.

### Contact Information

**Division**

Career, Technical and Continuing Education

**Dean**

Dr. Caroline Durdella (interim)

**Administrative Secretary**

Julie Tunno

**Division Office**

LL

**Division Phone Number**

626-852-8022

**Email**

conted@citruscollege.edu

**Discipline Website**<http://www.citruscollege.edu/ce>

## Learning Outcomes

This discipline prepares students to do the following:

- Noncredit basic skills learners will successfully articulate into credit instruction.
- Noncredit ESL learners will enhance their written and verbal communication skills, leading to increased personal and professional growth.
- Noncredit and Community Education instruction will improve the learner's life skills, employability, physical wellness, overall sense of well-being, and/or offer personal enrichment.

## Courses

**NC 1****Supervised Tutoring****0 Units****144 lab hours****Grade Mode: Non-Credit Course**

The course provides learning assistance through supervised one-to-one or group tutoring. Students received assistance outside of class time to improve learning and study skills. Content is specific to English, reading and mathematics.

**NC 200****Preparation for Academic Success****0 Units****30 lecture hours****Grade Mode: Non-Credit Course**

This course is designed to teach effective college study skills. Topics include time management, textbook study, lecture note taking, test taking strategies, exam preparation, computer-assisted instruction, and career exploration.

**NC 208A****Algebra IA****0 Units****60 lecture hours****Grade Mode: Non-Credit Course**

*Prerequisite(s): Placement by high school counselor or math placement exam.*

This is an integrated course that combines the content of algebra with logical reasoning, statistics, probability, problem solving, real life situations, spatial visualization, and introductory topics in geometry. The course format will include activity-based investigations with hands on activities and concepts and applications compliant with the adopted California State Mathematics Standards to meet the minimum course requirements for high school graduation.

**NC 208B****Algebra IB****0 Units****60 lecture hours****Grade Mode: Non-Credit Course**

*Prerequisite(s): Placement by high school counselor.*

This is a continuation of Algebra IA. This is an integrated course that combines the content of algebra with logical reasoning, statistics, probability, problem solving, real life situations, spatial visualization, and introductory topics in geometry. The course format will include activity-based investigations with hands-on activities, concepts and applications compliant with the adopted California State Mathematics Standards to meet the minimum course requirements for high school graduation.

**NC 209A****Algebra IIA****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by high school counselor.*

This is a continuation of Algebra IA. This is an integrated course that combines the content of algebra with logical reasoning, statistics, probability, problem solving, real life situations, spatial visualization, and introductory topics in geometry. The course format will include activity-based investigations with hands-on activities, concepts and applications compliant with the adopted California State Mathematics Standards to meet the minimum course requirements for high school graduation.

**NC 209B****Algebra IIB****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by high school counselor.*

This is a continuation of Algebra IIA. This course introduces linear functions in two variables, solutions of systems of equations by various methods, operations with polynomials and factoring, quadratic functions, rational functions, radicals and elementary probability. This course combines algebraic concepts and geometry in several activities, projects and problems. Through each activity and project the student learns how to write algebraic expressions, understand the relationship among equations and graphs, explore functions, think critically and develop a clear understanding of sequences, series, probability, and exponential functions. Each activity and project is designed for real-life application, visual and hands-on approach to solving problems and use of technology. The course format will include activity-based investigations with hands-on activities and concepts and applications compliant with the adopted California State Mathematics Standards to meet the minimum course requirements for high school graduation.

**NC 210A****Freshman English A****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by high school counselor or English placement exam.*

The following disciplines of English are an integral part of this courses: reading, writing, vocabulary and speech. Students will read literature from the genres of poetry, short stories, novels, and plays. The student will be introduced to the process of writing. Spelling and content words will be chosen from the literature. Oral reports, oral readings, and memorized orals are incorporated into this course. The course format will include activity-based investigations with hands-on activities and concepts and applications compliant with the adopted California State English Standards to meet the minimum course requirements for high school graduation.

**NC 210B****Freshman English B****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by high school counselor or English placement exam.*

The following disciplines of English are an integral part of this course: reading, writing, vocabulary and speech. Students will read literature from the genres of poetry, short stories, novels, and plays. The student will be introduced to the process of writing. Spelling and content words will be chosen from the literature. Oral reports, oral readings, and memorized orals are incorporated into this course. The course format will include activity-based investigations with hands-on activities and concepts and applications compliant with the adopted California State English Standards to meet the minimum course requirements for high school graduation.

**NC 211A****Sohopmore English A****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by high school counselor or English placement exam.*

The main purpose of this course is on college preparatory writing, introduction to literary analysis, and research skills. The major genres of literature are studied, discussed, and analyzed. Students continue to learn the processes of drafting, rewriting, and editing. In addition, students also learn to critique each other's work and to use these editing skills on their own papers. Research skills are learned so the students will know how to gather information needed for clarification of reading or the beginning of writing. The course format will include activity-based investigations with hands-on activities and concepts and applications compliant with the adopted California State English Standards to meet the minimum course requirements for high school graduation.

**NC 211B****Sophomore English B****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by high school counselor or English placement exam.*

The main purpose of this course is on college preparatory writing, introduction to literary analysis, and research skills. The major genres of literature are studied, discussed, and analyzed. Students continue to learn the processes of drafting, rewriting, and editing. In addition, students also learn to critique each other's work and to use these editing skills on their own papers. Research skills are learned so the students will know how to gather information needed for clarification of reading or the beginning of writing. The course format will include activity-based investigations with hands-on activities and concepts and applications compliant with the adopted California State English Standards to meet the minimum course requirements for high school graduation.

**NC 212A****Junior English A****0 Units****60 lecture hours****Grade Mode: Non-Credit Course**

Prerequisite(s): Placement by high school counselor or English placement exam. This course is a survey of American literature covering philosophical, religious, political, and literary ideas in American writing from colonial times to the present. Emphasis will be placed on techniques of organizing and developing critical essays about fiction, poetry, and drama. Students will be required to study a major novel and participate in an independent reading program. The course format will include activity-based investigations with hands-on activities and concepts and applications compliant with the adopted California State English Standards to meet the minimum course requirements for high school graduation.

**NC 212B****Junior English B****0 Units****60 lecture hours****Grade Mode: Non-Credit Course**

Prerequisite(s): Placement by high school counselor or English placement exam.

This course is a survey of American literature covering philosophical, religious, political, and literary ideas in American writing from colonial times to the present. Emphasis will be placed on techniques of organizing and developing critical essays about fiction, poetry, and drama. Students will be required to study a major novel and participate in an independent reading program. The course format will include activity-based investigations with hands-on activities and concepts and applications compliant with the adopted California State English Standards to meet the minimum course requirements for high school graduation.

**NC 213A****Senior English A****0 Units****60 lecture hours****Grade Mode: Non-Credit Course**

Prerequisite(s): Placement by high school counselor or English placement exam.

Seniors will develop communication skills for college entrance. Writing, oral language, vocabulary building, and reading skills are the goals of the course. The student will be exposed to classic literary works, contemporary media such as newspapers, essays, and critical analyses of classic and contemporary non-fiction works. The student is challenged to develop skills of analysis, evaluation, and synthesis in both writing and oral language. The course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State English Standards to meet the minimum course requirements for high school graduation.

**NC 213B****Senior English B****0 Units****60 lecture hours****Grade Mode: Non-Credit Course**

Prerequisite(s): Placement by high school counselor or English placement exam.

Seniors will develop communication skills for college entrance. Writing, oral language, vocabulary building, and reading skills are the goals of the course. The student will be exposed to classic literary works, contemporary media such as newspapers, essays, and critical analyses of classic and contemporary non-fiction works. The student is challenged to develop skills of analysis, evaluation, and synthesis in both writing and oral language. The course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State English Standards to meet the minimum course requirements for high school graduation.

**NC 214A****United States History A****0 Units****60 lecture hours****Grade Mode: Non-Credit Course**

Prerequisite(s): Placement by a high school counselor.

The content will focus on the development of the United States during the 20th century. This course will enable students to understand the chronological flow of events, the dynamics of change, and the critical links between the past and the present in the United States. This course format will include activity-based investigations with hands-on activities and concepts and applications compliant with the adopted California State History Standards to meet the minimum course requirements for high school graduation.

**NC 214B****United States History B****0 Units****60 lecture hours****Grade Mode: Non-Credit Course**

Prerequisite(s): Placement by a high school counselor.

The content will focus on the development of the United States during the 20th century. This course will enable students to understand the chronological flow of events, the dynamics of change, and the critical links between the past and the present in the United States. This course format will include activity-based investigations with hands-on activities and concepts and applications compliant with the adopted California State History Standards to meet the minimum course requirements for high school graduation.

**NC 215A****World History A****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

This course is a study of the major ideas and turning points that shaped the modern world historically, geographically, politically, economically and culturally in the 18th, 19th and 20th centuries. It analyzes the major ideas, people and events that have led to the development of today's contemporary world. The use of discussion groups, audiovisual aids, maps, student-oriented activities are employed throughout the course. This course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State History Standards to meet the minimum course requirements for high school graduation.

**NC 215B****World History B****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

This course is a study of the major ideas and turning points that shaped the modern world historically, geographically, politically, economically and culturally in the 18th, 19th and 20th centuries. It analyzes the major ideas, people and events that have led to the development of today's contemporary world. The use of discussion groups, audiovisual aids, maps, student-oriented activities are employed throughout the course. This course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State History Standards to meet the minimum course requirements for high school graduation.

**NC 216****American Government****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

In this course, students will develop a deeper understanding of the institutions of American government. Students will compare the systems of government in the world today and analyze the history and changing interpretations of the Constitution, the Bill of Rights, and the current state of the legislative, executive, and judiciary branches of government. An emphasis is placed on analyzing the relationship among federal, state, and local governments, with particular attention paid to important historical documents such as the Federalist Papers. This course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State History and Social Sciences Standards to meet the minimum course requirements for high school graduation.

**NC 217****Economics****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

In this course, students will master fundamental economic concepts, applying the tools (graphs, statistics, equations) from other subject areas to the understanding of operations and institutions of economic systems. Studied in a historic context are the basic economic principles of micro- and macroeconomics, international economics, comparative economic systems, measurement, and methods. This course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State History and Social Sciences Standards to meet the minimum course requirements for high school graduation.

**NC 218A****Biology A****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

This course deals with the study of living things following the California state standards for Biology. It emphasizes modern technological and practical topics such as ecology, genetics and human structure and function. Hands on laboratory experiences are essential to each topic. The course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State Standards to meet the minimum course requirements for high school graduation.

**NC 218B****Biology B****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

This course deals with the study of living things following the California state standards for Biology. It emphasizes modern technological and practical topics such as ecology, genetics and human structure and function. Hands-on laboratory experiences are essential to each topic. The course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State Standards to meet the minimum course requirements for high school graduation.

**NC 219A****Physical Science A****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

This course will examine the eight study topics in physical sciences, such as motion, forces, and the structure of matter, by using a quantitative mathematically based approach. Earth, the solar system, chemical reactions, the periodic equation, and density and buoyancy are additional topics that will be increased with mathematical rigor. The course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State Standards to meet the minimum course requirements for high school graduation.

**NC 219B****Physical Science B****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

This course will examine the eight study topics in physical sciences, such as motion, forces, and the structure of matter, by using a quantitative mathematically based approach. Earth, the solar system, chemical reactions, the periodic equation, and density and buoyancy are additional topics that will be increased with mathematical rigor. The course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State Standards to meet the minimum course requirements for high school graduation.

**NC 220A****Earth Science A****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

This course includes the study of astronomy, physics, chemistry, geology and meteorology. Special emphasis is placed on student experimentation and observation. This course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State Science Standards to meet the minimum course requirements for high school graduation.

**NC 220B****Earth Science B****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

This course includes the study of astronomy, physics, chemistry, geology and meteorology. Special emphasis is placed on student experimentation and observation. This course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State History Standards to meet the minimum course requirements for high school graduation.

**NC 221A****Chemistry A****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

Principles of chemistry are developed through laboratory observations of physical properties and chemical reactions. The language, formulas, and equations of chemistry are used in interpreting atomic structure and chemical bonding; periodic behavior of elements; rates and energies of chemical and nuclear change; equilibrium of gaseous systems, acids and bases, and oxidation-reduction as well as organic functional groups. This course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State Science Standards to meet the minimum course requirements for high school graduation.

**NC 221B****Chemistry B****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

Principles of chemistry are developed through laboratory observations of physical properties and chemical reactions. The language, formulas, and equations of chemistry are used in interpreting atomic structure and chemical bonding; periodic behavior of elements; rates and energies of chemical and nuclear change; equilibrium of gaseous systems, acids and bases, and oxidation-reduction as well as organic functional groups. This course format will include activity-based investigations with hands-on activities and concepts, and applications compliant with the adopted California State Science Standards to meet the minimum course requirements for high school graduation.

**NC 224A****Geometry A****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

This integrated mathematics college preparatory course builds on the Algebra I course. Topics taught include sampling and reasoning, linear systems, matrices, geometry (coordinate geometry, triangles, circles and spheres), probability and binomials. The course format will involve application of mathematics to real world problems, hands-on classroom activities to investigate concepts and applications compliant with the recently adopted California State Mathematics Standards to meet the minimum course requirements for high school graduation.

**NC 224B****Geometry B****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

This integrated mathematics college preparatory course builds on the Algebra I course. Topics taught include sampling and reasoning, linear systems, matrices, geometry (coordinate geometry, triangles, circles and spheres), probability and binomials. The course format will involve application of mathematics to real world problems, hands-on classroom activities to investigate concepts and applications compliant with the recently adopted California State Mathematics Standards to meet the minimum course requirements for high school graduation.

**NC 225A****Pre-Calculus A****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

This course covers an in-depth study of higher level functions from an Algebraic approach. Students will determine intercepts, solutions and behaviors of the following functions: quadratics, natural log, exponential, functions of higher degree and trigonometric functions. In addition, the course will go over the relationship between logarithmic and power equations discussing various properties that apply to each in order to explore the relationship between the two. The course will also cover the unit circle and trigonometry. Students will use Trigonometry to solve problems dealing with right triangles, as well as non-right triangles, in order to understand how the trigonometric functions interact with each other. The course format will include investigations with hands-on activities and concepts and applications. Course work will consist of daily homework and test/quizzes when appropriate.

**NC 225B****Pre-Calculus B****0 Units****60 lecture hours****Grade Mode: Non-Credit Course***Prerequisite(s): Placement by a high school counselor.*

This course will cover an in-depth instruction on the topics of statistics and probability. Students will need to identify mean, median, and mode from data represented in a variety of ways. In addition, standard deviation and normal curves will be calculated from sample data. Probability will cover experimental and theoretical, as well as compound and conditional probability. In addition, this course will cover two and three dimensional vectors and their interactions as applicable with limited knowledge of calculus.

**NC 251****Bridge to Credit English****0 Units****54 lecture hours****Grade Mode: Non-Credit Course**

*Strongly recommended: Student should be able to read and write English at a level equivalent to the adopted California State English standards for high school graduation and/or meet the English requirements for an adult school high school diploma program or GED.*

This course introduces and prepares the adult learner for the daily tasks of college level credit courses. It includes targeted reading and vocabulary necessary to understand lectures and discussions in the credit classroom. It incorporates writing and computer activities that prepare students for class activities that will further develop their ability to complete assignments and make communications appropriate for the credit classroom.

**NC 305****ESL Multiskills - Beginning 1****0 Units****192 lecture hours****Grade Mode: Non-Credit Course**

ESL Multiskills - Beginning 1 introduces low-beginning English language learners to basic language skills that are needed to live in American society. This course teaches performing essential life skills through reading, writing, speaking, and listening in American English. Open entry/exit.

**NC 306****ESL Multiskills - Beginning 2****0 Units****192 lecture hours****Grade Mode: Non-Credit Course**

ESL Multiskills - Beginning 2 expands on life and language skills learned in ESL Multiskills - Beginning 1 and is intended for high-beginning English language learners. This course teaches performing routine life skills and basic personal expression through reading, writing, speaking, and listening in American English. Open entry/exit.

**NC 307****ESL Multiskills - Intermediate 1****0 Units****192 lecture hours****Grade Mode: Non-Credit Course**

ESL Multiskills - Intermediate 1 expands on life and language skills learned in ESL Multiskills - Beginning 2 and is designed for low-intermediate English language learners. This course teaches basic skills needed to succeed in American society through reading, writing, speaking, and listening in American English. Open entry/exit.

**NC 308****ESL Multiskills - Intermediate 2****0 Units****192 lecture hours****Grade Mode: Non-Credit Course**

ESL Multiskills - Intermediate 2 is designed for English language learners at the high-intermediate level. This course introduces more complex language and life skills such as critical thinking, presenting arguments, and analyzing information through reading, writing, speaking, and listening in American English. Open entry/exit.

**NC 309****ESL Multiskills - Advanced****0 Units****192 lecture hours****Grade Mode: Non-Credit Course**

ESL Multiskills - Advanced is designed for English language learners at the low-advanced level. This course prepares students for college level course work, to find or improve a career, and to engage with native English speakers at a comparable level. Open entry/exit.

**NC 310****ESL: Grammar - Beginning 1****0 Units****72 lecture hours****Grade Mode: Non-Credit Course**

ESL: Grammar - Beginning 1 teaches low-beginning English language learners introductory English grammar used in essential life functions. This course can be used to review or prepare for NC 305 - ESL Multiskills - Beginning 1. Open entry/exit.

**NC 311****ESL: Grammar - Beginning 2****0 Units****72 lecture hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 305 or demonstrate a high beginning (Beginning 2) level of English fluency.*

ESL: Grammar - Beginning 2 teaches high-beginning English language learners rudimentary English grammar used in basic life functions. This course can be used to review or prepare for NC 306 - ESL Multiskills - Beginning 2. Open entry/exit.

**NC 312****ESL: Grammar - Intermediate 1****0 Units****72 lecture hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 306 or demonstrate a low-intermediate (Intermediate 1) level of English fluency.*

ESL: Grammar - Intermediate 1 teaches low-intermediate English learners English grammar used in routine life functions. This course can be used to review or prepare for NC 307 - ESL Multiskills - Intermediate 1. Open entry/exit.

**NC 313****ESL: Grammar - Intermediate 2****0 Units****72 lecture hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 307 or demonstrate a high intermediate (Intermediate 2) level of English fluency.*

ESL: Grammar - Intermediate 2 teaches high-intermediate English language learners English grammar used in more complex life functions. This course can be used to review or prepare for NC 308 - ESL Multiskills - Intermediate 2. Open entry/exit.

**NC 315****ESL and Computer Literacy 1: Introduction to Computers****0 Units****64 lecture hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 305 or demonstrate a low beginning level of English fluency.*

ESL and Computer Literacy 1: Introduction to Computer introduces basic language and computer skills to English language learners. Students will learn beginning English language and life skills taught through rudimentary computing, word processing, and Internet instruction.

**NC 316****ESL and Computer Literacy 2: Common Computer Applications****0 Units****64 lecture hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 315: ESL and Computer Literacy 1: Introduction to Computers and/or demonstrate low intermediate level of English fluency and an ability to use basic features of a computer.*

ESL and Computer Literacy 2: Common Computer Applications builds upon English language and technology skills used in ESL and Computer Literacy 1: Introduction to Computers. Designed for English language learners, students will acquire intermediate English language and life skills while learning common personal, educational, and professional computer skills. Topics and skills include Internet safety and common use, email, word processing, and presentation programs.

**NC 318****ESL: American English Pronunciation I****0 Units****72 lecture hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 305: ESL Multiskills - Beginning 1 and/or demonstrate a low beginning level of English fluency.*

ESL: American English Pronunciation I introduces English language learners to the basic sounds of American English. Students will learn how to recognize, produce and differentiate between the various sounds of American English and strengthen oral communication and reading skills. Special focus will be given to correct vocal techniques in producing difficult sounds in letters, words and sentences.

**NC 319****ESL: American English Pronunciation II****0 Units****72 lecture hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 318: ESL: American English Pronunciation I and/or demonstrate a low intermediate level of English fluency.*

ESL: American English Pronunciation II expands on pronunciation and communication skills learned in ESL: American English Pronunciation I. This course is intended for students who have successfully completed ESL: American English Pronunciation I and can demonstrate at least a low-intermediate level of English fluency. Special focus will be given to more complex sounds, sentence and word level stress, communication and presentation skills, and emotive and social settings for various pronunciation techniques.

**NC 400****ESL and Citizenship****0 Units****54 lecture hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 305 or demonstrate a high beginning (Beginning 2) level of English fluency.*

ESL and Citizenship teaches high beginning English language skills through U.S. civics and preparation to complete the USCIS interview and exams.

**NC 501****Basic Life Skills for Developmentally Disabled Adults****0 Units****40 lecture hours****Grade Mode: Non-Credit Course**

This course is designed for developmentally disabled adults. It will address skills related to basic functions in everyday life and enhance skills for supported function in the community. This course will address the different cognitive, physical, communication, and social needs of each student. The program allows interaction in a group setting, learning to interact appropriately at all function levels.

**NC 607****Skilled Nursing Facility Activity Leader****0 Units****90 lecture hours****Grade Mode: Non-Credit Course**

A course designed to meet minimum state certification 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.



**NC 626****Floral Design I****0 Units****16 lecture hours, 40 lab hours****Grade Mode: Non-Credit Course**

Application of the principles in the art of floral design as to form, style, and composition. Designing of floral arrangements, wreaths, sprays, bouquets, funeral and wedding flowers, corsages and boutonnières are included in the laboratory setting.

**NC 631****Smog Check Repair Technician Update Course****0 Units****18 lecture hours****Grade Mode: Non-Credit Course**

*Prerequisite(s): Student must possess a current A6, A8 and LT ASE certification or equivalent.*

Meets Bureau of Automotive Repair update requirements for the Smog Check Repair Technician license renewal. The course includes training on updated BAR smog check program regulations as well the latest technology advancements impacting vehicle emissions controls.

**NC 632****Air Conditioning I****0 Units****36 lecture hours, 18 lab hours****Grade Mode: Non-Credit Course**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**NC 634****Air Conditioning II****0 Units****36 lecture hours, 18 lab hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 632.*

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 examination.

**NC 636****Heating - Electrical and Gas****0 Units****36 lecture hours, 18 lab hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 632 or industry experience.*

This course includes heating and humidifying, heat load and heat pump systems, systems controls, boilers, and instruments.

**NC 638****Electricity for Heating and Air Conditioning****0 Units****36 lecture hours, 18 lab hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 632 or industry experience; ENGL 099 if required by English placement level or if required by English level.*

A course in electricity covering the functions and operations of electric motors and controls used in mechanical systems.

**NC 640****HVAC Control Systems****0 Units****36 lecture hours, 18 lab hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 632.*

An explanation of HVAC control system theory, control hardware, and both simple and complex control systems, supervisory controls and the use of computers in control systems.

**NC 642****Troubleshooting Heating and Air Conditioning****0 Units****36 lecture hours, 18 lab hours****Grade Mode: Non-Credit Course**

*Strongly recommended: NC 632.*

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.

**NC 650****Introduction to Microsoft Office Applications****0 Units****54 lecture hours****Grade Mode: Non-Credit Course**

This course is an introduction to Microsoft Office Suite applications that emphasize creating, editing, updating, and integrating business and office projects. Computer applications include word processing (Word), spreadsheets (Excel), database management (Access), presentation graphics (PowerPoint), scheduling/time management (Outlook), and the Internet.

**NC 680****Writing in the Workplace****0 Units****36 lecture hours****Grade Mode: Non-Credit Course**

*Strongly recommended: Student should be able to read and write English at a level equivalent to the adopted California State English Standards for high school graduation and/or meet the English requirements for an adult school high school diploma program or GED.*

This course will introduce students to the various methods of written communication within the workplace setting. It will focus on the various methods of writing etiquette for effective workplace communication. It will also introduce students to the different forms of technical media for written workplace communications.

**NC 702****Exploring Current Events and Recent Trends****0 Units****36 lecture hours****Grade Mode: Non-Credit Course**

This course is designed for the active 55+ learner. This course stimulates discussion of current events and trends. Sources of news including print and electronic media will be featured. Featured will be discussion on the impact of events on the student or the world around you.

**NC 703****Mastering Every Day Computer Technologies and Mobile Devices  
0 Units****16 lecture hours, 32 lab hours****Grade Mode: Non-Credit Course**

Mobile electronics, social networking, personal computers, internet use and various software applications beneficial to the active 55+ learner will be covered. The course is designed for those with minimal to intermediate computer technology skills.

**NC 717****Overall Health and Wellness for the Older Adult  
0 Units****26 lecture hours, 10 lab hours****Grade Mode: Non-Credit Course**

This course focuses on the overall wellness and health of the active 55+ learner, including physical and mental health. Each program element is planned to educate individuals to their highest potential level of functioning.

**NC 718****Health Fitness and Nutrition for Older Adults  
0 Units****32 lecture hours, 8 lab hours****Grade Mode: Non-Credit Course**

This class is designed to teach Older Adults how exercise and proper nutrition lead to good health as we get older. The class will also teach the physiological changes that occur with aging, as well as activities that prevent falls.

**NC 930****Understanding Drug/Alcohol Abuse and Treatments  
0 Units****36 lecture hours****Grade Mode: Non-Credit Course**

This course is designed to create an understanding of drug and alcohol abuse from a sociological and physiological perspective. It is not a replacement for therapy or twelve step meetings. The intended audience will be individuals desiring to learn about the various aspects of recovery and/or those affected by or wanting to learn more about the recovery process. Topics will include: treatments, detox processes, support groups, and post-recovery issues.

## Programs

### Certificates of Competency

- English as a Second Language (Beginning) (p. 241)
- English as a Second Language (Intermediate) (p. 241)
- English as a Second Language (Program Completion) (p. 241)
- Heating, Ventilation and Air Conditioning Technician (p. 242)

## Certificate of Competency in English as a Second Language (Beginning)

The English as a Second Language (Beginning) Certificate of Competency introduces the essential language and life skills needed to function in American society. This program teaches the performance of basic life skills through reading, writing, speaking, and listening in American English.

**Required courses:**

NC 305	ESL Multiskills - Beginning 1	0
NC 306	ESL Multiskills - Beginning 2	0

### Certificate of Competency Level Student Learning Outcomes

Students completing the English as a Second Language (Beginning) Certificate of Competency will:

1. Perform basic or "survival" life skills through reading, writing, speaking, and listening in American English.
2. Transfer into credit ESL instruction at the Level 3 stage of coursework or continue in noncredit instruction in NC 307 ESL Multiskills - Intermediate 1.

## Certificate of Competency in English as a Second Language (Intermediate)

The English as a Second Language (Intermediate) Certificate of Competency expands on language and life skills learned in the English as a Second Language (Beginning) Certificate of Competency through more comprehensive and complex coursework. This program brings students to the advanced level of English acquisition and enables them to improve their occupational, academic, or personal status.

**Required courses:**

NC 307	ESL Multiskills - Intermediate 1	0
NC 308	ESL Multiskills - Intermediate 2	0

### Certificate of Competency Level Student Learning Outcomes

Students completing the English as a Second Language (Intermediate) Certificate of Competency will:

1. Perform more complex language and life skills through the use of reading, writing, speaking, and listening in American English.
2. Transfer into credit ESL instruction at the Level 4 stage of coursework or continue in noncredit instruction in NC 309 ESL Multiskills - Advanced.

## Certificate of Competency in English as a Second Language (Program Completion)

The English as a Second Language (Program Completion) Certificate of Competency brings students to the level of near-fluent. This program prepares students to communicate with native English speakers, enter into ESL credit instruction at the Level 5 stage of coursework, and improve their occupational status.

**Required courses:**

NC 307	ESL Multiskills - Intermediate 1	0
NC 308	ESL Multiskills - Intermediate 2	0
NC 309	ESL Multiskills - Advanced	0

## Certificate of Competency Level Student Learning Outcomes

Students completing the English as a Second Language (Program Completion) Certificate of Competency will:

1. Demonstrate readiness to communicate with native English speakers and use authentic English discourse.
2. Transfer into credit ESL classes at the Level 5 stage of coursework, into the college level coursework, or into an English speaking occupation.

## Certificate of Completion in Heating, Ventilation and Air Conditioning Technician

This program prepares students for employment in the heating and air conditioning industry or advancement within the field. Courses prepare students for the EPA exam, which is generally required within this industry. Employment as a technician is available in both the public and the private sectors.

### Required courses:

NC 632	Air Conditioning I	0
NC 634	Air Conditioning II	0
NC 636	Heating - Electrical and Gas	0
NC 638	Electricity for Heating and Air Conditioning	0

### Select one (1) of the following courses:

NC 640	HVAC Control Systems	0
NC 642	Troubleshooting Heating and Air Conditioning	0

## Certificate of Completion Level Student Learning Outcomes

Students completing the Heating, Ventilation and Air Conditioning Technician Certificate of Completion will:

1. Given a heating, ventilation or air conditioning complaint or concern; verify the problem, diagnose the problem, make recommendations for repair and/or preventative maintenance, obtain authorization for the service work, complete the repair and/or maintenance and verify the system is operating according to manufacturer and/or industry standards.

## Nurse Assistant

### Faculty

Name	Office Room Number	Phone	Email
Dhillon, Dalvir	CI 307	626-914-8722	ddhillon@citruscollege.edu

## Contact Information

### Division

Natural, Physical and Health Sciences

### Dean

Salima Allahbachayo (Health Sciences Director)

### Administrative Secretary

Stefanie Fuentes

### Division Office

PC 204

### Division Phone Number

626-914-8720

### Email

cna@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/cna>

## Learning Outcomes

This discipline prepares students to do the following:

- Communicate in English verbally and in writing using appropriate medical terminology.
- Collect, calculate and interpret observations.
- Develop problem-solving skills and make appropriate decisions regarding a variety of situations.
- Provide culturally specific healthcare to all people.
- Develop the ability to use and adapt to current technologies used in the healthcare setting.
- Provide patient care that falls within the scope of practice as set forth by the California Department of Health Services.

## Courses

### NRS 101

#### Nurse Assistant

#### 5 Units (AA/AS)

#### Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Provision of basic nursing care to residents in a long-term care facility. Upon successful completion of this course, students become eligible to sit for the nurse assistant competency exam for certification. 54 lecture theory hours, 108 lab clinical hours.

**NRS 102**

**Home Health Aide**

**1 Unit (AA/AS)**

**20 lecture hours, 20 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): Proof of original, current, active CNA certificate issued by the California Department of Public Health and Services, and Health Sciences Department approval.*

Prepares an active Certified Nursing Assistant (CNA) to provide safe and appropriate health care services to clients in a home or assisted living environment.

**Programs**

**Skill Award**

- Nurse Assistant (p. 243)

**Skill Award in Home Health Aide**

This skill award prepares the student to work as a home health aide.

**Required course:**

NRS 102	Home Health Aide	1
Total Units		1

**Skill Award in Nurse Assistant**

The Nurse Assistant Skill Award prepares the student to work as a certified nurse assistant or acute care nurse aide.

**Required course:**

NRS 101	Nurse Assistant	5
Total Units		5

**Skill Award Level Student Learning Outcomes**

Students completing the Nurse Assistant Skill Award will:

1. Communicate in English verbally and in writing using appropriate medical terminology.
2. Collect, calculate and interpret observations.
3. Develop problem-solving skills and make appropriate decisions regarding a variety of situations.
4. Provide culturally specific healthcare to all people.
5. Develop the ability to use and adapt to current technologies used in the healthcare setting.
6. Provide patient care that falls within the scope of practice as set forth by the California Department of Health Services.

**Office Technology**

The Office Technology discipline trains students in the use of current office applications using state-of-the-art equipment in preparation for professional careers, transfer study, and/or personal use. The program provides training appropriate for entry-level office jobs and

administrative assistant positions; to update students' work skills in computers, management, keyboarding and other office related functions; and employment training in a broad area of study including records management, purchasing, business machine skills, office procedures, filing, word processing, scheduling, business English, publishing, and business mathematics.

Students may earn Microsoft Office and office clerk skill awards. Students may combine these skill awards to earn a Certificate of Achievement in Administrative Office Occupations. The program also offers a Certificate of Achievement in Business Information Professional. Courses satisfy general education requirements for an associate degree.

**Faculty**

Name	Office Room Number	Phone	Email
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**Contact Information**

**Division**

Career, Technical and Continuing Education

**Dean**

Dr. Caroline Durdella (interim)

**Administrative Secretary**

Lois Bottari

**Division Office**

TE 147

**Division Phone Number**

626-852-6402

**Email**

officetech@citruscollege.edu

**Discipline Website**

<http://www.citruscollege.edu/academics/programs/off>

**Learning Outcomes**

This discipline prepares students to do the following:

- Develop reading, writing, business grammar, punctuation and communication skills.
- Purchase items online through electronic commerce and through utilizing telecommunications to increase technological skills for the office.
- Develop database management skills to create tables, forms, queries, and reports for records within an organization.
- Emphasize non-correspondence records, information storage, and retrieval systems and manage records retention, disposition, and the operation of a records management program.
- Keyboard accurately utilizing proofreading and editing skills as well as creating, formatting and editing business documents.

- Increase knowledge of Windows, Office 2007 which includes Microsoft Word, Excel, Access, PowerPoint and Outlook through hands-on training.
- Apply job research skills, enhance telephone and business etiquette, develop teamwork and customer rapport, and increase interviewing skills through the Professional Development Series courses.
- Demonstrate knowledge of basic Windows operations, use of Blackboard management system for online education, and utilization of multimedia software and equipment to ensure relative training for the 21st century.

## Courses

### OFF 101

#### Introduction to Microsoft Office Applications

3.5 Units (AA/AS; CSU)

54 lecture hours, 36 lab hours

Grade Mode: Pass/No Pass, Standard Letter

This course is an introduction to Microsoft Windows and utilizes Microsoft Office Suite applications that emphasize creating, editing, updating, and integrating business and office projects. Computer applications include word processing (Word), spreadsheets (Excel), database management (Access), presentation graphics (PowerPoint), scheduling/time management (Outlook), and the Internet.

### OFF 120

#### Microsoft Excel

3 Units (AA/AS; CSU)

54 lecture hours, 18 lab hours

Grade Mode: Pass/No Pass, Standard Letter

An Excel worksheets and workbooks course to include: formatting, calculating sums, formulas, charts, enhancing the worksheet, and making decisions using the IF function, completing financial functions, data lists, large workbooks using templates, using advanced sorting and filtering, creating charts, diagrams, and templates, creating PivotTable, PivotChart reports, and auditing worksheets, using data analysis, solver, and scenario features, using macros, and Visual Basic for applications, external data, database functions, side-by-side tables, and collaborating with others and preparing a workbook for distribution.

### OFF 215

#### Microsoft Outlook

2 Units (AA/AS)

36 lecture hours

Grade Mode: Pass/No Pass, Standard Letter

*Strongly recommended: ITIS 099.*

An introduction to Microsoft Outlook 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.

### OFF 260

#### Computer Keyboarding and Document Processing

3.5 Units (AA/AS; CSU)

54 lecture hours, 36 lab hours

Grade Mode: Pass/No Pass, Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### OFF 281

#### Filing and Records Management

3 Units (AA/AS)

54 lecture hours

Grade Mode: Pass/No Pass, Standard Letter

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.

### OFF 285

#### Administrative Office Procedures

3 Units (AA/AS)

54 lecture hours

Grade Mode: Pass/No Pass, Standard Letter

This is a course in office procedures and protocol for the person preparing for an office career. It emphasizes continuous self-evaluation and self-development in the areas of basic office skills, professional responsibilities, communication, and human relations.

### OFF 294

#### Microsoft Word

3 Units (AA/AS)

54 lecture hours, 18 lab hours

Grade Mode: Standard Letter

Word processing concepts with topics to include: creating and editing text and printing office documents such as letters from templates, research papers, resume, mail merge, and newsletters. Creating mailing labels, using styles and creating multi-level lists and charts. Using mark-up tools, building reusable documents, advance table features, creating mass mailings, creating standardized forms, working with long documents, embedding, linking objects using Macros, and integrating Word with PowerPoint. This course will also include proofreading and editing skills.

### OFF 698A

#### Cooperative Education

1 Unit (AA/AS)

60 lab hours arranged

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to office technology at their place of volunteer employment or training sites.

### OFF 698B

#### Cooperative Education

2 Units (AA/AS)

120 lab hours arranged

Grade Mode: Pass/No Pass, Standard Letter

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to office technology at their place of volunteer employment or training sites.

**OFF 698C****Cooperative Education****3 Units (AA/AS)****180 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to office technology at their place of volunteer employment or training sites.

**OFF 698D****Cooperative Education****4 Units (AA/AS)****240 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education class.*

A course designed to assist students in planning and accomplishing meaningful learning objectives related to office technology at their place of volunteer employment or training sites.

## Programs

### Certificates of Achievement

- Administrative Office Occupations (p. 245)
- Business Information Professional (p. 245)

### Skill Awards

- Microsoft Office (p. 246)
- Office Clerk (p. 246)

## Certificate in Administrative Office Occupations

Students who receive the Administrative Office Occupations Certificate are prepared for management assignments in the business office environment. This certificate is recommended for both experienced office staff as well as entry-level office workers who are seeking to increase their potential for promotion. Certificate recipients will have expert office skills and in-depth software knowledge. The courses leading to this certificate provide training in office information systems, human relations, business communications, and business records management.

### Requirements

**Required courses:**

BUS 150	Business English	3
BUS 152	Business Communications	3
OFF 101	Introduction to Microsoft Office Applications	3.5
OFF 120	Microsoft Excel	3
OFF 215	Microsoft Outlook	2
OFF 260	Computer Keyboarding and Document Processing	3.5
OFF 281	Filing and Records Management	3
OFF 285	Administrative Office Procedures	3

OFF 294	Microsoft Word	3
Total Units		27

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Administrative Office Occupations Certificate of Achievement will:

1. Perform all general office clerk tasks:
  - a. use e-mail to communicate with others;
  - b. understand and utilize filing procedures;
  - c. examine incoming materials and code it numerically, alphabetically or by subject matter;
  - d. enter data electronically in various storage devices;
  - e. use electronic calendars;
  - f. use correct spelling, grammar, and punctuation in prepared documents;
  - g. file data on computers;
  - h. keyboard and file data on computers as well as access information;
  - i. keep payroll records and prepare invoices;
  - j. make photocopies and take inventory;
  - k. set up spreadsheets;
  - l. work with customers and answer questions;
  - m. format letters, memos, tables and reports using current office application programs;
  - n. compose routine letters memos and e-mail messages.
2. Understand current office procedures and techniques.
3. Prepare various business forms and documentation and understand their purpose.
4. Operate a variety of business machines, including computer equipment, photocopy machines, facsimiles, printers, telephone and calculating machines.
5. Follow directions as well as demonstrate management initiative, dependability and pride in good work.
6. Understand the systems and procedures of organizing and planning office work, and exercise leadership skills in the business environment.

## Certificate in Business Information Professional

The Business Information Professional Certificate of Achievement is designed to prepare students for entry-level office and administrative support in a variety of job positions, including general office clerks, retail salespersons, customer service representatives, receptionists, and information clerks.

### Requirements

**Required courses:**

BUS 152	Business Communications	3
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ITIS 115	Computer Information Systems	3.5
OFF 101	Introduction to Microsoft Office Applications	3.5
OFF 120	Microsoft Excel	3
OFF 215	Microsoft Outlook	2
OFF 260	Computer Keyboarding and Document Processing	3.5
OFF 285	Administrative Office Procedures	3
OFF 294	Microsoft Word	3
Total Units		24.5

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Business Information Professional Certificate of Achievement will:

1. Apply essential oral and written communications skills, computer applications, including beginning Excel, Word, and Outlook, the fundamentals of computer systems, critical thinking and problem solving with a solid foundation in Microsoft Windows and Office as well as strong digital and web literacy skills in a business environment setting.

## Skill Award in Microsoft Office

The Microsoft Office Skill Award is given upon completion of a series of courses that provide the student with mid-level office skills and employment training for positions in the business office environment. In addition to all of the courses required for the Office Clerk Skill Award, the student will take additional courses designed to significantly increase the student's knowledge and proficiency in professional office responsibilities.

### Required courses:

OFF 120	Microsoft Excel	3
OFF 215	Microsoft Outlook	2
OFF 285	Administrative Office Procedures	3
OFF 294	Microsoft Word	3
Total Units		11

### Skill Award Level Student Learning Outcomes

Students completing the Microsoft Office Skill Award will:

1. Perform all Office Skill Award tasks such as: use e-mail to communicate with others; understand and utilize filing procedures; examine incoming materials and code it numerically; alphabetically or by subject matter; enter data electronically in various storage devices; use electronic calendars; use correct spelling, grammar, and punctuation in prepared documents.
2. File data on the computer.
3. Keyboard and file data on computers as well as access information.
4. Keep payroll records and prepare invoices.
5. Set up spreadsheets.
6. Format letters, memos, tables and reports using current office application program.
7. Compose routine letters, memos and e-mail messages.

## Skill Award in Office Clerk

The Office Clerk Award is given upon completion of a series of courses that provide the student with entry-level office skills and employment training for entry-level positions in the business office environment.

### Required courses:

OFF 101	Introduction to Microsoft Office Applications	3.5
OFF 260	Computer Keyboarding and Document Processing	3.5
OFF 281	Filing and Records Management	3
Total Units		10

### Skill Award Level Student Learning Outcomes

Students completing the Office Clerk Skill Award will:

1. Understand and utilize filing procedures.
2. Examine incoming materials and code it numerically, alphabetically or by subject matter.
3. Enter data electronically in various storage devices.
4. Use correct spelling, grammar, and punctuation in prepared documents.

## Philosophy

Philosophy is the study of the nature of reality, knowledge, and values through a critical analysis of fundamental assumptions or beliefs. The study of logic, ethics, and the history of philosophy provides a means of systemizing, assimilating, and evaluating information and the development of philosophical perspective. The study of philosophy is a valuable background for students interested in social or natural sciences, or humanities and particularly in law, theology, and education. Philosophy courses satisfy general education requirements for an associate degree, a liberal arts degree with an emphasis in humanities, and lower division transfer. The Honors Program includes one philosophy course: PHIL 106H Introduction to Philosophy - Honors.

## Faculty

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Love, Jamie	CI 118	626-852-8013	jlove@citruscollege.edu
Saldana, Rudy	CI 119	626-852-8090	rsaldana@citruscollege.edu

## Contact Information

### Division

Social and Behavioral Sciences

### Dean

Dr. Dana Hester

### Administrative Secretary

Gayle Allen

### Division Office

CI 120

### Division Phone Number

626-914-8860

### Email

philosophy@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/phil>

## Learning Outcomes

This discipline prepares students to do the following:

- Demonstrate understanding of philosophical issues and vocabulary using college level vocabulary and proper grammar, for purposes of successfully navigating a transferable level course.
- Demonstrate ability to read analytically and critically use college level vocabulary and proper grammar, for purposes of successfully navigating a transferable level course.
- Discriminate between controversial and non-controversial claims using college level vocabulary and proper grammar, to show awareness of the need for a reasoned support of any controversial claim.
- Use the terminology of logical analysis or other argumentative skills to evaluate philosophical arguments in order to formulate a well-reasoned philosophical thesis, and to demonstrate critical thinking skills.
- Develop tolerance and respect for religious and philosophical views different from one's own by showing awareness of possible objections to one's own view using college level vocabulary and proper grammar.
- Read original philosophical texts from a wide range of the history of philosophy, to show understanding of major philosophical issues appropriate to a transferable course.
- State a philosophical thesis clearly, support it with arguments and examples, and anticipate and respond to reasonable objections using college level vocabulary and proper grammar, in order to show the ability to formulate a well-reasoned philosophical thesis.
- Apply methods of formal logical analysis to test the validity of argument to show understanding of the value of formal methods appropriate to a transferable critical thinking course.
- Become acquainted with the rich variety of religious traditions using college level vocabulary and proper grammar, to show ability to operate in a global environment of diverse traditions.

## Courses

### PHIL 101

#### Great Religions of the World

**3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The historical development, principal ideas and contributions of the world's religions.

### PHIL 106

#### Introduction to Philosophy

**3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)**

**54 lecture hours**

**Equivalent to: PHIL 106H**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

The foundations of philosophy in terms of modes of critical thinking, significant philosophical problems, and a representative sampling of primary philosophical writings.

### PHIL 106H

#### Introduction to Philosophy - Honors

**3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)**

**54 lecture hours**

**Equivalent to: PHIL 106**

**Grade Mode: Standard Letter**

*Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

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.

### PHIL 108

#### Philosophy - Ethics

**3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A critical analysis of ethical theories including Kantianism, Utilitarianism and Virtue Ethics, as well as the application of these ethical theories to moral problems.

### PHIL 110

#### Philosophy/Logic

**3 Units (AA/AS; CSU; UC; CSUGE A3; Citrus GE)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.



**PHIL 130****History of Ancient Philosophy****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A study of selected works in ancient philosophy in the Western tradition, including the Presocratics, the Sophists, Socrates and Plato, Aristotle, and some Greek and Roman philosophers after Aristotle.

**PHIL 131****History of Modern Philosophy****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A study of selected works in the modern period of philosophy in the Western tradition (1600-1800), including major figures from Descartes to Immanuel Kant.

**PHIL 140****Philosophy of Religion****3 Units (AA/AS; CSU; IGETC 3B; UC; CSUGE C2; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A study of the philosophical issues connected with classical theism, such as the concept of God, arguments for the existence of God, the nature of God, the problem of evil, and concepts of the afterlife.

**PHIL 210****Symbolic Logic****3 Units (AA/AS; CSU; UC; CSUGE A3; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A course concentrating on formal logic, including both sentential and predicate logic, methods of symbolization and proof. Differs from PHIL 110 in omitting informal logic and going further in the study of formal logic. Previous completion of PHIL 110 not required.

## Programs

**Associate Degree**

- A.A. in Liberal Arts - Humanities (p. 210)

## Physics

Physics is the scientific study of matter and energy and the interaction between the two. Courses in physics satisfy general education requirements for the associate degree, an associate degree for transfer in physics and lower division transfer.

## Faculty

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## Contact Information

**Division**

Natural, Physical and Health Sciences

**Dean**

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**Administrative Secretary**

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**Discipline Website**<http://www.citruscollege.edu/academics/programs/phys>

## Learning Outcomes

This discipline prepares students to do the following:

- Use proper vocabulary and notation when describing physics concepts. Communicate these concepts to others both verbally and in written form including verbal, pictorial, graphical, and mathematical.
- Critically analyze scientific information found in print, visual, or online media such as scientific and non-scientific books, journals, articles, web pages, television, and film.
- Apply physics concepts in mathematical form using the appropriate computational skills for the course, including numeric calculation using algebra, graphical analysis, and/or the evaluation of calculus expressions.
- Demonstrate an understanding of the fundamental principles of physics.
- Develop problem-solving, decision-making, and critical thinking skills and apply them to develop an understanding of interactions in the physical world.
- Distinguish between scientific and non-scientific questions and methods and understand science as a process.
- Think logically and coherently about technical/scientific issues in order to understand the complex problems involved in science and engineering and to gain an appreciation for the global social and political impact of scientific endeavors.
- Use computers for word processing, data analysis, tutorials, simulations, and/or web-based research as appropriate for each course.

- For laboratory courses, demonstrate fundamental aptitudes in the proper use of mechanical, electrical, and/or other appropriate devices.

## Courses

### PHYS 109

#### Physics and the Arts

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: MATH 030 or MATH 032; ENGL 099 if required by English placement exam or if required by English level.*

A one semester course for non-science majors covering fundamental physics principles and their application to the fine and performing arts as well as theater technology situations.

### PHYS 110

#### Physics in Everyday Life

**4 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3; Citrus GE)**

**54 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Strongly recommended: MATH 030; ENGL 099 if required by English placement exam or if required by English level.*

A general physics course for non-majors that explores fundamental principles of the physical world, including kinematics, Newton's laws of motion, conservation laws, electromagnetism, waves, optics and modern physics. Special emphasis is given to the applicability of these principles to understand today's core science and technology issues and how everyday things work.

### PHYS 111

#### College Physics A

**4 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3; Citrus GE)**

**54 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): MATH 151 or higher.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A trigonometry-based physics course including mechanics, energy, matter, properties of materials, wave motion, and thermodynamics. This course is designed for architecture and liberal arts students who require or are interested in a physics course beyond algebra-based physics. This course is the first in a two-course sequence for students planning to enter medicine, dentistry, pharmacy, optometry, forestry, and (4 year) nursing. (Life Science majors who need calculus-based physics must also take PHYS 111C.)

### PHYS 111C

#### Physics for Life Sciences I Calculus Supplement

**1 Unit (AA/AS; CSU; UC)**

**18 lecture hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): PHYS 111 and MATH 190.*

Either can be taken concurrently. Application of calculus to topics covered in PHYS 111. This course is intended for students who require credit for a calculus-based physics for life science course.

### PHYS 112

#### College Physics B

**4 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3; Citrus GE)**

**54 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): PHYS 111.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The second of two trigonometry-based physics courses covering optics, electromagnetism and modern physics with an emphasis on how these concepts apply to biological systems. This course is designed for students planning to enter medicine, dentistry, pharmacy, optometry, forestry, and (4 year) nursing. (For transfer as a calculus-based physics course, students must take PHYS 112C.)

### PHYS 112C

#### Physics for Life Sciences II Calculus Supplement

**1 Unit (AA/AS; CSU; UC)**

**18 lecture hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): PHYS 112 and MATH 191.*

Either can be taken concurrently. Application of calculus to topics covered in PHYS 112. The course is intended for students who require credit for a calculus-based physics for life science course.

### PHYS 201

#### Physics A: Mechanics

**5 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3; Citrus GE)**

**72 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): MATH 190.*

Fundamental principles of mechanics, vectors, motion, work, energy, momentum, and rotational motion. Required for all majors in engineering, physics, chemistry, and some geology and mathematics majors.

### PHYS 202

#### Physics B: Thermodynamics and Electromagnetism

**5 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3; Citrus GE)**

**72 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): PHYS 201 and MATH 191.*

*Strongly recommended: MATH 210 as a pre- or co-requisite.*

Core topics include the laws of thermodynamics, kinetic theory, electrostatics, magnetism, DC and AC circuits, and Maxwell's equations. This course is part of a three-semester sequence and is required of all majors in engineering, physics, chemistry, and some geology and mathematics majors.

### PHYS 203

#### Physics C: Waves, Optics & Modern Physics

**5 Units (AA/AS; CSU; UC; IGETC 5A; IGETC 5C; CSUGE B1; CSUGE B3; Citrus GE)**

**72 lecture hours, 54 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): PHYS 201 and MATH 191; MATH 191 may be taken concurrently.*

Core topics are waves, optics and modern physics. This course is intended for students majoring in physical sciences and engineering and is part of a three-semester course.

**PHYS 220A****Introduction to Independent Research in Physics****1 Unit (AA/AS; CSU)****54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): Instructor approval is required prior to enrollment.**Strongly recommended: PHYS 201; ENGL 101 or ENGL 101H.*

An introductory course in research for students interested in physics-related research or projects. This course includes an introduction to research methods, directed reading, or other advanced study beyond the introductory physics level.

**PHYS 225****Team-Based Research in Physics I****1 Unit (AA/AS; CSU)****54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): PHYS 110 or PHYS 201 or concurrent enrollment for either.**Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

An introductory course in research for students participating in team based, physics-related research or projects. Topics include conducting a literature review, learning to be part of an effective research/design team and selecting feasible research ideas for implementation and outreach.

**PHYS 226****Team-Based Research Physics II****1 Unit (AA/AS; CSU)****54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): PHYS 201 or PHYS 220A or PHYS 225; MATH 151 or MATH 190 or higher.**Strongly recommended: ENGL 101 or ENGL 101H or higher.*

A second course in research for students participating in team based, physics-related research or projects. Topics include preparing and presenting a professional-style research proposal and the development of an experimental design to carry out the research.

## Programs

### Associate Degree

- ADT in Physics (p. 250)

## ADT in Physics

Physics, a natural science, is the scientific study of matter and energy and of the interaction between the two. This Associate Degree for Transfer in Physics (ADT) provides students with an understanding of the physical world, both conceptually and in the language of mathematics. The degree prepares students for pre-professional careers and for curriculum at four year institutions leading to a baccalaureate degree in areas such as physics, astrophysics, geophysics, mathematics, and engineering. Students who complete this degree will be guaranteed admission with junior status to the California State University system, and will be given priority admission to our local CSU campus.

## Requirements

Students receiving this transfer degree must meet the following requirements:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

**Required courses:**

PHYS 201	Physics A: Mechanics	5
PHYS 202	Physics B: Thermodynamics and Electromagnetism	5
PHYS 203	Physics C: Waves, Optics & Modern Physics	5
MATH 190	Calculus with Analytic Geometry I	4
MATH 191	Calculus with Analytic Geometry II	5
MATH 210	Calculus with Analytic Geometry III	5
Total Units		29

## Learning Outcomes

### A.S.-Transfer Degree Level Student Learning Outcomes

Students completing the Physics A.S.-Transfer Degree will:

1. Understand and apply fundamental physics principles conceptually and mathematically using the appropriate computational skills.
2. Distinguish between scientific and non-scientific questions and methods by critically analyzing scientific information.
3. Develop problem-solving, decision-making, and critical thinking skills and apply them in order to develop an understanding of interactions in the physical world.
4. Think logically and coherently about technical/scientific issues in order to understand the complex problems involved in science and engineering and to gain an appreciation for the global social and political impact of scientific endeavors.
5. Be adept at using computers for word processing, data acquisition and analysis, and/or web-based research as appropriate for each course. For laboratory courses, students will demonstrate fundamental aptitudes in the proper use of mechanical, electrical and/or other appropriate devices.

## Political Science

Political science, a social science, is the study of the processes, principles, and structure of government and political institutions, and the analysis of issues governments face in developing policies in the current domestic and global context. Political science contributes to an understanding of democracy that equips students to fulfill the obligations of citizenship.

Political science courses satisfy general education requirements for an associate degree, an associate degree for transfer in political science, an associate degree in social sciences with an emphasis in international relations, and lower division transfer requirements. The Honors Program includes POLI 103H American Government and Politics - Honors.

## Geography

Cultural geography is a study of the patterns of human occupation and land use over the earth's surface and their relationships with the natural environment with an emphasis on agricultural and industrial economics, settlement patterns, and population studies. Physical geography is a study of the physical surfaces of the earth including maps, seasons, weather, climate, soils, natural vegetation, internal and external geologic processes, land forms, and their relationships and distribution across the face of the earth.

The geography courses satisfy general education requirements for the associate degree, an associate degree in social sciences with an emphasis in geography, and lower division transfer.

## Faculty

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## Contact Information

### Division

Social and Behavioral Sciences

### Dean

Dr. Dana Hester

### Administrative Secretary

Gayle Allen

### Division Office

CI 120

### Division Phone Number

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### Email

politicalscience@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/poli>

## Learning Outcomes

This discipline prepares students to do the following:

- Utilize college-level articulation to judge different behavioral science research designs to develop communication skills needed for transfer level course work.
- Demonstrate analytical and critical analysis skills using college level vocabulary and writing skills for the purposes of successfully navigating a transferable level course.

- Demonstrate proficiency in analyzing numerical data in order to critique historical data and to gain perspective of the role of data in historical research and research methodology.
- Analyze basic concepts which have been embodied in the structure of governments and governmental systems to develop an understanding of the functions of governments.
- Analyze the forms of government in terms of civil and human rights as well as international relationships to develop an understanding of the impact of the political process on society.
- Identify and analyze the environmental, cultural, historical and social factors effecting the development of political systems today to develop an understanding of political systems.
- Demonstrate technological skills such as word processing, electronic messaging, and navigating through the Internet, synchronous and asynchronous discussions, electronic database research and/or other computer based assignments to improve technology skills necessary in a world that relies on increasing technology to gain information and as a means of communication.
- Identify and analyze the types of problems associated with political and economic development in society to develop an understanding of the study of political science.
- Analyze the political theorists and philosophies that have given rise to governmental systems to develop an understanding of the study of political science.

## Courses

### GEOG 102

#### Cultural Geography

**3 Units (AA/AS; CSU; UC; IGETC 4E; Citrus GE; CSUGE D5)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### GEOG 103

#### Introduction to Global Studies

**3 Units (AA/AS; CSU; UC)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An introduction to globalization and the cultural, political, and social issues facing the world. Structured around themes of class, labor, gender, urbanization, education, crime, migration, war/terrorism, equality, ethnicity, religion, population and health. The course will explore and analyze the connections between international development, international trade, climate change and environmental sustainability.

**GEOG 104****World Regional Geography****3 Units (AA/AS; CSU; UC)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The course explores the world by geographic regions and examines the variation of climate zones, topography, patterns of human settlement, resources, population, development and culture. Students experience cultural differences and analyze development patterns. The course allows students to research the impacts of globalization on human cultures and the environment.

**GEOG 105****Global Issues****3 Units (AA/AS; CSU; UC)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The course explores global perspectives on major issues and examines social, political and environmental movements and solutions to conflict. The course looks deeper into global culture, use of energy, changing cultural values and the struggle for equality or political stability and what progress and solutions have been made into the issues. Themes will include social justice, poverty, climate change, migration, depletion of fresh water, terrorism, capitalism and international trade.

**GEOG 118****Physical Geography****3 Units (AA/AS; CSU; UC; IGETC 5A; CSUGE B1; Citrus GE)****54 lecture hours****Equivalent to: ESCI 118****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

A survey of the basic elements of physical geography including maps, seasons, weather, climate, soils, natural vegetation, internal and external geologic processes, land forms, and their relationships and distribution across the face of the earth.

**POLI 103****American Government and Politics****3 Units (AA/AS; CSU; UC; IGETC 4H; Citrus GE; CSUGE D8)****54 lecture hours****Equivalent to: POLI 103H****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**POLI 103H****American Government and Politics - Honors****3 Units (AA/AS; CSU; UC; IGETC 4H; Citrus GE; CSUGE D8)****54 lecture hours****Equivalent to: POLI 103****Grade Mode: Standard Letter***Prerequisite(s): ENGL 099 or higher; Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.*

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 demonstrating strong critical thinking skills through analysis of social scientific literature and original research in a seminar style class format.

**POLI 104****Introduction to Political Science****3 Units (AA/AS; CSU; UC; IGETC 4H; Citrus GE; CSUGE D8)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**POLI 105****Comparative Politics****3 Units (AA/AS; CSU; UC; IGETC 4H; Citrus GE; CSUGE D8)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**POLI 108****Political Theory****3 Units (AA/AS; CSU; UC; IGETC 4H; Citrus GE; CSUGE D8)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 101 or ENGL 101H.*

This course traces the development of key concepts in political theory such as justice, democracy, liberty, equality, order, citizenship, sovereignty, power and revolution over the course of Western history to include the ancient, modern, and contemporary periods. The course traces the evolution of key political concepts through an examination of thinkers from these periods, including Aristotle, Machiavelli, Hobbes, Locke, Rousseau, Madison, Mill, Marx, and Arendt.

**POLI 116**  
**International Relations**  
**3 Units (AA/AS; CSU; UC; IGETC 4H; Citrus GE; CSUGE D8)**  
**54 lecture hours**  
**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An examination of basic theories of international relations and their relevance to contemporary world politics.

## Programs

### Associate Degrees

- ADT in Political Science (p. 253)
- A.A. in Social (<http://catalog.citruscollege.edu/disciplines/multidisciplinary/aa-liberal-arts-humanities>) Sciences (p. 212)

## ADT in Political Science

The goal of the Political Science Program at Citrus College is to prepare students to develop a fundamental understanding of the systematic study of theories, institutions, and processes related to the distribution of power and its use in the maintenance of order and promotion of equality and justice. The core courses in the Political Science major will introduce students to the fields in the discipline:

- Political Theory, which includes the study of major philosophic works related to power and politics;
- American Government, which studies institutions and linkage organizations that characterize government in the United States;
- Comparative Politics, which studies the political systems of other countries and exposure to the comparative method;
- International Relations, which analyzes phenomena related to the interaction between sovereign states and other actors in the international system.

The Associate in Arts in Political Science for Transfer degree (AA-T) prepares students to continue their education at a four-year institution leading to a baccalaureate degree. Successful completion of the transfer degree in Political Science guarantees the student acceptance to a local California State University. Students who complete this degree may also seek to continue their education at the University of California or other baccalaureate degree granting institutions, although admission is not guaranteed.

## Requirements

Students receiving this transfer degree must meet the following requirements:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).

- b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

### Required courses:

POLI 103	American Government and Politics	3
or POLI 103H	American Government and Politics - Honors	
POLI 105	Comparative Politics	3
POLI 108	Political Theory	3
POLI 116	International Relations	3

### Select two (2) of the following:

ANTH 210	Introduction to Cultural Anthropology	3
or ANTH 210H	Introduction to Cultural Anthropology - Honors	
ECON 101	Principles of Macroeconomics	3
or ECON 101H	Principles of Macroeconomics - Honors	
ECON 102	Principles of Microeconomics	3
GEOG 102	Cultural Geography	3
HIST 103	History of World Civilization up to 1500 C.E.	3
or HIST 103H	History of World Civilization up to 1500 C.E./Honors	
HIST 104	History of World Civilization since 1500	3
HIST 107	History of the United States before 1877	3
or HIST 107H	History of the United States before 1877 - Honors	
HIST 108	History of the United States since 1877	3
or HIST 108H	History of the United States since 1877 - Honors	
HIST 109	The World in Conflict - The 20th Century, a History	3
HUM 101	Humanities - Prehistory through the Medieval Period	3
or HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	
HUM 102	Humanities from the Renaissance through the 19th Century	3
HUM 110	Humanities in the Modern Period	3
PHIL 106	Introduction to Philosophy	3
or PHIL 106H	Introduction to Philosophy - Honors	
POLI 104	Introduction to Political Science	3

Total Units 18

## Learning Outcomes

### A.A.-Transfer Degree Level Student Learning Outcomes

Students completing the Political Science A.A.-Transfer Degree will:

1. Demonstrate an ability to write clearly and accurately about social scientific phenomena related to political science using collegiate level grammar, vocabulary, and logic.
2. Demonstrate an understanding of historical foundations, political institutions, and processes involved in the distribution and use of power in politics.

3. Demonstrate an understanding of the basic research methods, qualitative and quantitative, used in the study of political science as preparation for upper-division work.

## Psychology

Psychology is the scientific study of behavior and cognitive processes. Using the scientific method, this discipline examines thoughts, emotions, and behavior from biological and psychological perspectives. Courses in psychology satisfy general education requirements for an associate degree for transfer in psychology, and lower division transfer. The Honors Program includes PSY 101H Introduction to Psychology - Honors.

### Leadership Course

The program is unique in that one of its goals is to ensure the continuation of quality student representation in the participatory decision making efforts of the Citrus Community College District. The program seeks to instill within its students a practical sense of dynamics within an organization and some of the techniques that leaders utilize to enhance the effectiveness of the group as well as how to run meetings through the proper use of parliamentary procedure. In addition, the program places a heavy emphasis on self-knowledge based on reflection.

### Faculty

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### Contact Information

#### Division

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#### Dean

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#### Administrative Secretary

Gayle Allen

#### Division Office

CI 120

#### Division Phone Number

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#### Discipline Website

<http://www.citruscollege.edu/academics/programs/psy>

## Learning Outcomes

This discipline prepares students to do the following:

- Demonstrate analytical and critical analysis skills using college level vocabulary and writing skills for the purposes of successfully navigating a tble level course.
- Demonstrate proficiency in analyzing or manipulating numerical data in order to critique scientific study to gain perspective of the role of data in psychological research and research methodology.
- Analyze a variety of behavioral science research designs to develop critical analysis needed for transfer level coursework.
- Demonstrate analytic thinking by comparing and applying psychological theories to human behavior to relate classroom theory to real-world examples.
- Demonstrate proper use of basic word processing and computing skills through research, synchronous and asynchronous communication, and written essay to access information available only through technological means to improve technology skills necessary in a global environment.
- Explore issues of efficacy and self-exploration to benefit from the unique content of course work in psychology.

## Courses

### LEAD 103

#### Foundations of Leadership

**3 Units (AA/AS; CSU; UC; CSUGE E)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A survey of the foundational theories and applications of leadership. Leadership is examined from the individual to its applications in the team and organizational settings. Emphasis is placed on the development of the student as a leader. This course is required either as a corequisite or prerequisite to holding a leadership position in the campus' student government association.

### PSY 101

#### Introduction to Psychology

**3 Units (AA/AS; CSU; UC; IGETC 4I; Citrus GE; CSUGE D9)**

**54 lecture hours**

**Equivalent to: PSY 101H, PSY 201**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The course is an introduction to psychology as an empirical science involving a synthesis of theory and research within the domains of behavior, cognition and affect. Students are expected to work and participate using critical thinking skills, thoughtful analysis/synthesis of readings, presentations and discussions within the class environment.

**PSY 101H****Introduction to Psychology - Honors****3 Units (AA/AS; CSU; UC; IGETC 4I; Citrus GE; CSUGE D9)****54 lecture hours****Equivalent to: PSY 101****Grade Mode: Standard Letter***Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

The course is an introduction to psychology as an empirical science involving a synthesis of theory and research within the domains of behavior, cognition and affect. Students are expected to work and participate at an honors level which includes demonstrating strong critical thinking skills through analysis of social scientific literature and original research in a seminar style class format.

**PSY 102****Psychobiology****3 Units (AA/AS; CSU; UC; IGETC 5B; CSUGE B2; Citrus GE)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): PSY 101 or PSY 101H.**Strongly recommended: BIOL 104 or BIOL 105 or BIOL 105H; ENGL 101 or ENGL 101H.*

This course introduces the scientific study of the biological bases of behavior and its fundamental role in the neurosciences. Physiological, hormonal, and neurochemical mechanisms, and brain-behavior relationships underlying the psychological phenomena of sensation, perception, regulatory processes, emotion, learning, memory, and psychological disorders will be addressed. The course also notes historical scientific contributions and current research principles for studying brain-behavior relationships and mental processes. Ethical standards for human and animal research are discussed in the context of both invasive and non-invasive experimental research.

**PSY 103****Statistics for the Social and Behavioral Sciences****3 Units (AA/AS; CSU; IGETC 2A; UC; CSUGE B4; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): MATH 142 or MATH 150 or higher.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An elementary course in statistical concepts designed especially for students in the social and behavioral science areas. 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.

**PSY 110****Psychology of Religion****3 Units (AA/AS; CSU; UC; IGETC 4I; Citrus GE; CSUGE D9)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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 principles embedded in religion will be studied.

**PSY 203****Research Methods in Psychology****4 Units (AA/AS; CSU; IGETC 2A; UC; IGETC 4I; CSUGE D9)****54 lecture hours, 54 lab hours****Equivalent to: PSY 104****Grade Mode: Standard Letter***Prerequisite(s): PSY 101 or PSY 101H; PSY 103 or MATH 165.**Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**PSY 205****Developmental Psychology****3 Units (AA/AS; CSU; UC; IGETC 4I; Citrus GE; CSUGE D9)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**PSY 206****Child Growth and Development****3 Units (AA/AS; CSU; UC; IGETC 4I; Citrus GE; CSUGE D9; CSUGE E)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course examines major physical, psychosocial, and cognitive/ language developmental milestones as they pertain to the various ages and stages in a child's life from the prenatal development through adolescence. Practices of investigative research methodologies, caregiving, education, teaching, and parenting that derive from diverse cultural and theoretical perspectives will be analyzed. Students will learn to observe children, evaluate individual differences and analyze characteristics of development at various stages. Interactions between maturational and environmental factors will be explored.

**PSY 212****Psychological Disorders****3 Units (AA/AS; CSU; UC; IGETC 4I; Citrus GE; CSUGE D9)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): PSY 101 or PSY 101H.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course introduces the scientific study of psychopathology and atypical behaviors, broadly defined. Students investigate abnormal behavior from a variety of perspectives including biological, psychological, and sociocultural approaches. An integrative survey of theory and research in abnormal behavior, and intervention and prevention strategies for psychological disorders are also introduced.



**PSY 213****Survey of Drug and Alcohol Use in Society****3 Units (AA/AS; CSU; UC; Citrus GE; CSUGE E)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): PSY 101 or PSY 101H.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This survey course includes drug classification, drug physiology and psychopharmacology, theories of addiction, history and theories of treatment, dual diagnosis, drug testing and social policy, recovery and rehabilitation, and other related topics.

**PSY 220****Introduction to Social Psychology****3 Units (AA/AS; CSU; UC; IGETC 4I; Citrus GE; CSUGE D9)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**PSY 225****Psychology of Human Sexuality****3 Units (AA/AS; CSU; UC; IGETC 4I; Citrus GE; CSUGE D9; CSUGE E)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**PSY 226****Psychology of Women****3 Units (AA/AS; CSU; UC; IGETC 4I; Citrus GE; CSUGE D4; CSUGE D9)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

This course will examine theory and research on female development from birth to death, taking into consideration psychological, sociological and biological factors. Implications for personal and social change will be emphasized through critical analysis of contemporary gender issues, data and psychological theory.

## Programs

### Associate Degree

- ADT in Psychology (p. 256)

## ADT in Psychology

Psychology is defined as the scientific study of behavior. The Associate in Arts in Psychology for Transfer degree program (AA-T) allows students to utilize research methods; evaluate the credibility of research, theories, and applications; understand the core fields, paradigms and theories; apply psychological concepts, theoretical perspectives, empirical findings, and historical trends to questions and issues in personal

experience and contemporary society; recognize the complexity of social, cultural, and international diversity; and understand the ethical standards in academic and applied psychology.

This degree provides lower division preparation for students planning to transfer into Psychology programs. Students will take courses in psychology as well as related fields required for psychology majors. Students who complete this degree will be guaranteed admission with junior status to the California State University system, though not to a particular campus or major, and will be given priority admission to our local CSU campus.

## Requirements

**Students receiving this transfer degree must meet the following requirements:**

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

**Required courses:**

MATH 165	Introductory Statistics	4
PSY 101	Introduction to Psychology	3
	or PSY 101H Introduction to Psychology - Honors	
PSY 203	Research Methods in Psychology	4

**Select one (1) of the following courses:**

BIOL 105	General Biology	4
PSY 102	Psychobiology	3

**Select one (1) of the following courses:**

PSY 205	Developmental Psychology	3
PSY 206	Child Growth and Development	3

**Select one (1) of the following courses:**

ANTH 210	Introduction to Cultural Anthropology	3
ANTH 210H	Introduction to Cultural Anthropology - Honors	3
ANTH 212	Introduction to Physical Anthropology	3
MATH 190	Calculus with Analytic Geometry I	4
PSY 110	Psychology of Religion	3
PSY 212	Psychological Disorders	3
PSY 213	Survey of Drug and Alcohol Use in Society	3
PSY 220	Introduction to Social Psychology	3
PSY 225	Psychology of Human Sexuality	3
PSY 226	Psychology of Women	3
SOC 201	Introduction to Sociology	3

SOC 201H Introduction to Sociology - Honors

3

Total Units

20-22

## Learning Outcomes

This discipline prepares students to do the following:

- Describe and explain the fundamentals of street maintenance.
- Describe and explain the ability to read and interpret plans.
- Properly demonstrate a clear understanding of inspection records, duties, and job diary techniques.
- Demonstrate a clear understanding of codes and ordinances.
- Explain how to effectively use resources to administer infrastructure maintenance.
- Demonstrate knowledge of equipment and techniques used for street maintenance.
- Explain preventative methods and materials, emphasizing the importance of the need for longevity, in street construction and maintenance.

## Courses

### PUB 150

#### Introduction to Public Works

**3 Units (AA/AS)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

Basic course in street maintenance covering the materials utilized, equipment, and procedures. Additional topics include: street painting, sign programs, street sweeping, weed control, and watershed management.

### PUB 151

#### Street Construction and Maintenance

**3 Units (AA/AS)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: PUB 150; ENGL 099 if required by English placement exam or if required by English 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.

### PUB 154

#### Soils - Trenching and Grading

**3 Units (AA/AS)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

The course will cover the technology of soils as they are used in public works construction. This technology includes the identification and classification of soils, soil testing, and the application of these tests in the construction, maintenance, trenching and grading operations of public works projects.

## Learning Outcomes

### A.A.-Transfer Degree Level Student Learning Outcomes

Students completing the Psychology A.A.-Transfer Degree will:

1. Demonstrate analytical and critical analysis skills using college level vocabulary and writing skills.
2. Demonstrate proficiency in analyzing or manipulating numerical data in order to critique scientific study.
3. Analyze a variety of behavioral science research designs.
4. Demonstrate analytical thinking by comparing and applying psychological theories to human behavior.

## Public Works

Public Works, a career technical program, provides training for entry-level employment or advancement in public works occupations.

Job opportunities include:

- public works maintenance worker,
- arborist, and
- landscape or park management worker.

Upon completion of the courses in this discipline as well as the general education requirements, students may earn an associate degree in public works. Students may also earn certificates of achievement in Public Works: Maintenance Services or Public Works: Inspection, Supervision, and Management. In addition, several skill awards are available in public works.

## Contact Information

### Division

Career, Technical and Continuing Education

### Dean

Dr. Caroline Durdella (interim)

### Administrative Secretary

Lois Bottari

### Division Office

TE 147

### Division Phone Number

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### Email

publicworks@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/pub>

**PUB 155****Public Works Inspection****3 Units (AA/AS)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

A comprehensive course in public works inspection, including Portland cement concrete, asphaltic concrete, soils, base, and subgrade materials. Contracts, specifications, and plans will be covered. Utilities, including underground water, sewer, watershed management, and storm drains are 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 in course discussions. Surveying and staking will be reviewed with emphasis on inspection records, duties, and job diary techniques.

**PUB 156****Concrete Structures and Inspection****3 Units (AA/AS)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level; MATH 032 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.

**PUB 157****Asphalt and Portland Cement****3 Units (AA/AS)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**PUB 158****Municipal and Urban Tree Care****3 Units (AA/AS)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

A course in tree care for persons currently employed or seeking future employment in the public works or private landscape industry: tree anatomy, physiology, pruning, cabling, identification, root structure and its effects on infrastructure, soil management and irrigation are covered in detail. The course is designed to prepare students to pass the Tree Worker Certification and/or pass the certified arborist exam given by the Western Chapter, International Society of Arboriculture.

**PUB 159****Urban Forest Management Planning****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: Successful completion of Student Learning Outcomes from one or more Public Works classes.*

This course will guide students in developing an urban forest management plan. It is intended for those who manage populations of trees: municipalities, golf courses, educational institutions, public gardens, and property managers. Plans will be based on interdisciplinary activities that influence and are related to urban forest activities. Students will create a ready-to-use management plan and receive peer review.

**PUB 160****Public Administration****3 Units (AA/AS)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

A basic course covering the overview of local government functions; 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.

**PUB 161****California Occupational Safety and Health****3 Units (AA/AS)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**PUB 162****Traffic Control Standards, Practices, and Policies****3 Units (AA/AS)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English 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). Course is intended for public works personnel.

**PUB 163****Turf and Landscape Management****3 Units (AA/AS)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

This course prepares students to enhance the function and aesthetic value of public and private landscapes. Topics include planting, pruning, irrigation, soil fertility, turf, pest management, weed control, and landscape management business practices.

**PUB 164****Plan Interpretation and Cost Estimating****3 Units (AA/AS)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

A course in developing the ability to read and interpret plans and estimate time, material, labor, and equipment needed for public works projects.

**PUB 165****Environmental Management****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: PUB 150.*

This course is an overview of environmental issues in a municipal setting. Topics include water quality, watershed management, integrated waste management, air pollution control, regulatory compliance, sustainability, and related issues.

**PUB 166****Supervision in Public Works****3 Units (AA/AS)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

Fundamentals of supervision focusing on the public works industry. Topics to be covered include planning, communications, employee hiring, on-boarding, professional development, motivating employees, decision making, and disciplinary action.

## Programs

**Associate Degree**

- A.S. in Public Works (p. 259)

**Certificates of Achievement**

- Public Works: Inspection, Supervision, and Management (p. 259)
- Public Works: Maintenance Services (p. 260)

**Skill Awards**

- Greenscape Maintenance Technology (p. 260)
- Hardscape Maintenance Technology (p. 261)
- Public Works Inspection (p. 261)
- Public Works Supervision and Management (p. 261)

## A.S. in Public Works

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.

## Requirements

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

**Required courses:**

PUB 150	Introduction to Public Works	3
PUB 151	Street Construction and Maintenance	3
PUB 155	Public Works Inspection	3
PUB 157	Asphalt and Portland Cement	3
PUB 160	Public Administration	3
PUB 164	Plan Interpretation and Cost Estimating	3
PUB 166	Supervision in Public Works	3
Total Units		21

## Learning Outcomes

**A.S. Degree Level Student Learning Outcomes**

Students completing the Public Works A.S. Degree will:

1. Explain how to effectively use resources to administer infrastructure maintenance.
2. Describe and explain the fundamentals of street maintenance.
3. Demonstrate knowledge of equipment and techniques used for street maintenance.
4. Explain preventative methods and materials, emphasizing the importance of the need for longevity, in street construction and maintenance.
5. Properly demonstrate a clear understanding of inspection records, duties, and job diary techniques.
6. Describe and explain the ability to read and interpret plans.
7. Demonstrate a clear understanding of codes and ordinances.

## Certificate in Public Works: Inspection, Supervision, and Management

This certificate of achievement program is designed to prepare students for promotional positions in the public and private sectors of public works and street construction maintenance. Job opportunities include:

- public works inspector,
- public works maintenance lead worker,
- maintenance supervisor,
- street division supervisor,
- public works superintendent,
- and field operations manager positions.

Instruction in an overview for field personnel of the basic elements of the Public Works industry and an introduction to administrative responsibilities and planning is emphasized in the coursework.

## Requirements

**Complete the following courses in the Public Works Inspection skill award:**

MATH 142	Beginning and Intermediate Algebra II	5
or MATH 150	Intermediate Algebra	
PUB 155	Public Works Inspection	3

PUB 156	Concrete Structures and Inspection	3
PUB 161	California Occupational Safety and Health	3
<b>Complete the following courses in the Public Works Supervision and Management skill award:</b>		
ITIS 130	Microcomputer Applications I	4
PUB 160	Public Administration	3
PUB 164	Plan Interpretation and Cost Estimating	3
PUB 165	Environmental Management	3
PUB 166	Supervision in Public Works	3
<b>Plus complete the following:</b>		
PUB 159	Urban Forest Management Planning	3
Total Units		33

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Public Works: Inspection, Supervision, and Management Certificate of Achievement will:

1. Analyze the role municipal public works plays in local and state government and other regulatory agencies as defined by state statute and practice.
2. Calculate the costs and identify the most economical materials needed for a public works projects, according to current industry standards, annual budget constraints and city master plan.
3. Exhibit the necessary skills and behaviors expected of public works administration to make accountable decisions while managing and leading a diverse staff.
4. Evaluate and analyze roadways, walkways, structures and footings to specify materials and methods required for repair or new installation maintaining CAL-OSHA compliance, project budget, and contract documentation.

## Certificate in Public Works: Maintenance Services

This certificate of achievement program is designed to prepare students for entry-level and promotional positions in the public and private sectors of public works and street construction maintenance. Job opportunities include:

- public works and landscape maintenance worker,
- lead worker,
- and supervisory positions.

Instruction in an overview for field personnel of the basic elements of the public works and landscape industry is emphasized in the coursework.

## Requirements

**Complete the following courses in the Hardscape Maintenance Technology skill award:**

PUB 150	Introduction to Public Works	3
PUB 151	Street Construction and Maintenance	3

PUB 157	Asphalt and Portland Cement	3
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**Complete the following courses in the Greenscape Maintenance Technology skill award:**

PUB 158	Municipal and Urban Tree Care	3
PUB 163	Turf and Landscape Management	3
WATR 162	Water Use Efficiency I	3

**Plus complete the following:**

PUB 162	Traffic Control Standards, Practices, and Policies	3
Total Units		21

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Public Works: Maintenance Services Certificate of Achievement will:

1. Analyze and evaluate public and private hardscape structures and determine upgrades or preventative maintenance requirements necessary to ensure public safety, long-term budget strategy, aesthetics, and municipal code compliance.
2. Evaluate and analyze existing landscape and plan new greenscape installation as well as establish mow schedule, frequency of tree pruning, irrigation schedule, pest and weed abatement, fertilization schedule, and aeration to ensure cost savings and water conservation while maintaining an aesthetically pleasing landscape.

## Skill Award in Greenscape Maintenance Technology

This skill award program is designed to prepare students for entry-level and promotional positions in the public and private sectors of park and landscape maintenance. Job opportunities include:

- public works maintenance worker,
- arborist,
- urban forester,
- irrigation technician,
- landscape and park maintenance worker positions.

Instruction in tree pruning and care, plant identification, plant installation, plant care and pruning, pest identification and control, basic irrigation, and water conservation and management is emphasized in the course work.

**Required courses:**

PUB 158	Municipal and Urban Tree Care	3
PUB 163	Turf and Landscape Management	3
WATR 162	Water Use Efficiency I	3
Total Units		9

### Skill Award Level Student Learning Outcomes

Students completing the Greenscape Maintenance Technology Skill Award will:

1. Evaluate and analyze existing landscape and plan new greenscape installation as well as establish mow schedule, frequency of

tree pruning, irrigation schedule, pest and weed abatement, fertilization schedule, and aeration to ensure cost savings and water conservation while maintaining an aesthetically pleasing landscape.

## Skill Award in Hardscape Maintenance Technology

This skill award program is designed to prepare students for entry-level and promotional positions in the public and private sectors of public works and street construction maintenance. Job opportunities include:

- public works maintenance worker,
- lead worker,
- and supervisory positions.

Instruction in techniques, materials, and equipment used in public works, maintenance and repair projects, instruction on the recommended procedures, practices, and testing criteria used by the Asphalt Institute highlighting local city and county asphalt requirements and Portland cement concrete design and uses is emphasized in the coursework.

### Required courses:

PUB 150	Introduction to Public Works	3
PUB 151	Street Construction and Maintenance	3
PUB 157	Asphalt and Portland Cement	3
Total Units		9

### Skill Award Level Student Learning Outcomes

Students completing the Hardscape Maintenance Technology Skill Award will:

1. Analyze and evaluate public and private hardscape structures and determine upgrades or preventative maintenance requirements necessary to ensure public safety, long-term budget strategy, aesthetics, and municipal code compliance.

## Skill Award in Public Works Inspection

This skill award program is designed to prepare students for entry-level and promotional positions in the public and private sectors of public works and street construction and civil engineer type projects. Job opportunities include:

- public works inspector,
- public works maintenance worker,
- lead worker,
- and supervisory positions.

Instruction in an overview of the inspector's role and responsibilities; including Portland cement and asphaltic concrete, soils and trenching, base and subgrades, concrete footings, structural and reinforcing steel, Cal-OSHA requirements, inspection reporting, and recordkeeping is emphasized in the coursework.

### Required courses:

MATH 142 or MATH 150	Beginning and Intermediate Algebra II Intermediate Algebra	5
PUB 155	Public Works Inspection	3
PUB 156	Concrete Structures and Inspection	3
PUB 161	California Occupational Safety and Health	3
Total Units		14

### Skill Award Level Student Learning Outcomes

Students completing the Public Works Inspection Skill Award will:

1. Evaluate and analyze roadways, walkways, structures and footings to specify materials and methods required for repair or new installation maintaining CAL-OSHA compliance, project budget, and contract documentation.

## Skill Award in Public Works Supervision and Management

This skill award program is designed to prepare students for promotional positions in the public and private sectors of public works, street construction, and park and landscape maintenance. Job opportunities include:

- public works and park maintenance lead worker
- street and landscape maintenance supervisor
- street and park division supervisor
- public works superintendent
- park and field operations manager

Instruction in an overview for field personnel of the basic elements of supervision in public works, an introduction to administrative responsibilities and planning in public administration, cost estimations and finance, and how to properly manage environmental concerns in public works is emphasized in the coursework.

### Required courses:

ITIS 130	Microcomputer Applications I	4
PUB 160	Public Administration	3
PUB 164	Plan Interpretation and Cost Estimating	3
PUB 165	Environmental Management	3
PUB 166	Supervision in Public Works	3
Total Units		16

### Skill Award Level Student Learning Outcomes

Students completing the Public Works Supervision and Management Skill Award will:

1. Analyze the role municipal public works plays in local and state government and other regulatory agencies as defined by state statute and practice.
2. Calculate the costs and identify the most economical materials needed for public works projects, according to current industry standards, annual budget constraints and city master plan.

3. Exhibit the necessary skills and behaviors expected of public works administration to make accountable decisions while managing and leading a diverse staff.

3. Be able to describe and apply the real estate appraisal principles, including the three approaches in the appraisal process.

## Real Estate

The Real Estate Program encompasses an area of study that 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 works closely with various industry sectors and professional organizations.

The program offers a certificate of achievement and a skill award in real estate.

### Faculty

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Durfield, Timothy	LB 205	626-914-8850	tdurfield@citruscollege.edu
Ghidella, Richard	LB 205	626-857-4103	rghidella@citruscollege.edu

### Contact Information

**Division**  
Mathematics and Business

**Dean**  
Michael Wangler

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**Division Office**  
CI 208

**Division Phone Number**  
626-914-8792

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**Discipline Website**  
<http://www.citruscollege.edu/academics/programs/real>

## Courses

### REAL 210

#### Real Estate Principles

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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: contracts, economics, history, financing, deeds, leases, and partial preparation for California Real Estate Salesperson License Examination.

### REAL 212

#### Real Estate Practice

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: REAL 210; ENGL 099 if required by English placement exam or if required by English level.*

This course covers office procedures and practices in listing agreements, conflicts in agency, escrow, disclosures, and requirements for a real estate exchange.

### REAL 214

#### Real Estate Finance

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Principles of real estate finance are surveyed with particular emphasis on home financing. Included are instruments of real estate finance, source 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.

### REAL 216

#### Legal Aspects of Real Estate

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

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.

### REAL 218

#### Real Estate Appraisal

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Elementary appraising with emphasis on residential properties using the three basic methods of estimating property value. This course is required to obtain California Real Estate Broker License.

## Learning Outcomes

This discipline prepares students to do the following:

1. Be able to explain and calculate a real estate investment analysis and recognize the critical elements from the investor's viewpoint.
2. Be able to describe the critical elements of real estate financing, both residential and commercial (including both the primary and secondary mortgage markets).

**REAL 220****Real Estate Property Management****3 Units (AA/AS)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English exam or if required by English level.*

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.

**REAL 224****Escrow I****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English exam or if required by English level.*

Escrow procedure involving processing real estate sales, loan, and business escrows; drawing and processing of documents, title search, title reports, prorations, legal requirements, and closing procedures.

## Programs

### Certificate of Achievement

- Real Estate (p. 263)

### Skill Award

- Real Estate (p. 263)

## Certificate in Real Estate

This is an overall comprehensive program that will provide the student with the requirements needed to become a State of California Real Estate Broker. The program courses are designed to enable the student to reach his/her course requirements to qualify for the real estate broker license exam. The Real Estate Program encompasses an area of study which includes REAL 210 Real Estate Principles, REAL 212 Real Estate Practice, REAL 214 Real Estate Finance, REAL 216 Legal Aspects of Real Estate, REAL 218 Real Estate Appraisal, REAL 220 Real Estate Property Management, and REAL 224 Escrow I.

## Requirements

**Required courses:**

REAL 210	Real Estate Principles	3
REAL 212	Real Estate Practice	3
REAL 214	Real Estate Finance	3
REAL 216	Legal Aspects of Real Estate	3
REAL 218	Real Estate Appraisal	3
ACCT 100	Accounting	4
or ACCT 101	Financial Accounting	
or ACCT 101H	Financial Accounting/Honors	

**Select two (2) of the following courses:**

BUS 160	Business Law and the Legal Environment I	3
REAL 220	Real Estate Property Management	3

REAL 224	Escrow I	3
Total Units		25

Applicants for a real estate broker license examination must have successfully completed eight statutorily required college-level courses.

More information is available on the California Bureau of Real Estate webpage (<http://www.dre.ca.gov>).

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Real Estate Certificate of Achievement will:

1. Be able to explain and calculate a real estate investment analysis and recognize the critical elements from the investor's viewpoint.
2. Be able to describe the critical elements of real estate financing, both residential and commercial (including both the primary and secondary mortgage markets).
3. Be able to describe and apply the real estate appraisal principles, including the three approaches in the appraisal process.

## Skill Award in Real Estate

The Real Estate program at Citrus College is a very exciting, in-depth study of various areas of the real estate profession. All our courses are taught by experts in their chosen area in a student-oriented environment. Completion of the skill award will qualify a student to sit for the State of California real estate licensing exam. Courses are offered in the classroom or online.

**Required courses:**

BUS 160	Business Law and the Legal Environment I	3
REAL 210	Real Estate Principles	3
REAL 212	Real Estate Practice	3
Total Units		9

### Skill Award Level Student Learning Outcomes

Students completing the Real Estate Award will:

1. Meet the minimum qualifications to take and pass the California Department of Real Estate Exam.

## Recording Technology

This is a one-year audio recording program intended to teach the basics of how to engineer any kind of music, from hip-hop to classical to movie scenes.

The coursework prepares students for an associate degree or a certificate of achievement in recording technology.



## Faculty

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## Contact Information

### Division

Visual and Performin Arts

### Dean

Robert Slack

### Administrative Secretary

Autumn Esparza

### Division Office

VA 120

### Division Phone Number

626-914-8580

### Email

recording@citruscollege.edu

### Discipline Website

<https://www.citrusarts.org/recording>

## Learning Outcomes

This discipline prepares students to do the following:

- Communicate effectively using proper vocabulary in written and verbal form to facilitate the technical and creative outcomes of a product.
- Apply acoustic concepts and mathematical formulas to demonstrate understanding of wave theory, room acoustics, materials, and microphone and speaker placement.
- Demonstrate understanding of the fundamental principles of audio through developing critical.

## Courses

### REC 100

#### Survey of Entertainment Technology

4 Units (AA/AS; CSU)

72 lecture hours

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course is an introduction to conventional and online entertainment technology. Includes exploring the content and creation of recorded music, television, radio, live theatre, film, video and electronic gaming; lecture, demonstration, field trips and guest professionals; media creation.

### REC 102

#### Record Production Basics

4 Units (AA/AS; CSU)

36 lecture hours, 108 lab hours

Grade Mode: Standard Letter

This is a course in the study and implementation of production techniques for the music industry. Students will develop a selected project from an initial concept to a finished product.

### REC 103

#### Introduction to Audio Engineering

4 Units (AA/AS; CSU)

54 lecture hours, 54 lab hours

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course is an introduction to the current technology, terminology and techniques used in audio engineering for recorded music, video and online media. Includes the history of audio, basic audio electronics, microphones, consoles, computer-based production systems and related signal processors.

### REC 105

#### Fundamentals of Audio Technology

4 Units (AA/AS; CSU)

54 lecture hours, 72 lab hours

Grade Mode: Standard Letter

*Prerequisite(s): REC 100, 103, 140.*

This course is an introduction to audio technologies and recording techniques. Units include computer basics for audio production, the production console, microphones, digital recording systems, signal processing, studio techniques.

### REC 106

#### Introduction to Touring Technology

4 Units (AA/AS)

54 lecture hours, 54 lab hours

Grade Mode: Pass/No Pass, Standard Letter

A course designed for musicians to prepare concerts, touring for concerts and other special events with recording arts technology needs. Audio basics, lighting basics, communications, touring and safety are covered.

### REC 115

#### Recording Studio Workshop I

4 Units (AA/AS; CSU)

54 lecture hours, 72 lab hours

Grade Mode: Standard Letter

*Prerequisite(s): REC 100, 103, 140.*

This applied workshop course provides an introduction to basic audio hardware, software and recording techniques. Units include digital audio workstation set-up and operation, basic microphone techniques, software and hardware-based recording and mixing.

### REC 125

#### Digital Audio Technology I

3 Units (AA/AS; CSU)

54 lecture hours, 36 lab hours

Grade Mode: Standard Letter

*Prerequisite(s): REC 100, 103, 140.*

*Strongly recommended: SPCH 100 or have passed a Multiple Measures Skills assessment.*

This course is the study and implementation of MIDI technology in the audio recording industry. The course covers standard software sequencers, controllers, modules, soft-synths and applications of the technology in the industry.

**REC 135****Live Sound Reinforcement****4 Units (AA/AS; CSU)****54 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Co-Requisite(s): REC 105 or THEA 120.*

This course focuses on the essential elements of sound reinforcement: acoustics, sound equipment and mixing techniques. Major subject areas are acoustics, microphones, live sound consoles, speakers, placement, mixing and the cumulative effects to the final sonic product.

**REC 140****Music Theory for Engineers****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter**

An introductory course in music theory for the Recording Technology major. A study of the elements of music including melody, rhythm, chords, musical forms, and related concepts. Music notation, terminology and score reading are emphasized.

**REC 145****Critical Listening Skills for Engineers****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): REC 100, 103, 140, and have passed a Multiple Measures Skills assessment.**Co-Requisite(s): REC 105, 115, 125, 135.*

A course in aural skills development for recording engineers. This class will focus on 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.

**REC 205****Advanced Audio Technology****4 Units (AA/AS; CSU)****54 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): REC 105, 115, 125, 135, 145.**Co-Requisite(s): REC 215, 225, 235, 245.*

This course is an advanced study of new technologies and techniques in multi-track recording, editing and mixing, as well as surround recording and mixing for post-production.

**REC 215****Recording Studio Workshop II****4 Units (AA/AS; CSU)****54 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): REC 105, 115, 125, 135, 145.**Co-Requisite(s): REC 205, 225, 235, 245.*

This course is a project-based course intended to solidify the core principles of audio. Projects will include recording, mixing and mastering, post-production and surround mixing techniques.

**REC 225****Digital Audio Technology II****4 Units (AA/AS; CSU)****54 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): REC 105, 115, 125, 135, 145.**Co-Requisite(s): REC 205, 215, 235, 245.*

This course focuses on the detailed workings of digital audio workstations as a whole, and specifically on the ProTools platform. This is a detailed class in all aspects of digital audio inclusive of tracking, mixing, troubleshooting, and plug-ins.

**REC 235****Acoustics for Engineers****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): REC 105, 115, 125, 135, 145.**Co-Requisite(s): REC 205, 215, 225, 245.*

This course is a study of Acoustics principles and the physics of sound. It includes sound propagation, hearing and sound perception, room resonances, acoustic calculations, studio design and acoustical treatments.

**REC 245****Music Business/ Audio Careers****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): REC 105, 115, 125, 135, 145.**Co-Requisite(s): REC 205, 215, 225, 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.

**REC 255****Live Sound Workshop****4 Units (AA/AS; CSU)****54 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): REC 135.**Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

This course focuses on further concepts in sound reinforcement; mixing skills, system troubleshooting, sound system design for different types of venues, audio editing for live applications and live recording.

## Programs

**Associate Degree**

- A.S. in Recording Technology (p. 265)

**Certificate of Achievement**

- Audio Recording Technology (p. 266)

## A.S. in Recording Technology

The Recording Technology Degree Program is a hands-on, career education program which develops critical skills in audio engineering, live sound reinforcement, sound or film, television and gaming. The program

teaches the audio basics necessary to engineer any kind of music and sound, from rock concerts to classical recordings, movie scenes to video games. Acceptance into the Recording Technology Degree Program is by interview only.

## Requirements

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

### Required prerequisite courses:<sup>1</sup>

REC 100	Survey of Entertainment Technology	4
REC 103	Introduction to Audio Engineering	4
REC 140	Music Theory for Engineers	3

### Required audio courses:

REC 105	Fundamentals of Audio Technology	4
REC 115	Recording Studio Workshop I	4
REC 205	Advanced Audio Technology	4
REC 215	Recording Studio Workshop II	4

### Required digital audio courses:

REC 125	Digital Audio Technology I	3
REC 225	Digital Audio Technology II	4

### Other required courses:

REC 135	Live Sound Reinforcement	4
REC 145	Critical Listening Skills for Engineers	3
REC 235	Acoustics for Engineers	3
REC 245	Music Business/ Audio Careers	3

Total Units		47
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<sup>1</sup> Units do not count towards degree major preparation

## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Recording Technology A.S. Degree will:

1. Exhibit proficiency in technical operation, communication, and production in the recording studio.
2. Demonstrate proficiency in cross-platform computer operation and use of multiple software applications.
3. Successfully integrate as professionals into the entertainment industry by demonstrating competency in music business, acoustics, critical listening and live sound reinforcement.

## Certificate in Audio Recording Technology

This is a one year audio recording program intended to teach you the basics of how to engineer any kind of music, from hip-hop to classical to movie scenes.

## Requirements

### Required courses:

REC 105	Fundamentals of Audio Technology	4
REC 115	Recording Studio Workshop I	4
REC 125	Digital Audio Technology I	3
REC 135	Live Sound Reinforcement	4
REC 145	Critical Listening Skills for Engineers	3
REC 205	Advanced Audio Technology	4
REC 215	Recording Studio Workshop II	4
REC 225	Digital Audio Technology II	4
REC 235	Acoustics for Engineers	3
REC 245	Music Business/ Audio Careers	3
Total Units		36

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Audio Recording Technology Certificate of Achievement will:

1. Communicate effectively using proper vocabulary in written and verbal form to facilitate the technical and creative outcomes of a product.
2. Apply acoustic concepts and mathematical formulas to demonstrate understanding of wave theory, room acoustics, materials, and microphone and speaker placement.
3. Demonstrate understanding of the fundamental principles of audio through developing critical thinking, decision-making and problem solving skills by applying them to the studio, post-production and live sound environments.
4. Develop interpersonal skills, empathy, and respect for others by completing team projects in order to gain key skills expected of professionals in the field.
5. Demonstrate advanced computer competency by completing production assignments utilizing software- based production and editing systems.
6. Understand the technical, creative and interpersonal skills required by the entertainment industry through demonstrating thorough knowledge of digital audio workstations and all audio hardware as appropriate to each course.

## Registered Nursing

The registered nursing program prepares students to care for individuals, families, and communities so they may attain, maintain, or recover optimal health and quality of life. The program includes the dual emphasis of nursing theory and clinical practice of direct patient care. The program meets the training requirements identified by the California Board of Registered Nursing and qualifies students to take the licensure examination (NCLEX-RN). Upon successful completion of this examination, students are able to enter practice as a registered nurse. Additionally, completion of the Associate in Science Degree in Registered Nursing prepares students for transfer to a four-year institution to

study for a baccalaureate in nursing degree. Advanced placement in the program may be granted to students with prior vocational nursing experience or registered nursing education or their equivalent.

## Faculty

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## Contact Information

### Division

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### Dean

Salima Allahbachayo (Health Sciences Director)

### Administrative Secretary

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### Division Office

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### Discipline Website

<http://www.citruscollege.edu/academics/programs/adn>

## Courses

### RNRS 190

#### Foundations of Nursing

**4 Units (AA/AS)**

**36 lecture hours, 108 lab hours**

**Equivalent to: NRS 190**

**Grade Mode: Standard Letter**

*Prerequisite(s): Admission to the ADN program.*

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 in the skills lab and the clinical setting.

### RNRS 191

#### Introduction to Medical/Surgical Nursing I

**5 Units (AA/AS)**

**36 lecture hours, 162 lab hours**

**Equivalent to: NRS 191**

**Grade Mode: Standard Letter**

*Prerequisite(s): BIOL 200, 201 and 220 or equivalents and admission to the ADRN program.*

*Co-Requisite(s): RNRS 190 and 192.*

Introduction to Medical-Surgical Nursing I introduces the first year nursing student to concepts and practices as they relate to the non-critical patient in the medical-surgical environment. Through utilization of the nursing process, the student will recognize alterations in functioning or illness and formulate age-appropriate nursing interventions by utilizing the nursing process and critical thinking skills.

### RNRS 192

#### Pharmacology for Nurses

**2 Units (AA/AS)**

**36 lecture hours**

**Equivalent to: NRS 192**

**Grade Mode: Standard Letter**

*Prerequisite(s): BIOL 200, 201, 220 or equivalents and admission to the ADRN Program.*

*Co-Requisite(s): RNRS 190 and 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.

### RNRS 193

#### Pediatric Nursing

**3.5 Units (AA/AS)**

**36 lecture hours, 81 lab hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): RNRS 190, 191 and 192.*

*Co-Requisite(s): RNRS 194 and 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.

### RNRS 194

#### Obstetrics/Maternity Nursing

**3.5 Units (AA/AS)**

**36 lecture hours, 81 lab hours**

**Grade Mode: Standard Letter**

*Co-Requisite(s): RNRS 195.*

This course will enable the student to attain knowledge and skills necessary to provide safe, effective, culturally sensitive physiological care using the nursing process and family centered approach for childbearing 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.

**RNRS 195****Beginning Medical/Surgical Nursing II  
5 Units (AA/AS)****45 lecture hours, 135 lab hours****Grade Mode: Standard Letter***Prerequisite(s): RNRS 190, 191 and 192.**Co-Requisite(s): RNRS 193, 194.*

Medical Surgical Nursing II develops the first years 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.

**RNRS 200****Role Transitions: LVN to RN  
3 Units (AA/AS)****36 lecture hours, 54 lab hours****Equivalent to: NRS 200****Grade Mode: Standard Letter***Prerequisite(s): Current licensure in California as a Licensed Vocational Nurse; BIOL 200, BIOL 201 and BIOL 220.*

This course is designed to assist the LVN in transitioning from the LVN role to the expected role of the ADN student. Course content includes nursing process, critical thinking, therapeutic communication, delegation skills, physical assessment and legal/ethical concerns. The on-campus lab provides opportunity for students to validate nursing skill and practice new skills like physical assessment.

**RNRS 201****Medical-Surgical Nursing III  
5 Units (AA/AS)****45 lecture hours, 135 lab hours****Equivalent to: NRS 201****Grade Mode: Standard Letter***Prerequisite(s): RNRS 193, 194 and 195, or RNRS 200 and current standing as a LVN in California.*

This course examines the nursing care of selected individuals throughout the lifespan who are experiencing complex alterations in wellness involving multiple systems. 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.

**RNRS 203****Mental Health-Psychiatric Nursing  
3 Units (AA/AS)****27 lecture hours, 81 lab hours****Equivalent to: NRS 203****Grade Mode: Standard Letter***Prerequisite(s): RNRS 193, RNRS 194 and RNRS 195 or RNRS 200 and current standing as an LVN in California.**Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

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 promotion, 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.

**RNRS 251****Medical-Surgical Nursing IV  
6 Units (AA/AS)****54 lecture hours, 162 lab hours****Equivalent to: NRS 251****Grade Mode: Standard Letter***Prerequisite(s): RNRS 201 and RNRS 203.*

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.

**RNRS 252****Leadership for Professional Nursing Practice  
2 Units (AA/AS)****36 lecture hours****Equivalent to: NRS 252****Grade Mode: Standard Letter***Prerequisite(s): RNRS 201.*

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 RNRS 251.

**RNRS 290****Gerontological Nursing  
2 Units (AA/AS)****18 lecture hours, 54 lab hours****Equivalent to: NRS 290****Grade Mode: Standard Letter***Prerequisite(s): RNRS 201 and 203.*

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.

## Programs

### Associate Degree

- A.S. in Registered Nursing (p. 269)

## A.S. in Registered Nursing

The Citrus College Associate Degree Nursing (ADN) Program, leading to an Associate in Science Degree with a major in Nursing, is approved by the California Board of Registered Nursing (BRN). The purpose of the nursing program is to educate students for entry level registered nursing positions in a variety of multicultural health care settings within the community. The Program consists of course work in nursing, science, general education and clinical practice at local hospitals and health agencies. The graduate of this two-year program is eligible to take the National Council for Licensure Examination (NCLEX), and upon successful completion, become licensed as a Registered Nurse (RN) in the State of California. There are fees for obtaining licensure by examination or endorsement, interim permit, and biennial renewal. California law allows for the denial of registered nursing licensure on the basis of any prior convictions substantially related to nursing practice. More information can be obtained by visiting the BRN website (<http://www.rn.ca.gov/applicants/lic-faqs.shtml>).

The Citrus College ADN Program Philosophy is based upon the premise that students bring unique learning abilities, life experiences, goals, responsibilities and support systems to the educational experience. The philosophy of the Citrus College ADN Program supports and implements the Mission Statement of Citrus College. The program and faculty believe that a sound nursing education program is built on concepts relating to the individual, health and illness, the environment, and nursing, which includes nursing education and teaching and learning.

In-depth information about the program prerequisites, which are those requirements that must be completed prior to applying to the ADN Program, can be obtained by visiting the website (<http://www.citruscollege.edu/academics/programs/adn/Pages/default.aspx>), through Counseling, or by attending Nursing Information Workshops (posted on the website).

### Regarding Licensure

The BRN protects the consumer by screening applicants for licensure in order to identify potentially unsafe practitioners. The BRN may deny applications for interim permits, temporary licenses, and permanent licensure, if the applicant has been found guilty of dishonesty, fraud or deceit, felony child abuse, sex offender crimes, acts involving narcotics, dangerous drugs or devices, assault and/or battery, and other crimes. Applicants who have questions regarding limitations related to licensure should contact the BRN at (916) 322-3350 or access the BRN website (<http://www.rn.ca.gov>).

### Enrollment Process

Separate application must be made into the nursing program. All ADN applicants selected will be required to also apply to Citrus College. Several admission and progression options are available including the Generic Option, the Advanced Placement Option, and the 30-Unit Option. Specific information is available in the application packet, on the website, and at scheduled information workshops held by nursing counselors. Visit the website for application dates.

## Placement Options

1. **Generic Option** students are those who will complete the entire ADN Program at Citrus College. The application is submitted, and if qualified, cohort selection is made according to the current enrollment process. Students must also take the Testing of Essential Academic Skills, version VI (TEAS). Only TEAS tests taken at Citrus College will be accepted. The TEAS tests the prospective student's knowledge of basic math, English, reading and applicable science. Prospective students must score a minimum of 62% on the TEAS VI.
2. **Advanced Placement Option (LVN to RN)** students are those documented as Licensed Vocational Nurses in California, with documentation proof of one year of full-time experience. Students choosing this option must apply to the program, complete all program prerequisites and general education, degree and graduation requirements, pass the TEAS VI with a minimum of 62%, and complete RNRS 200 Role Transitions: LVN to RN with a C or better. Placement will then be into the third semester of the ADN Program.
3. **30-Unit Option** is available to California Licensed Vocational Nurses. The BRN regulation 1429(a) provides the option of completing 30 semester units in Nursing and related science courses in order to be eligible to take the RN licensure exam (NCLEX). 30-Unit Option placement will be made upon space availability. To qualify for this option, the applicant must:
  - a. Have a current California Vocational Nurse License (LVN)
  - b. Have previously completed Human Physiology, 4 or 5 units with a lab, and Microbiology, 4 or 5 units with a lab; both with a C or better. The application and placement policy for Advanced Placement also applies to this option (see item 2 above). Candidates completing this option are not graduates of Citrus College, will not be awarded a degree, but are eligible to take the NCLEX. The prospective student should be aware that they may not change their status as a 30 unit option RN with the BRN at any time after licensure. Individuals who become licensed as Registered Nurses using this option may not be eligible for licensure in states other than California and may have difficulty transferring to a BSN program even if degree requirements are completed. The program is approved by the California Board of Registered Nursing. They are not eligible to wear the Citrus College ADN Nursing pin nor graduate from the Associate Degree Program.
4. **Transfer students** are those who transfer nursing units to Citrus College from another college. The education code allows students to transfer only lower division units to a community college. Requests for transfer are evaluated on a case-by-case basis. Transfer placement will be made on a space available basis and is determined by the course content and number of nursing degree units completed. If the prospective student has earned a single non-progression grade (D or F), in a registered nursing program at another school, that non-progression grade will be considered the only allowable failure for that student. A single further non-progression grade will result in dismissal from the program, without the ability to return. Prospective students must score a minimum of 62% on the TEAS VI.
5. **Challenge students** are those students admitted to the ADN program with previous documented experience who may be allowed to challenge certain, specified content areas (Education Code, Section 5557537), Title 5 of the California Administrative Code.

After all prerequisites have been verified as complete, and there are more applicants than spaces available, selection will be based on the

enrollment criteria. Please contact the nursing counselors for further clarification of the enrollment process.

## Degree Awarded

Associate in Science, Nursing (ADN) – Requires degree applicable coursework including ADN Nursing Program Pre-requisites, Nursing General Education, ADN General Education for Associate Degree, and Nursing Option-specific coursework. All requirements must be completed with a grade of C or better to progress in the program, graduate with an ADN, and qualify for licensure through NCLEX.

## Prerequisites

### Generic and Advanced Placement (LVN to ADN) Program Prerequisites

All prerequisites must be complete prior to entry into the ADN Nursing Program.

#### ADN Nursing Program Prerequisites <sup>1</sup>

BIOL 200	Human Anatomy	4
BIOL 201	Human Physiology	4
BIOL 220	Microbiology	5
ENGL 101	Reading and Composition	3
or ENGL 101H	Reading and Composition - Honors	
Total Units		16

<sup>1</sup> Citrus College has required prerequisites in anatomy, physiology, and microbiology. Students who transfer completed science graduation requirements including anatomy, physiology and microbiology from another school not requiring chemistry and general biology as prerequisites will be granted science credit for graduation-see nursing counselor for additional information.

#### General Education Prerequisites

ANTH 210	Introduction to Cultural Anthropology	3
or ANTH 210H	Introduction to Cultural Anthropology - Honors	
or SOC 201	Introduction to Sociology	
or SOC 201H	Introduction to Sociology - Honors	
PSY 205	Developmental Psychology	3
SPCH 100	Interpersonal Communication	3
or SPCH 101	Public Address	
or SPCH 101H	Public Address - Honors	
Total Units		9

#### Additional Associate Degree Prerequisites

Arts - one (1) course from area	3
History or Political Science	3
Humanities - one (1) course from area	3
Kinesiology	3
Math <sup>2</sup>	5
Reading <sup>3</sup>	
Completion of ENGL 099 with a grade of "C" or better or passing the reading competency examination.	
Total Units	17

- <sup>1</sup> These requirements are waived for students who have a BA or BS from a regionally accredited institution in the United States.
- <sup>2</sup> Completion of Intermediate Algebra (MATH 142 or MATH 150) or any higher level math course with a grade of "C" or better and placement at the level of college algebra or higher on the math assessment test.
- <sup>3</sup> See Counselor for applicable courses.

### LVN to RN by 30 Unit Program Prerequisites <sup>1</sup>

BIOL 201	Human Physiology <sup>2</sup>	4
BIOL 220	Microbiology <sup>2</sup>	5
Total Units		9

- <sup>1</sup> All prerequisites must be complete prior to entry into the ADN Nursing Program
- <sup>2</sup> Physiology and Microbiology must be complete at time of application, no additional science classes will be required for any student applying for the 30 unit option. Students planning to take BIOL 201 and BIOL 220 at Citrus College need to meet prerequisite requirements for those classes. See counselor for details.

## Major Requirements

### Generic Option - Major Requirements <sup>1</sup>

Course	Title	Units
<b>ADN Year One</b>		
<b>First Semester</b>		
RNRS 190	Foundations of Nursing	4
RNRS 191	Introduction to Medical/Surgical Nursing I	5
RNRS 192	Pharmacology for Nurses	2
Units		11
<b>Second Semester</b>		
RNRS 193	Pediatric Nursing	3.5
RNRS 194	Obstetrics/Maternity Nursing	3.5
RNRS 195	Beginning Medical/Surgical Nursing II	5
Units		12
<b>ADN Year Two</b>		
<b>Third Semester</b>		
RNRS 201	Medical-Surgical Nursing III	5
RNRS 203	Mental Health-Psychiatric Nursing	3
Units		8
<b>Winter Intersession</b>		
RNRS 290	Gerontological Nursing	2
Units		2
<b>Fourth Semester</b>		
RNRS 252	Leadership for Professional Nursing Practice	2
RNRS 251	Medical-Surgical Nursing IV	6
Units		8
Total Units		41

- <sup>1</sup> The Board of Registered Nursing (BRN) requires these Nursing courses be completed to be eligible to take the RN licensing examination. All of these courses must be completed with a grade of "C" or better.

### LVN to RN Option and LV to RN by 30 Unit Option - Major Requirements <sup>1</sup>

Course	Title	Units
<b>Summer Intersession</b>		
RNRS 200	Role Transitions: LVN to RN	3
	Units	3
<b>Third Semester</b>		
RNRS 201	Medical-Surgical Nursing III	5
RNRS 203	Mental Health-Psychiatric Nursing	3
	Units	8
<b>Winter Intersession</b>		
RNRS 290	Gerontological Nursing	2
	Units	2
<b>Fourth Semester</b>		
RNRS 251	Medical-Surgical Nursing IV	6
RNRS 252	Leadership for Professional Nursing Practice	2
	Units	8
	Total Units	21

<sup>1</sup> The Board of Registered Nursing (BRN) requires these courses be completed to be eligible to take the licensing examination. All of these courses must be completed with a grade of "C" or better.

Degree Options	Total Nursing Program Units	Total Units Required	Degree Awarded?
Generic Option	41	83	Yes
LVN to RN Option	21	63	Yes
30 Unit Option	30	30	No

## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Registered Nursing A.S. Degree will:

1. Demonstrate caring behavior toward the client, significant other/s, peers and other members of the health care team, providing an environment that respects individual human rights, values and cultural and spiritual beliefs.
2. Apply critical thinking to formulate nursing diagnoses through observation of the client's physical condition and behavior, and through interpretation of information obtained from the client and others, including the health care team.
3. Formulate a care plan, from a holistic perspective, in collaboration with the client, which ensures that direct and indirect nursing care services provide for the client's safety, comfort, hygiene, and protection, and for disease prevention and restorative measures, taking into account the health-illness continuum.
4. Demonstrate safe, ethical care delivery across the lifespan that meets professional standards while performing skills essential to the kind of nursing action to be taken, taking into account client individuality, explaining the health treatment to the client and family and teaching the client and family how to care for the client's health needs.
5. Use sound clinical judgment to delegate tasks to subordinates based on both the legal scope of practice of the subordinates and on the preparation and capability needed in the tasks to be

delegated, and then to effectively supervise nursing care being given by subordinates.

6. Evaluate the effectiveness of the care plan through observation of the client's physical condition and behavior, signs and symptoms of illness, and reactions to treatment and through communication with the client and health team members, and then to modify the plan as needed.
7. Act as the client's advocate, as circumstances require by initiating action to promote, improve, maintain and restore health or to change decisions or activities which are against the interests or wishes of the client, and by giving the client the opportunity to make informed decisions about health care before it is provided.

## Sociology

Sociology is the systematic study of social interactions and societies. Sociologists examine group structure, social relationships, and how social processes shape human behavior. Courses in sociology satisfy general education requirements for the associate degree, an associate degree for transfer in sociology, an associate degree in social sciences with an emphasis in ethnic studies, and lower division transfer. The Honors Program includes one sociology course: SOC 201H Introduction to Sociology - Honors. The Sociology Program offers a transfer degree.

### Ethnic Studies

Ethnic studies is an interdisciplinary study of race and ethnicity in the United States. Courses in ethnic studies critically examine the experiences and perspectives of underrepresented populations within social, cultural and political dynamics such as racism, class, gender, sexuality, education, legal status, migration and globalization.

### Faculty

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## Contact Information

### Division

Social and Behavioral Sciences

### Dean

Dr. Dana Hester

### Administrative Secretary

Gayle Allen

### Division Office

CI 120

### Division Phone Number

626-914-8860

### Email

sociology@citruscollege.edu

### Discipline Website

<http://www.citruscollege.edu/academics/programs/soc>

## Learning Outcomes

This discipline prepares students to do the following:

- Communicate knowledge of sociological theory and social research in order to better understand and explain the social world.
- Develop an understanding of human behavior in the social context in order to understand the nature of human action.
- Identify the structure of groups, organizations, or societies in order to understand how the social structure influences social life.
- Apply sociological theory and research to evaluate culture, social patterns, social interaction, and human behavior.
- Employ sociological concepts to examine society and everyday life in order to acquire the conceptual tools needed to analyze the complexities of social life.
- Analyze the social interactions and relationships that shape beliefs and practices for the purposes of understanding how beliefs and practices are produced and reproduced.
- Analyze the patterns in society in order to understand the factors that shape society.
- Demonstrate an ability to think sociologically about social problems in order to understand the social forces that cause those problems.
- Develop an understanding of cultural, social and political views different from one's own by showing awareness of possible objections to one's own view.
- Recognize the factors that contribute to social stratification in order to explain how social inequality is produced and reproduced.

## Courses

### ETHN 101

#### Introduction to Ethnic Studies

**3 Units (AA/AS; CSU; UC; IGETC 4C; Citrus GE; CSUGE D3)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

This course is a historical and cultural survey of the major ethnic groups and ethnic group relations in the U.S. from the pre-Columbian period to the present.

### ETHN 116

#### Introduction to Chicano/Latino Studies

**3 Units (AA/AS; CSU; UC; IGETC 4C; Citrus GE; CSUGE D3)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

This course is an introductory survey of Chicano/Latino people in the United States; examining race, ethnicity, gender and sexuality, social class, history, politics, institutional discrimination, culture, migration and globalization, literature, and the arts.

### SOC 114

#### Marriage, Family, and Intimate Relations

**3 Units (AA/AS; CSU; UC; IGETC 4G; Citrus GE; CSUGE D7; CSUGE E)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A consideration of the sociological and psychological factors which influence present day marriages and relationships. Course includes seminar discussions oriented toward understanding these influences as they relate to the individual.

### SOC 118

#### Minorities in America

**3 Units (AA/AS; CSU; UC; IGETC 4J; Citrus GE; CSUGE D0; CSUGE D3)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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 between these groups and the dominate culture.

### SOC 201

#### Introduction to Sociology

**3 Units (AA/AS; CSU; UC; IGETC 4J; CSUGE D0)**

**54 lecture hours**

**Equivalent to: SOC 201H**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**SOC 201H****Introduction to Sociology - Honors****3 Units (AA/AS; CSU; UC; IGETC 4J; Citrus GE; CSUGE D0)****54 lecture hours****Equivalent to: SOC 201****Grade Mode: Standard Letter***Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a 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.

**SOC 202****Contemporary Social Problems****3 Units (AA/AS; CSU; UC; IGETC 4J; Citrus GE; CSUGE D0)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**SOC 220****Introduction to Gender****3 Units (AA/AS; CSU; UC; IGETC 4J; Citrus GE; CSUGE D0; CSUGE D7)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course is an introduction to the sociological analysis of gender in contemporary American society. It focuses on macro level analyses of how institutions shape gender and micro level analyses of how individuals are socialized and how they "do" and practice gender.

## Programs

**Associate Degrees**

- ADT in Sociology (p. 273)
- A.A. in Social Sciences (p. 212)

## ADT in Sociology

This Associate in Arts in Sociology for Transfer degree (AA-T) provides lower division preparation for students planning to transfer into sociology programs. Students will take courses in sociology as well as related fields required for sociology majors. Students who complete this degree will be guaranteed admission with junior status to the California State University system, though not to a particular campus or major, and will be given priority admission to our local CSU campus.

In addition to helping students meet general education and core requirements for transfer to an upper-level sociology program, these courses are designed to help students understand the structure, processes, and functions of society, the key theoretical approaches and insights that inform sociology, and the role of social theory and

research methods in understanding society. Further the program seeks to foster critical and systemic thinking and increase self-knowledge and awareness of the diversity of the human condition.

## Requirements

**Students receiving this transfer degree must meet the following requirements:**

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

**Required courses:**

SOC 201	Introduction to Sociology	3
or SOC 201H	Introduction to Sociology - Honors	

**Select two (2) of the following courses:**

MATH 165	Introductory Statistics	4
PSY 203	Research Methods in Psychology	4
SOC 202	Contemporary Social Problems	3

**Select two (2) of the following courses:**

ANTH 216	Sex and Gender in Cross Cultural Perspectives	3
or ANTH 216	Sex and Gender in a Cross Cultural Perspective - Honors	
PSY 220	Introduction to Social Psychology	3
SOC 114	Marriage, Family, and Intimate Relations	3
SOC 118	Minorities in America	3
SOC 220	Introduction to Gender	3

**Select one (1) of the following courses or any one (1) course not selected above:**

ANTH 210	Introduction to Cultural Anthropology	3
or ANTH 210	Introduction to Cultural Anthropology - Honors	
ANTH 212	Introduction to Physical Anthropology	3
ENGL 103	Composition and Critical Thinking	3
or ENGL 103	Composition and Critical Thinking - Honors	
PHIL 110	Philosophy/Logic	3
PSY 101	Introduction to Psychology	3

Total Units 19-21

## Learning Outcomes

**A.A.-Transfer Degree Level Student Learning Outcomes**

Students completing the Sociology A.A.-Transfer Degree will:

1. Communicate knowledge of sociological theory and social research in order to better understand and explain the social world.
2. Identify the structure of groups, organizations, and societies.
3. Employ sociological concepts to examine society in everyday life.
4. Be prepared for transfer.

## Speech Communication

Speech courses use both theory and practical experience to develop students' understanding of and skills in oral communication in its various forms and contexts. Included in the speech program are critical and analytical thinking skills, sensitivity to cultural diversity, and ethical communication.

Courses in speech satisfy general education requirements for the associate degree and lower division general education transfer requirements and can be used to fulfill some requirements for an associate degree major in language arts. Speech courses are also an integral part of the Associate in Arts in Communication Studies for Transfer degree, which focuses on the areas of public communication, small group communication, oral interpretation, and interpersonal communication.

### Faculty

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### Contact Information

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Language Arts and Library

**Dean**  
Dr. Gina Hogan

**Administrative Secretary**  
Cathy Day

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CI 217

**Division Phone Number**  
626-914-8856

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speech@citruscollege.edu

**Discipline Website**  
<http://www.citruscollege.edu/academics/programs/spch>

- Demonstrate college-level understanding of communication theory and its practical application by reading analytically and critically.
- Write in grammatically correct English with clarity and fluency.
- Listen actively and speak articulately.
- Adapt communication skills to a variety of audiences in a variety of contexts.
- Critically analyze communication issues.
- Exercise creativity in the presentation of speeches.
- Conduct college-level research and apply findings to support logical arguments.
- Communicate effectively within a diverse society.
- Understand the vital role of ethics in communication.

### GE for Transfer

Citrus College's Speech Communication courses are tailored to meet CSU general education (CSUGE) and IGETC requirements:

SPCH 100	Interpersonal Communication (CSUGE:A1)	3
SPCH 101	Public Address (CSUGE:A1 IGETC:1C)	3
SPCH 101H	Public Address - Honors (CSUGE:A1 IGETC:1C)	3
SPCH 103	Argumentation and Debate (CSUGE:A1,A3 IGETC:1C)	3
SPCH 106	Small Group Communication (CSUGE:A1)	3
SPCH 150	Intercultural Communication	3

### Courses

#### SPCH 100

##### Interpersonal Communication

**3 Units (AA/AS; CSU; CSUGE A1; Citrus GE)**

**54 lecture hours**

**Equivalent to: SPCH 107**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Introduction to interpersonal communication: verbal and non-verbal face-to-face interactions; understanding messages sent and received; awareness and resolutions of communication barriers.

#### SPCH 101

##### Public Address

**3 Units (AA/AS; IGETC 1C; CSU; UC; CSUGE A1; Citrus GE)**

**54 lecture hours**

**Equivalent to: SPCH 101H**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An introductory course in communication and speaking skills, including the selection, preparation, and delivery of speeches for various/diverse audiences and situations. The goal will be the achievement of ethical, purposeful, and effective public speaking.

### Learning Outcomes

This discipline prepares students to do the following:

**SPCH 101H****Public Address - Honors****3 Units (AA/AS; IGETC 1C; CSU; UC; CSUGE A1; Citrus GE)****54 lecture hours****Equivalent to: SPCH 101****Grade Mode: Standard Letter***Prerequisite(s): Student must be eligible for the Citrus College Honors Program or obtain a recommendation from an Honors instructor.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This is an honors introductory course in public speaking skills, including research, reasoning, organization, composition, presentation, and evaluation of informative and persuasive speeches for various audiences and situations. The goal will be the achievement of ethical, purposeful, and effective public speaking. Students are expected to work and participate at an honors level which includes strong critical thinking skills, thorough analysis of readings, presentation and leadership skills demonstrated through class participation/presentation, and service learning in the community.

**SPCH 103****Argumentation and Debate****3 Units (AA/AS; IGETC 1C; CSU; UC; CSUGE A1; CSUGE A3; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Basic theories, principles, and methods for various levels and forms of argumentation and debate. Preparation and presentation of practice debates on current issues.

**SPCH 106****Small Group Communication****3 Units (AA/AS; CSU; UC; CSUGE A1; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**SPCH 150****Intercultural Communication****3 Units (AA/AS; CSU; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Introduction to intercultural communication in domestic and/or global contexts. Influence of cultures, languages, and social patterns on how members of groups relate among themselves and with members of different ethnic and cultural groups. Theory and knowledge of effective communication within and between cultures. Appreciation and comparison of communication of diverse groups within the larger context of American culture.

## Programs

### Associate Degrees

- ADT in Communication Studies (p. 136)
- A.A. in Language Arts (p. 209)

## Theatre

The theatre arts discipline includes theoretical and practical courses in all aspects of theatre, providing preparation in acting, directing, and technical theatre through productions. Students take courses to prepare for transfer and/or for professional training. Performance and technical theatre opportunities are available to both majors and non-majors.

Courses satisfy general education requirements for the associate degree in transfer in theatre arts, the associate degrees in theatre arts and theatre arts with an acting emphasis, and lower division transfer.

### Faculty

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### Contact Information

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**Dean**

Robert Slack

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VA 120

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**Email**

theatre@citruscollege.edu

**Discipline Website**<https://www.citrusarts.org/theater>

## Learning Outcomes

This discipline prepares students to do the following:

- Convey artistic intentions through acting, directing, technical theatre and design with the successful completion of various applications of stylistic techniques.
- Display creative awareness of theatre through individual performance techniques.
- Exhibit perspective on historical and stylistic components of theatre.
- Demonstrate a functional knowledge of theatrical technology from the beginning through the intermediate level.
- Demonstrate a functional knowledge of theatrical techniques from the beginning through the intermediate level.
- Demonstrate competency in theatre performance skills and ability.

## Course Families

### Important Information About Theatre Arts Courses

Most theatre arts courses are now grouped together as course “families.” Students are allowed to take only four courses from each “family.” All grades received, including F, WD, and NC grades count towards the four courses.

The Theatre Arts course families are listed as follows.

#### Technique

THEA 201	Stage Acting I - Beginning	3
THEA 202	Stage Acting II - Intermediate	3
THEA 205	Stage Acting III - Intermediate/Advanced	3
THEA 206	Stage Acting IV - Advanced	3

#### Acting-Styles

THEA 284	Acting Shakespeare	3
THEA 292A	Special Techniques in Acting - Beginning	3
THEA 292B	Special Techniques in Acting - Intermediate	3

#### Film and Television

THEA 211A	Camera Acting I - Beginning	3
THEA 211B	Camera Acting II - Intermediate	3
THEA 211C	Camera Acting III - Intermediate/Advanced	3
THEA 211D	Camera Acting IV - Advanced	3

#### Directing

THEA 241A	Fundamentals of Stage Direction - Beginning	3
THEA 241B	Fundamentals of Stage Direction - Intermediate	3

#### Writing for Stage and Screen

THEA 204A	Stage and Screenwriting - Beginning	3
THEA 204B	Stage and Screenwriting - Intermediate	3
THEA 204C	Stage and Screenwriting - Intermediate/Advanced	3
THEA 204D	Stage and Screenwriting - Advanced	3

#### Theatre Production

THEA 210	Rehearsal and Performance in Production <sup>1</sup>	3
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#### Experimental Theatre

THEA 220	Rehearsal and Performance II	3
THEA 221	Theatre Practicum/Special Projects I - Physical Life	3
THEA 222	Theatre Practicum/Special Projects II - Storytelling	3
THEA 294	Shakespeare in Production	3

#### Touring and Repertory

THEA 250	Theatre Appreciation	3
THEA 290	Citrus Theatre Academy	3
THEA 291	Citrus Theatre Academy II	3
THEA 293A	Theatre for Young Audiences- Beginning	3
THEA 293B	Theatre for Young Audiences - Intermediate	3
THEA 296	Summer Concert Touring Production	3
THEA 297	Summer Concert Touring Production Practicum	4

<sup>1</sup> May be repeated.

## Courses

### THEA 101

#### Introduction to Theatre Arts

**3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### THEA 104A

#### Voice and Movement for the Actor I - Beginning

**3 Units (AA/AS; CSU; UC)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: THEA 201; ENGL 099 if required by English placement exam or if required by English level.*

A beginning 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.

### THEA 104B

#### Voice and Movement for the Actor II - Intermediate

**3 Units (AA/AS; CSU; UC)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): THEA 104A.*

An intermediate course in vocal anatomy, physiology and phonetics with a deeper exploration of how the voice and body work. A more detailed look at how the voice, body and text combine to create complex characters for performance.

### THEA 105A

#### Improvisation for the Theatre - Beginning

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 is required by English placement exam or if required by English level.*

A beginning course introducing the techniques of improvisation to enhance character development. Focus is on group expression, problem-solving, focus, imagination, concentration and spontaneity with and without dramatic text.

### THEA 105B

#### Improvisation for the Theatre - Intermediate

**3 Units (AA/AS; CSU)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): THEA 105A.*

An intermediate course using the techniques of improvisation to enhance character development. Focus is on deepening the concepts of group expression, problem-solving, focus, imagination, concentration and spontaneity with and without dramatic text in a variety of character genres.

**THEA 120****Introduction to Tech for Theatre, TV and Film****3 Units (AA/AS; CSU; UC)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An introduction to the technical areas of lighting, scenery, sound and costumes for theatre, film and television. Field trips include area theatres and studios.

**THEA 122****Stagecraft****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): THEA 120 or concurrent enrollment.*

Planning and constructing stage and television scenery. Use of tools and stage equipment. Work in the scenic lab for department productions is required.

**THEA 125****Technical Theatre Production****3 Units (AA/AS; CSU; UC)****36 lecture hours, 54 lab hours arranged****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A course in which students will gain practical experience while participating in a variety of productions in any of the following: construction crew, scenery crew, properties crew, costume crew, or running crew.

**THEA 126****Technical Theatre Technician****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): THEA 125.*

A course in which students will gain practical experience while participating in a variety of live theatre productions in any of the following: lighting crew, sound crew, or rigging and automation crew.

**THEA 127****Technical Theatre Crew Lead****3 Units (AA/AS)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): THEA 126.*

A course in which students will gain practical crew lead experience while participating in a variety of productions in any of the following: lighting crew lead, sound crew lead, running crew lead, or rigging and automation crew lead.

**THEA 130****Introduction to Theatrical Scenery****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours****Grade Mode: Standard Letter***Prerequisite(s): THEA 120.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A study of the equipment, software, processes and techniques used in planning and executing scenery for the stage.

**THEA 140****Introduction to Lighting for Theatre, Television and Film****3 Units (AA/AS; CSU; UC)****54 lecture hours, 36 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): THEA 120 or concurrent enrollment.**Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

A visual survey through field trips, lecture, video and computer of lighting design for theatre, television, film and concerts.

**THEA 145****Anatomy of Intelligent Lighting Instruments****3 Units (AA/AS; CSU)****54 lecture hours, 18 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): THEA 120 and THEA 140.*

The study, dissection and manipulation of intelligent lighting instruments and their use in various aspects of the entertainment field.

**THEA 150****Introduction to Intelligent Lighting Consoles****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): THEA 120 and THEA 140.*

The study, manipulation and application of intelligent lighting consoles and their use in various aspects of the entertainment field.

**THEA 160****Computer Aided Design for Theatre****4 Units (AA/AS; CSU)****54 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Strongly recommended: THEA 120.*

Entertainment design and technical production with an emphasis on the computer as a design and drafting tool. Applications include Vectorworks and Sketch-up.

**THEA 200****The Art of the Theatre****3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English 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.

**THEA 201****Stage Acting I - Beginning****3 Units (AA/AS; CSU; UC; CSUGE C1)****54 lecture hours, 36 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A beginning level performance class with an introduction to the Stanislavski Method of Acting. Provides a beginning in memorization, stage movement, vocal production and interpretation of text.

**THEA 202****Stage Acting II - Intermediate****3 Units (AA/AS; CSU; UC; CSUGE C1)****54 lecture hours, 26 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): THEA 201 or Audition.*

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. Students may perform in an Acting Showcase at semester's end.

**THEA 204****Stage and Screenwriting****3 Units (AA/AS; CSU)****54 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 101.*

Beginning playwrights and screenwriters discover the basic craft of creating scripts for stage, screen, and television. The class will concentrate on current work and/or ideas and examples will be drawn from scripts, videos, and films that have shaped our modern consciousness.

**THEA 204A****Stage and Screenwriting - Beginning****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours****Equivalent to: THEA 204****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 101 or ENGL 101H.*

Beginning playwrights and screenwriters discover the basic craft of creating scripts for stage, screen, and television. Focus is on short films and on writing Act I of a full-length play or screenplay.

**THEA 204B****Stage and Screenwriting - Intermediate****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): THEA 204A.*

A more detailed study of the fundamental techniques required in creating scripts for stage, screen and television. Focus is on short films and on writing Act II of a full-length play or screenplay.

**THEA 204C****Stage and Screenwriting - Intermediate/Advanced****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): THEA 204B.*

A further exploration of the skills developed in Stage and Screenwriting 204 A and B. Focus is on writing Act III of a full-length play or screenplay and creating a dramatic story with a fully realized beginning, middle and end.

**THEA 204D****Stage and Screenwriting - Advanced****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): THEA 204C.*

A deeper exploration of the skills developed in Stage and Screenwriting 204 A, B & C. Focus is on original script rewrites and an introduction to writing for Television.

**THEA 205****Stage Acting III - Intermediate/Advanced****3 Units (AA/AS; CSU; UC)****54 lecture hours, 36 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): THEA 202.*

An extension of the concepts as introduced in THEA 201 and 202. Creating roles through intensive scene and monologue study. Approaches to individual actor problems. Students may perform in an Acting Showcase at semester's end.

**THEA 206****Stage Acting IV - Advanced****3 Units (AA/AS; CSU; UC)****54 lecture hours, 36 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): THEA 205.*

An extension of the concepts as introduced in THEA 201, 202 and 205. A more detailed breakdown of the basic concepts in the Stanislavski System. A focus on creating more nuanced characterizations. Students will perform in an Acting Showcase at semester's end.

**THEA 210****Rehearsal and Performance in Production****3 Units (AA/AS; CSU; UC)****18 lecture hours, 108 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition.*

Participation in the production of a full length play for public performance. Productions will be entered into the American College Theatre Festival for adjudication and competition. This course may be taken four times.

**THEA 211A****Camera Acting I - Beginning****3 Units (AA/AS; CSU; UC)****54 lecture hours, 36 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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 non-verbal imagination work and movement for the camera; the structure of film and television settings; marketing strategies; green screen" performance and improvisation techniques.

**THEA 211B****Camera Acting II - Intermediate****3 Units (AA/AS; CSU; UC)****54 lecture hours, 36 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): THEA 211A.*

A more detailed 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 scripted monologues, blocking, memorization, basic audition techniques, voice-overs, ADR techniques and the concept of Continuity.

**THEA 211C****Camera Acting III - Intermediate/Advanced****3 Units (AA/AS; CSU; UC)****54 lecture hours, 36 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): THEA 211B.*

A build upon the skills developed in content introduced in Camera Acting I and II. A more intense and comprehensive introduction to specific performance, terminology, working in studio and on location front-of-camera experience. Skills addressed are given circumstances, casting/director workshops, and the division of labor on television and film sets.

**THEA 211D****Camera Acting IV - Advanced****3 Units (AA/AS; CSU; UC)****54 lecture hours, 36 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): THEA 211C.*

A build upon the skills developed in content introduced in Camera Acting I, II and III. An introduction to multi-camera situations - soap opera, sitcom and film. Group projects coordinating all the elements in a film and/or television setting.

**THEA 212****The Business of Acting****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course will offer students interested in a performance career the practical business and marketing tools needed to apply to their goals in the professional world of theatre, musical theatre, dance and film and television. Focus is on audition technique, securing an agent and/or manager, marketing to industry professionals and the development of successful headshots.

**THEA 220****Rehearsal and Performance II****3 Units (AA/AS; CSU; UC)****18 lecture hours, 108 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): THEA 210.*

Continued and more in-depth participation in the production of a full-length play for public performance. Content may include Devised Theatre and original works.

**THEA 221****Theatre Practicum/Special Projects I - Physical Life****3 Units (AA/AS; CSU; UC)****18 lecture hours, 108 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition.**Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

Methods and techniques of storytelling using a variety of scripted material to enhance and enrich characterization

**THEA 222****Theatre Practicum/Special Projects II - Storytelling****3 Units (AA/AS; CSU; UC)****18 lecture hours, 108 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): Audition.**Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Developing the actor's free and responsive body through character study. A personal in-depth approach to creating character from the external to the internal through improvisation and physical exercises.

**THEA 226****Concert Touring Technician****3 Units (AA/AS; CSU)****18 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): THEA 125.*

A course in which students will gain practical experience while participating in a variety of concert productions in any of the following: prep crew, load in crew, running crew, strike crew, lighting crew, or sound crew.

**THEA 227****Concert Touring Production****3 Units (AA/AS; CSU)****18 lecture hours, 108 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): THEA 226.*

A course in which students will gain practical experience while participating in a variety of concert touring productions in any of the following: assistant project coordinator, assistant lighting designer, audio assistant, or assistant master electrician.

**THEA 240****Introduction to Live Video Event Production****3 Units (AA/AS; CSU)****54 lecture hours, 18 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): THEA 120 or THEA 140.*

An introduction into multi-imaging; digital camera systems; high power video projection from LED scenic video and large screen displays to content delivery systems.

**THEA 241A****Fundamentals of Stage Direction - Beginning****3 Units (AA/AS; CSU; UC)****54 lecture hours, 26 lab hours****Equivalent to: THEA 241****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A beginning approach to the director's involvement in play analysis, casting, and rehearsal techniques leading to a performance. Students will receive practical experience in directing short scenes.



**THEA 241B****Fundamentals of Stage Direction - Intermediate****3 Units (AA/AS; CSU; UC)****54 lecture hours, 36 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): THEA 241A.*

An intermediate approach to the director's involvement in play analysis, casting, and rehearsal techniques leading to a performance. Students will explore character nuance, behavior shifts, rhythm, tempo and build upon staging techniques.

**THEA 245****Stage and Project Management for Theatre, TV and Film****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Prerequisite(s): THEA 120.*

A survey of stage management and project management exploring the relationship between the artistry and the execution of show production in the entertainment industry.

**THEA 250****Theatre Appreciation****3 Units (AA/AS; CSU; UC; Citrus GE)****36 lecture hours, 54 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

An introduction to methods of evaluating theatre in performance. Students will view and critique at least five plays per semester.

**THEA 255****Entertainment Production for Theme Parks and Themed Environments****2 Units (AA/AS)****36 lecture hours, 9 lab hours****Grade Mode: Standard Letter***Prerequisite(s): THEA 120.*

An in-depth look at how to produce and execute themed entertainment for corporate events/shows and other non-traditional theatrical venues.

**THEA 260****Introduction to Show Production Systems****3 Units (AA/AS; CSU)****54 lecture hours, 18 lab hours****Grade Mode: Standard Letter***Prerequisite(s): THEA 145, THEA 150, and THEA 160.**Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

The study of show production systems. The function and inter-relation of complete entertainment staging systems in a single environment including; physical staging systems, projection systems, truss systems, lighting rig, sound rig, computer and show control methods and rigging, power and distribution, crew and performer safety and access, trouble shooting and maintenance. Includes a study of the technical and design challenges posed by a variety of venues including theatre, theme parks, exhibit and trade shows, conventions, and cruise lines. College level reading strongly recommended.

**THEA 262****Rigging and Automation for Theatre and Live Events****2 Units (AA/AS)****36 lecture hours, 9 lab hours****Grade Mode: Standard Letter***Prerequisite(s): THEA 120.*

The theory and practice of scenery automation and stage rigging with emphasis on theatre venues and the design of systems for special production events.

**THEA 270****Introduction to Production Management****3 Units (AA/AS; CSU)****54 lecture hours, 18 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): THEA 120 or concurrent enrollment.*

A survey of production management, exploring the relationship between the artistry and the execution of show production in the entertainment industry.

**THEA 272****Introduction to Production Management Practicum****3 Units (AA/AS)****36 lecture hours, 54 lab hours arranged****Grade Mode: Standard Letter***Co-Requisite(s): THEA 270.*

A practicum course in support of THEA 270 Introduction to Production Management whose primary intention is to equip students with the knowledge necessary to pursue a career in the live entertainment field.

**THEA 274****Advanced Production Management****3 Units (AA/AS; CSU)****54 lecture hours, 18 lab hours arranged****Grade Mode: Standard Letter***Prerequisite(s): THEA 272.*

A deeper exploration of the concepts presented in THEA 270's Introduction to Production Management. Students will learn how to manage multiple live events simultaneously and gain valuable experience by working on real shows. In this course we will utilize Microsoft Office software to facilitate the development and management of live entertainment events.

**THEA 276****Advanced Production Management Practicum****3 Units (AA/AS)****36 lecture hours, 54 lab hours arranged****Grade Mode: Standard Letter***Co-Requisite(s): THEA 274.*

This course is designed for students to practice the skills acquired in Advanced Production Management to further equip students with the knowledge necessary to pursue a career in the live entertainment field.

**THEA 284****Acting Shakespeare****3 Units (AA/AS; CSU; UC)****54 lecture hours, 18 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

An exploration of Shakespeare's plays and poetry through scene study, monologues, rehearsal, and performance. This course aims to introduce a process and technique for analyzing play scripts and poetry for performance.

**THEA 290**

**Citrus Theatre Academy**  
**3 Units (AA/AS; CSU; UC)**

**18 lecture hours, 108 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): Audition.*

*Strongly recommended: ENGL 099 if required by English placement or if required by English level.*

Preparation, rehearsal and public performance of college sponsored productions in an organized summer theatre company. This course provides continuing development of acting, technical theatre and design skills for Citrus students. When appropriate, students have opportunities to work with outside professionals and learn the skills of an understudy. Participants selected by application and audition.

**THEA 291**

**Citrus Theatre Academy II**  
**3 Units (AA/AS; CSU; UC)**

**18 lecture hours, 108 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): THEA 290 and Audition.*

An extension of the concepts as introduced in THEA 290. Within an organized summer theatre company, a deeper investigation of character development will include material from a variety of genres. A more in-depth personal contact with outside professionals when appropriate and the possibility of performing if cast as an understudy will occur. Participants selected by audition into the course.

**THEA 292A**

**Special Techniques in Acting - Beginning**  
**3 Units (AA/AS; CSU; UC)**

**54 lecture hours, 26 lab hours**

**Equivalent to: THEA 292**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Students will begin to critically examine how the Stanislavski Method applies to various genres of theatrical literature. A fundamental examination of how social and cultural influences affect the playwright's choices will be analyzed through scenes and monologues.

**THEA 292B**

**Special Techniques in Acting - Intermediate**  
**3 Units (AA/AS; CSU; UC)**

**54 lecture hours, 36 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): THEA 292A or Audition.*

A more detailed approach in applying the Stanislavski Method to various genres of theatrical literature. A closer examination of how social influences affect the playwright's creative choices through scenes and monologues and short plays.

**THEA 293A**

**Theatre for Young Audiences- Beginning**  
**3 Units (AA/AS; CSU; UC)**

**54 lecture hours, 36 lab hours**

**Equivalent to: THEA 293**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099.*

A fundamental introduction to theatre for child audiences. Students are required to participate in a theatrical production for young audiences. Content includes an introduction to techniques towards leading creative dramatic workshops. Along with "on-campus" performances, the production may include a tour to local elementary schools. In-class and out-of-class rehearsals may be necessary to complete production.

**THEA 293B**

**Theatre for Young Audiences - Intermediate**  
**3 Units (AA/AS; CSU; UC)**

**54 lecture hours, 36 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): THEA 293A.*

An intermediate approach to theatre for child audiences. Students are required to participate in a theatrical production for young audiences. Content includes hands-on methods in leading creative dramatic workshops. Along with "on-campus" performances, the production may include a tour to local elementary schools. In-class and out-of-class rehearsals may be necessary to complete production.

**THEA 294**

**Shakespeare in Production**  
**3 Units (AA/AS; CSU)**

**54 lecture hours, 36 lab hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: THEA 284; ENGL 099 if required by English placement or if required by English level.*

Translating the Shakespearean text into an hour long performance adaptation. Students are required to participate in a theatrical production of a Shakespearean play for middle and high school students as well as public performance. In-class and out-of-class rehearsals may be necessary in order to complete production.

**THEA 295**

**Summer Concert Touring Production**  
**7 Units (AA/AS; CSU)**

**72 lecture hours, 162 lab hours arranged**

**Grade Mode: Standard Letter**

*Prerequisite(s): Interview.*

A course in the technical planning and execution of a live concert performance.

**THEA 296**

**Summer Concert Touring Production**  
**3 Units (AA/AS)**

**54 lecture hours**

**Grade Mode: Standard Letter**

*Prerequisite(s): Interview.*

A course in the technical planning and execution of a live concert performance.

**THEA 297****Summer Concert Touring Production Practicum****4 Units (AA/AS)****18 lecture hours****Grade Mode: Standard Letter***Prerequisite(s): Interview.*

A course in the technical execution of a live concert performance. 162 arranged hours.

**THEA 698C****Cooperative Education****3 Units (AA/AS)****180 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**THEA 699A****Cooperative Education****1 Unit (AA/AS)****75 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.

4. Meet the local area requirement of Kinesiology/Dance.

**Required courses:**

THEA 101	Introduction to Theatre Arts	3
THEA 120	Introduction to Tech for Theatre, TV and Film	3
THEA 201	Stage Acting I - Beginning	3

**Select one (1) of the following play performance courses:**

THEA 210	Rehearsal and Performance in Production	3
THEA 221	Theatre Practicum/Special Projects I - Physical Life	3

THEA 222	Theatre Practicum/Special Projects II - Storytelling	3
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THEA 293A	Theatre for Young Audiences- Beginning	3
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THEA 294	Shakespeare in Production	3
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**Select one (1) of the following play analysis courses:**

THEA 200	The Art of the Theatre	3
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THEA 204A	Stage and Screenwriting - Beginning	3
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THEA 241A	Fundamentals of Stage Direction - Beginning	3
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**Select one (1) of the following elective courses:**

THEA 130	Introduction to Theatrical Scenery	3
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THEA 140	Introduction to Lighting for Theatre, Television and Film	3
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THEA 202	Stage Acting II - Intermediate	3
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THEA 205	Stage Acting III - Intermediate/Advanced	3
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THEA 206	Stage Acting IV - Advanced	3
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THEA 211A	Camera Acting I - Beginning	3
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THEA 211B	Camera Acting II - Intermediate	3
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THEA 211C	Camera Acting III - Intermediate/Advanced	3
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THEA 211D	Camera Acting IV - Advanced	3
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THEA 245	Stage and Project Management for Theatre, TV and Film	3
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THEA 250	Theatre Appreciation	3
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THEA 270	Introduction to Production Management	3
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THEA 272	Introduction to Production Management Practicum	3
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THEA 276	Advanced Production Management Practicum	3
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THEA 284	Acting Shakespeare	3
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THEA 292A	Special Techniques in Acting - Beginning	3
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Total Units		18
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## Programs

### Associate Degrees

- ADT in Theatre Arts (p. 283)
- A.A. in Theatre Arts (p. 282)
- A.A. in Theatre Arts - Acting Emphasis (p. 283)

### Certificate of Achievement

- Emerging Theatre Technologies (p. 284)

## A.A. in Theatre Arts

This degree is a fundamental exploration in the area of theatre arts, highlighting acting, technical theatre / design, theatre history and play analysis.

## Requirements

### Students receiving this degree must meet the following requirements:

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.

## Learning Outcomes

### A.A. Degree Level Student Learning Outcomes

Students completing the Theatre Arts A.A. Degree will:

1. Demonstrate a fundamental knowledge in core theatre elements, including acting, technical theatre, and theatre history.
2. Demonstrate acting techniques in a performance setting.
3. Exhibit fundamental knowledge of play structure and analysis.
4. Explore various options in theatre doctrine to enhance the student's area of interest.

## A.A. in Theatre Arts - Acting Emphasis

This degree is a fundamental exploration in the area of theatre arts focusing on performance styles and acting techniques.

### Requirements

Students receiving this degree must meet the following requirements:

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

#### Required courses:

THEA 101	Introduction to Theatre Arts	3
THEA 120	Introduction to Tech for Theatre, TV and Film	3
THEA 202	Stage Acting II - Intermediate <sup>1</sup>	3

#### Select one (1) of the following play performance courses:

THEA 210	Rehearsal and Performance in Production	3
THEA 220	Rehearsal and Performance II	3
THEA 221	Theatre Practicum/Special Projects I - Physical Life	3
THEA 222	Theatre Practicum/Special Projects II - Storytelling	3

#### Select two (2) of the following acting techniques courses:

THEA 104A	Voice and Movement for the Actor I - Beginning	3
THEA 205	Stage Acting III - Intermediate/Advanced	3
THEA 206	Stage Acting IV - Advanced	3
THEA 211A	Camera Acting I - Beginning	3
THEA 211B	Camera Acting II - Intermediate	3
THEA 211C	Camera Acting III - Intermediate/Advanced	3
THEA 211D	Camera Acting IV - Advanced	3
THEA 284	Acting Shakespeare	3
THEA 292A	Special Techniques in Acting - Beginning	3

#### Select one (1) of the following specialty courses: <sup>2</sup>

THEA 241A	Fundamentals of Stage Direction - Beginning	3
THEA 293A	Theatre for Young Audiences- Beginning	3
THEA 294	Shakespeare in Production	3

Total Units	21
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<sup>1</sup> THEA 201 is a prerequisite for THEA 202.

<sup>2</sup> A course may be used only once to fulfill the degree requirements.

### Learning Outcomes

#### A.A. Degree Level Student Learning Outcomes

Students completing the Theatre Arts Acting Emphasis A.A. Degree will:

1. Demonstrate a fundamental knowledge in core theatre elements, including acting, technical theatre, and theatre history.
2. Demonstrate acting techniques in a performance setting.
3. Exhibit proficiency in acting styles and techniques.
4. Exhibit knowledge in a specialized theatrical area, such as directing, Shakespeare, and theatre for young audiences.

## ADT in Theatre Arts

The discipline of theatre arts includes theoretical and practical courses in all aspects of theatre, providing preparation in acting, directing, and technical theatre through productions. The degree program allows for a course of study that expands and increases creativity. It is a meaningful journey of personal discovery and self-expansion. It connects the study of script analysis to creating complex characters or theatrical designs. In addition, a solid foundation of fundamental skills learned through a variety of performance as well as technical theatre courses will help the student build confidence and emphasize the importance of responsibility, dedication, collaboration and commitment.

This degree provides lower division preparation for students planning to transfer into Theatre Arts programs. Students who complete this degree will be guaranteed admission with junior status to the California State University system, though not to a particular campus or major, and will be given priority admission to our local CSU campus.

### Requirements

Students receiving this transfer degree must meet the following requirements:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

#### Required courses:

THEA 101	Introduction to Theatre Arts	3
THEA 201	Stage Acting I - Beginning	3
THEA 125	Technical Theatre Production	3
or THEA 210	Rehearsal and Performance in Production	

#### Select three (3) of the following courses: <sup>1</sup>

THEA 120	Introduction to Tech for Theatre, TV and Film	3
THEA 122	Stagecraft	3
THEA 125	Technical Theatre Production	3
THEA 140	Introduction to Lighting for Theatre, Television and Film	3
THEA 200	The Art of the Theatre	3

THEA 202	Stage Acting II - Intermediate	3
THEA 210	Rehearsal and Performance in Production	3
Total Units		18

<sup>1</sup> A course may be used only once to fulfill the degree requirements.

## Learning Outcomes

### A.A.-Transfer Degree Level Student Learning Outcomes

Students completing the Theatre Arts A.A.-Transfer Degree will:

1. Demonstrate acting techniques in a performance setting.
2. Exhibit fundamental knowledge of play structure and analysis.
3. Demonstrate a fundamental knowledge in core theatre elements, including acting, technical theatre, and theatre history.

## Certificate in Emerging Theatre Technologies

The Emerging Theatre Technologies (ETT) program is a hands-on, career education program, which develops critical skills in stage lighting, live sound reinforcement, stage technology, live event video and project management. ETT provides both introductory and specific hands-on experience in multiple specialized technical production areas that include theatre, concert touring, theme parks, television and film.

## Requirements

### Fall Semester 1 - Prerequisites:

THEA 120	Introduction to Tech for Theatre, TV and Film	3
THEA 125	Technical Theatre Production	3
THEA 140	Introduction to Lighting for Theatre, Television and Film	3
REC 135	Live Sound Reinforcement	4

### Spring Semester 1 - Required courses:

THEA 126	Technical Theatre Technician	3
or THEA 226	Concert Touring Technician	
THEA 145	Anatomy of Intelligent Lighting Instruments	3
THEA 150	Introduction to Intelligent Lighting Consoles	3
THEA 240	Introduction to Live Video Event Production	3
REC 255	Live Sound Workshop	4

### Summer Semester 1 - Required course:

THEA 160	Computer Aided Design for Theatre	4
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### Fall Semester 2 - Required courses:

THEA 127	Technical Theatre Crew Lead	3
or THEA 227	Concert Touring Production	
THEA 245	Stage and Project Management for Theatre, TV and Film	3
THEA 255	Entertainment Production for Theme Parks and Themed Environments	2
THEA 262	Rigging and Automation for Theatre and Live Events	2

Total Units		43
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## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Emerging Theatre Technologies Certificate of Achievement will:

1. Increase their ability to speak articulately and listen actively by attending various performance classes and productions, as well as having interactions with faculty and students from other disciplines.
2. Develop and expand writing skills to broaden communication abilities.
3. Become proficient in technical theatre and computer-aided design (CAD) through in-class utilization of appropriate design software, to gain the ability to make creative and analytical decisions throughout.
4. Investigate their personal skill set through research projects, practicum, progressive classroom assignments and varied rehearsal techniques in order to create, evaluate and execute realistic goals.
5. Develop a variety of learning strategies through an introduction to various theatrical styles and techniques presented by outside professionals and adjunct professors to increase educational flexibility.
6. Interact with audiences of all ages and backgrounds through touring, public, and outreach performances, to internalize the importance of strong community relationships, citizenship and integrity.

## Visual Arts

Art includes the study of art history and appreciation as well as theoretical and skills-based courses in traditional artistic expression and new-genre digital arts. Areas of study include:

- Visual arts, which focuses on painting, drawing, design, and ceramics; Drawing and painting often lead to transfer or become fundamental training necessary for commercial art vocational pathways. Ceramics is collaborating with tile companies to develop a custom tile design and manufacturing program;
- Commercial art which prepares students for entry-level positions as graphic, digital, or web designers with an emphasis on the use of a computer as a tool to implement the basic principles of design composition, layout, and typography.

Courses in art satisfy general education requirements for: the associate degrees in visual arts, liberal arts - humanities, and digital and web design; the associate degree for transfers in art history or studio arts; and lower division transfer. Students may earn certificates of achievement in ceramics or digital and web design.

## Photography

The Photography program is a digitally-based program designed to educate students in the technical, aesthetic, conceptual and ethical aspects of image production. The primary goal of the program is to provide a safe and challenging environment for students to produce a professional image portfolio for the purpose of gaining employment within the industry and/or acceptance into an advanced photography degree program. Completion of the program results in an associate in science degree or a certificate of achievement in photography. Curriculum offerings explore diverse photographic genres and include

topics such as studio lighting, drone photography, image manipulation and the business of photography.

## Faculty

Name	Office Room Number	Phone	Email
Besancon, Cathrine	VA 126	626-857-4118	cbesancon@citruscollege.edu
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Jackson, Matt	VA 209	626-914-8527	mjackson@citruscollege.edu
Keller Konya, Amanda	VA 235	626-857-4119	akonya@citruscollege.edu
Rachford, Maryann	VA 333	626-914-8744	mrachford@citruscollege.edu

## Contact Information

### Division

Visual and Performing Arts

### Dean

Robert Slack

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<https://www.citrusarts.org/visual-arts>

## Learning Outcomes

These disciplines prepare students to do the following:

### Visual Arts

- Utilize proper vocabulary in the study and discussion of visual arts and art history in order to prepare for advanced study in visual arts and art history and university transfer.
- Analyze, create, notate and perform examples in a variety of styles within a studio environment for the advancement and perfection of skills that are required in order to prepare for advanced study in visual arts and art history, university transfer and performance (music industry) and university transfer.
- Research, identify, and evaluate historical periods in art history for a heightened awareness of human expression.
- Prepare for the rigors of research required by a four-year institution through research assignments, slide identification, and museum papers.
- Recognize how society world views influence visual arts and art history traditions in order to demonstrate an individual's ability to

draw conclusions based upon philosophical considerations and an understanding of how one can influence his/her immediate community, increase awareness of one's personal impact upon that community, and the documentation of findings.

- Implement current computer software as tools to further the creation of art and utilization of the Internet as a research and broadcast vehicle for the reinforcement, development, application and/or improvement of computer related and research skills.
- Demonstrate competency in all levels of visual arts and art history from introductory to advanced.

## Photography

- Produce a variety of projects utilizing basic photographic knowledge in digital formats.
- Demonstrate computer proficiency in specialized programs related to photography.
- Create, design and produce photographic images with specific attention to concept, technique and aesthetics for commercial or fine art application.
- Understand the difference between commercial and fine art or conceptual practices, and determine when each approach is applicable or when these genres may overlap.
- Review, analyze and critique personal work, the work of peers and professional work both verbally and written, through critique and self-reflection.
- Acquire an appreciation of diverse perspectives dealing with art and culture through viewing, discussing and evaluating imagery.
- Demonstrate and practice the proper and safe use of studio lighting equipment for commercial image production.
- Utilize photographic techniques for creative application in publication.
- Review, analyze, and critique real world photojournalistic ethical violations.

## Course Families

### Important Information About Art Course Descriptions

Most art courses are now grouped together as course "families." Students are allowed to take only four courses from each "family." All grades received, including F, WD, and NC grades count towards the four courses.

The art course families are listed as follows:

#### Fundamentals

ART 110	Introduction to the Visual Arts	3
ART 111	Beginning Drawing	3
ART 130	Beginning Painting	3
ART 140	Beginning Ceramics	3
ART 143	Ceramic Handbuilding	3

#### Ceramics

ART 141	Intermediate Ceramics	3
ART 142	Experimental Ceramics	3
ART 240	Advanced Ceramics I	3
ART 241	Advanced Ceramics II	3

#### Design

ART 120	Two-Dimensional Design	3
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ART 121	Three-Dimensional Design	3
ART 145	Ceramic Design and Decoration	3
ART 149	Studio Problems in Ceramics	1
<b>Sculpture</b>		
ART 180	Beginning Clay Sculpture	3
ART 181	Intermediate Clay Sculpture	3
ART 182	Advanced Clay Sculpture I	3
ART 183	Advanced Clay Sculpture II	3
ART 184	Sculpture and Metalwork	3
<b>Drawing Family</b>		
ART 112	Intermediate Drawing	3
ART 115	Figure Drawing I	3
ART 116	Figure Drawing II	3
ART 131	Intermediate Painting	3
ART 131A	Intermediate Painting: Urban Art	3
ART 230	Advanced Painting	3
<b>Graphic Design</b>		
ART 150	Computer Art Basics	3
ART 158	Commercial Graphic Design	3
ART 159	Introduction to Typography	3
ART 189	Art Portfolio and Resume Production	3
<b>Digital Art</b>		
ART 153	Digital Media Productions I	3
ART 162	Computer Graphics I	3
ART 167	Web Design I	3
ART 168	Animation I	3
<b>Advanced Digital Art</b>		
ART 253	Digital Media Production II	3
ART 267	Web Design II	3
ART 268	Animation II	3
<b>Commercial Ceramics</b>		
ART 146	Ceramics: Tile and Mosaic	3

## Courses

### ART 100

#### Art History and Appreciation - Fundamentals

3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1)

54 lecture hours

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A study of the basic art principles and elements and how they are applied to art forms from prehistoric times to the present.

### ART 100A

#### Survey of Western Art from Prehistory through the Middle Ages

3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)

54 lecture hours

Grade Mode: Standard Letter

This course provides an overview of western art and architecture from prehistory through the medieval period.

### ART 100B

#### Survey of Western Art from Renaissance to Contemporary

3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)

54 lecture hours

Grade Mode: Standard Letter

This course provides an overview of art and architecture from the Renaissance to the Contemporary period.

### ART 101

#### Art History and Appreciation-Ancient

3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)

54 lecture hours

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### ART 102

#### Art History and Appreciation - Medieval

3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)

54 lecture hours

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

### ART 103

#### Art History and Appreciation - Renaissance to Rococo

3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)

54 lecture hours

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course covers the history of western art from the early Renaissance through the Rococo period. This course is concerned with both the history of art and the fundamentals of the appreciation of art.

### ART 104

#### Art History and Appreciation - 19th Century Art

3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)

54 lecture hours

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course covers the history and fundamental appreciation of western art from the French Revolution to c. 1900 A.D.

### ART 105

#### Art History and Appreciation - Early 20th Century Art

3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)

54 lecture hours

Grade Mode: Standard Letter

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

This course covers the history of western art from the late 19th century to mid 20th century. The course is concerned with the fundamentals of art appreciation as well as the history of our times.

**ART 110****Introduction to the Visual Arts****3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**ART 111****Beginning Drawing****3 Units (AA/AS; CSU; UC; CSUGE C1)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

A basic course in drawing and composition to develop a student's ability to perceive and define shape, mass, contour, volume, space and light, using a variety of media and subject matter. This course is required of all art majors.

**ART 112****Intermediate Drawing****3 Units (AA/AS; CSU; UC; CSUGE C1)****Grade Mode: Standard Letter***Prerequisite(s): 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.

**ART 115****Figure Drawing I****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Equivalent to: ART 215****Grade Mode: Pass/No Pass, Standard Letter**

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 live model.

**ART 116****Figure Drawing II****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Equivalent to: ART 216****Grade Mode: Standard Letter***Prerequisite(s): ART 115.*

A continuation of the structural study of the figure with emphasis on the exploration of expressive concepts, media, and techniques. Included will be reading for historical, theoretical, and aesthetic application to class material.

**ART 120****Two-Dimensional Design****3 Units (AA/AS; CSU; UC)****72 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

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,

**ART 121****Three-Dimensional Design****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Pass/No Pass, Standard Letter**

Experiments involving the design elements and principles in the creation of three-dimensional form and spatial relationships. Critical evaluation of designs for aesthetic, technical, and theoretical concerns. Required of all art majors. Material fee.

**ART 127****Display and Exhibition Design****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter**

Explores concepts and hands-on applications of the curatorial processes, gallery operations and gallery management skills. Examines the professional side of the arts, emphasizing contemporary art, theories, practices and media.

**ART 130****Beginning Painting****3 Units (AA/AS; CSU; UC; CSUGE C1)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter**

An objective approach to form, space, and color concepts using oil or acrylic paint. Includes critical examination of paintings for technical and aesthetic concerns, content, and historical/cultural influences.

**ART 131****Intermediate Painting****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): ART 130.*

Development of expressive painting concepts and techniques in oil and acrylic, with emphasis on historical, theoretical, and cultural meanings. Standard painting media.

**ART 131A****Intermediate Painting: Urban Art****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): ART 130.*

Development of expressive painting concepts and techniques in traditional oil and acrylic paint as well as Urban Art specific tools: aerosol paint, stencils, markers, stickers. Emphasis on historical, theoretical and cultural meaning of Urban Art in the discussion and the creation of art.

**ART 140****Beginning Ceramics****3 Units (AA/AS; CSU; UC; CSUGE C1)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter**

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. Material fee.



**ART 141****Intermediate Ceramics****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): ART 140.*

This course further develops basic pottery skills by introducing new forms on the potter's wheel and additional decorating and glazing techniques. Material fee.

**ART 142****Experimental Ceramics****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter**

A course for beginning to advanced students to explore the creative possibilities of clay in a workshop setting. Individual projects using hand building or the potter's wheel will be used to create sculpture or pottery. Material fee.

**ART 143****Ceramic Handbuilding****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter**

This course is an introduction to ceramic handbuilding techniques and processes. Traditional methods of forming, joinery and construction are introduced. Material fee.

**ART 145****Ceramic Design and Decoration****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): ART 141.*

This course involves hand built 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.

**ART 146****Ceramics: Tile and Mosaic****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter**

This course will explore techniques in creating and glazing handmade tile, from Cuenca to Cuerda Seca. The tile industry, cutting, grouting and installation will also be explored. Mosaic techniques will be a secondary focus. Material fee.

**ART 147****Ceramics: Tile and Mosaic - Intermediate****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): ART 146.*

This intermediate course will further explore techniques in creating, glazing and firing handmade tile. The tile industry, cutting, grouting and installation and mosaics methods will also be a focus. Materials fee.

**ART 149****Studio Problems in Ceramics****1 Unit (AA/AS; CSU; UC)****18 lecture hours, 18 lab hours****Grade Mode: Standard Letter***Prerequisite(s): ART 141.*

Independent study involving intermediate or advanced projects in studio ceramics. Materials used include clay, engobe, stain and glaze. Firing techniques, studio practices, display, and exhibition design is included. Material fee.

**ART 150****Computer Art Basics****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter**

This introductory computer art course is designed for people interested in learning the basics of computer art. Adobe Illustrator and Photoshop are utilized to create computer graphics and Microsoft Word is used for word processing. Operating system, printers, scanners, and digital cameras are also explored in this course. Material fee.

**ART 152****Introduction to Art: Mobile Digital Devices****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter**

Using the iPad and iPhone as creative tools for original image making. This course is designed to further the education of all students by introducing them to the visual arts through survey of traditional and contemporary drawing, painting, photographic, videographic and graphic design techniques using computer technologies: mobile devices, apps, scanners and printers. Students will investigate the pictorial elements of line, shape, space, color, and texture as well as technology, concepts, and practices of digital art production.

**ART 153****Digital Media Productions I****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Equivalent to: ENGR 110****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ART 150 or Portfolio review.*

An overview of multimedia production and associated technology. The course will use Illustrator, PhotoShop and other software in the development of graphic presentations for use in business and communications. Students will be provided an opportunity to produce computer graphics merging images and text for large format printing. Material fee.

**ART 158****Commercial Graphic Design****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Strongly recommended: ART 111, ART 120 and ART 150.*

Students will examine graphic design in advertising, corporate identity, video, billboards and print media. Utilizing Illustrator, PhotoShop and Quark computer software. Students will apply principles of color theory, layout and typography to their design concepts preparing projects for commercial printing. Material fee.

**ART 159****Introduction to Typography****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Strongly recommended: ART 150.*

Introduction to fundamental concepts, practices, and theories of typography. Topics include terminology, history, vocabulary, classification, design and contemporary use of type. Utilizing board skills and software programs students will creatively manipulate type fonts in designs and layout applications, demonstrating a sensitivity to the characteristics and communicative values of typography.

**ART 162****Computer Graphics I****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Strongly recommended: ART 150 and/or ART 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.

**ART 167****Web Design I****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Equivalent to: ENGR 112****Grade Mode: Standard Letter***Strongly recommended: ART 150.*

An overview of the World Wide Web with emphasis on design and publishing. This course utilizes various developmental tools in the design of pages to be used on the Internet for commercial or personal use.

**ART 168****Animation I****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Strongly Recommended: ART 150 and/or Portfolio review.*

The focus of this course is to introduce the fundamentals of two-dimensional animation with emphasis on the computer as a tool. Student projects involve scripting, storyboarding, action, transition, and timing character development, and portfolio enhancement.

**ART 180****Beginning Clay Sculpture****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter**

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. Material fee.

**ART 181****Intermediate Clay Sculpture****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): ART 180.*

Intermediate clay sculpture classes will include modeling techniques, application of color, clay sculpting methods and sculpture concepts. Students may work with human models, animals, birds and other topics with emphasis on composition and craftsmanship. Material fee.

**ART 182****Advanced Clay Sculpture I****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): 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. Material fee.

**ART 183****Advanced Clay Sculpture II****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): 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, animals, or other topic. Material fee.

**ART 184****Sculpture and Metalwork****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Strongly recommended: ART 121.*

An introduction of sculpture materials and techniques. Student explores the potential of expressive form, structure, and space in various materials and processes. Study of aesthetics, technique and theoretical concerns as applied to sculpture.

**ART 189****Art Portfolio and Resume Production****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Strongly recommended: ART 111, ART 120, ART 150, ART 158, ART 159, ART 162, and ART 167.*

An advanced course to prepare a portfolio that best represents the student's art/design work for the purpose of a job interview or advanced university placement. The final presentation will be based upon the students's studio discipline and may include traditional studio work, computer (CGI) art and graphic design. Additionally, the production of a professional appearing resume plus participation in mock interviews will be a part of the class.

**ART 199****Motion Picture Appreciation****3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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.

**ART 206****History of Latin American Art****3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

Survey of the art of Mexico and Central and South America from the Spanish Colonial period forward to the present.

**ART 207****History of Asian Art****3 Units (AA/AS; CSU; IGETC 3A; UC; CSUGE C1; Citrus GE)****54 lecture hours****Grade Mode: Standard Letter***Strongly recommended: ENGL 101.*

Survey of the visual arts and architecture in India, Southeast Asia, China, Korea and Japan from the prehistoric era to the present. The course is intended to provide a cultural perspective and offer an historical framework for understanding the major monuments of Asian art as well as the religious, philosophical and political ideas that generated their production.

**ART 210****Art About You: Public Art****3 Units (AA/AS; CSU)****54 lecture hours****Grade Mode: Standard Letter**

This beginning level art course will focus on art that is about you: home, street, community, transit, galleries and museums. The course will involve extensive use of local public transportation, art museums & galleries, and architecture as resources. Field trips are required. Funding percentage for arts programs, historical and current practices, will also be topics.

**ART 230****Advanced Painting****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Equivalent to: ART 232****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): ART 130 and ART 131.*

Personalized exploration of expressive painting concepts and techniques in oil and acrylic paint. Includes critical examination of paintings for technical and aesthetic concerns, content, and historical/cultural influences.

**ART 240****Advanced Ceramics I****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): ART 141.*

An advanced course in pottery with an emphasis on larger forms and development of a distinctive artistic style. Also included is glaze technology and basic kiln operation. Material fee.

**ART 241****Advanced Ceramics II****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): 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. Material fee.

**ART 253****Digital Media Production II****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Equivalent to: ENGR 111****Grade Mode: Standard Letter***Prerequisite(s): ART 153.*

An introduction to the interactive aspects of computer graphics and the association with multimedia, entertainment and advertising. This course will use currently available software in the development of creative and innovative multimedia presentations appropriate to industry, business and community. Material fee.

**ART 267****Web Design II****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Equivalent to: ENGR 113****Grade Mode: Standard Letter***Prerequisite(s): ART 167.*

Advanced application and integration of WEB software and various scripting languages. Students create web environments and applicably utilize various programs including but not limited to, Dreamweaver, Fireworks, Flash and Adobe PhotoShop. Emphasis will be placed on design, animation, quality, and application employment-related situations.

**ART 268****Animation II****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): 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.

**ART 698A****Cooperative Education****1 Unit (AA/AS)****60 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ART 698B****Cooperative Education****2 Units (AA/AS)****120 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ART 698C****Cooperative Education****3 Units (AA/AS)****180 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ART 698D****Cooperative Education****4 Units (AA/AS)****240 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ART 699A****Cooperative Education****1 Unit (AA/AS)****75 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ART 699B****Cooperative Education****2 Units (AA/AS)****150 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ART 699C****Cooperative Education****3 Units (AA/AS)****225 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**ART 699D****Cooperative Education****4 Units (AA/AS)****300 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter**

The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**PHTO 101****Basic Photography****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter**

Fundamentals of digital photography with a concentration on camera operation and image composition. Exposure basics including ISO, Aperture and Shutter speed will be emphasized with the use of aperture priority, shutter priority & manual exposure modes. Execution of basic postproduction digital workflow and image output using Adobe Lightroom and ink jet printer technology. This course is the prerequisite for all other photography courses. Material fee.

**PHTO 102****Intermediate Photography****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): PHTO 101.*

Provides emphasis on artificial lighting control and studio photography fundamentals including: various lighting systems, tethered shooting, use of modifiers and studio backdrops. Both continuous and strobe lighting will be used to explore basic lighting principles. Students will acquire intermediate postproduction digital workflow skills and advanced printing methods using Adobe Photoshop and ink jet printer technology. Material fee.

**PHTO 103****Advanced Photography****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): PHTO 102.*

A study of advanced photographic techniques as applied to commercial and industrial careers working with specialized equipment. The continuation of studio applications including tabletop photography is emphasized for the production of product imagery. Artificial light, backgrounds, props and styling techniques are utilized to photograph products with challenging surfaces such as glass or metal. Material fee.

**PHTO 125****Photography as an Art Medium****3 Units (AA/AS; CSU; UC)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): PHTO 102.*

Traditional uses of photographic production will be challenged through non-traditional and conceptual project production. Artists' works that have influenced the photographic field will be explored through the process of image description, interpretation and judgment to reflect broader issues in visual culture. Material fee.

**PHTO 126****Advanced Photography as an Art Medium****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): PHTO 125.*

A continuation of PHTO 125. This course provides advanced digital techniques and wet lab processes. Utilizing materials relevant to the photography industry today, students will create artistic photographic images. Material fee.

**PHTO 202****Photojournalism****3 Units (AA/AS; CSU)****36 lecture hours, 54 lab hours****Grade Mode: Standard Letter***Strongly recommended: PHTO 101.*

This course introduces students to the theory and practice of photojournalism. Students learn the fundamentals of camera operation while photographing current events both on and off campus. The ethics of photojournalism is explored through study of the top press organization's code of ethics and through critique of real world ethical violations. Photographers will learn the skill of caption writing, as well as, an industry standard digital workflow. In addition to class assignments students have the opportunity to collaborate with a reporter from a Citrus College publication. Material fee.

**PHTO 205****Advanced Imaging Techniques****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): PHTO 101.**Strongly recommended: PHTO 102.*

Established photo principles such as: proper use of cameras, filters, white balance, exposure, lighting equipment, and color analysis is emphasized in "Advanced Imaging Techniques." Students investigate advanced digital capture technologies to explore photographic image compositing, panoramic image production, High Dynamic Range (HDR) and aerial image capture. Students will acquire advanced postproduction digital workflow skills and advanced printing methods using Adobe Photoshop and ink jet printer technology. Material fee.

**PHTO 206****Intermediate Color Photography****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): PHTO 205.*

Covers the use of electronic flash equipment and experimental exposures. Students will print from scanned negatives, slides and different electronic file types. Assignments will cover control of color balance, kelvin temperature and white balance. Material fee.

**PHTO 213****Studio & Environmental Portraiture****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Prerequisite(s): PHTO 101.**Strongly recommended: PHTO 102.*

This course explores a variety of portraiture genres including: editorial, beauty, corporate, headshots, family and event. The principles of portrait production will be executed utilizing lighting equipment for the professional photographer. Control of the quality, direction, intensity and ratio of light is practiced in studio, outdoors and on location. Study and direction of pose, gesture and body language is practiced while working with models. Material fee.

**PHTO 215****Digital Photographic Imaging****3 Units (AA/AS; CSU)****36 lecture hours, 72 lab hours****Grade Mode: Standard Letter***Strongly recommended: PHTO 101 and 205.*

Using digital cameras to explore fundamental principles of image making, composition, color theory, color management, lighting, and image processing with Photoshop and ink jet printing. Students are required to provide their own digital camera. Material fee.

**PHTO 698A****Cooperative Education****1 Unit (AA/AS)****60 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**PHTO 698B****Cooperative Education****2 Units (AA/AS)****120 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**PHTO 698C****Cooperative Education****3 Units (AA/AS)****180 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**PHTO 698D****Cooperative Education****4 Units (AA/AS)****240 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**PHTO 699A****Cooperative Education****1 Unit (AA/AS)****75 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**PHTO 699B****Cooperative Education****2 Units (AA/AS)****150 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**PHTO 699C****Cooperative Education****3 Units (AA/AS)****225 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

**PHTO 699D****Cooperative Education****4 Units (AA/AS)****300 lab hours arranged****Grade Mode: Pass/No Pass, Standard Letter***Prerequisite(s): The student must be simultaneously enrolled in a class that relates to the Cooperative Education 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.

- A.A. in Visual Arts (p. 293)
- A.S. in Digital and Web Design (p. 294)

**Certificates of Achievement**

- Ceramics - One Year (p. 296)
- Ceramics - Two Year (p. 297)
- Digital and Web Design (p. 297)
- Photography (p. 298)

**A.A. in Visual Arts**

The Visual Arts curriculum offers instruction in theory, practice and history. These three areas of study provide the foundation needed to begin a career in Visual Arts. The foundation courses meet prerequisite requirements to UC, CSU systems and four-year art schools.

Students are encouraged to work closely with an advisor or counselor in course selection. Electives should be chosen carefully to meet requirements of transfer institutions.

**Requirements**

**Students receiving this degree must meet the following requirements:**

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

**Required courses:**

ART 100A	Survey of Western Art from Prehistory through the Middle Ages	3
or ART 100B	Survey of Western Art from Renaissance to Contemporary	
ART 111	Beginning Drawing	3
ART 120	Two-Dimensional Design	3
<b>Select three (3) of the following courses:</b>		
ART 101	Art History and Appreciation-Ancient	3
ART 102	Art History and Appreciation - Medieval	3
ART 103	Art History and Appreciation - Renaissance to Rococo	3
ART 104	Art History and Appreciation - 19th Century Art	3
ART 105	Art History and Appreciation - Early 20th Century Art	3
ART 110	Introduction to the Visual Arts	3
ART 112	Intermediate Drawing	3
ART 115	Figure Drawing I	3
ART 116	Figure Drawing II	3
ART 121	Three-Dimensional Design	3
ART 130	Beginning Painting	3

**Programs****Associate Degrees**

- ADT in Art History (p. 295)
- ADT in Studio Arts (p. 296)
- A.S. in Photography (p. 294)

ART 131	Intermediate Painting	3
ART 131A	Intermediate Painting: Urban Art	3
ART 140	Beginning Ceramics	3
ART 141	Intermediate Ceramics	3
ART 142	Experimental Ceramics	3
ART 143	Ceramic Handbuilding	3
ART 145	Ceramic Design and Decoration	3
ART 146	Ceramics: Tile and Mosaic	3
ART 150	Computer Art Basics	3
ART 152	Introduction to Art: Mobile Digital Devices	3
ART 153	Digital Media Productions I	3
ART 158	Commercial Graphic Design	3
ART 159	Introduction to Typography	3
ART 162	Computer Graphics I	3
ART 167	Web Design I	3
ART 168	Animation I	3
ART 180	Beginning Clay Sculpture	3
ART 181	Intermediate Clay Sculpture	3
ART 182	Advanced Clay Sculpture I	3
ART 183	Advanced Clay Sculpture II	3
ART 184	Sculpture and Metalwork	3
ART 189	Art Portfolio and Resume Production	3
ART 199	Motion Picture Appreciation	3
ART 206	History of Latin American Art	3
ART 207	History of Asian Art	3
ART 230	Advanced Painting	3
ART 240	Advanced Ceramics I	3
ART 241	Advanced Ceramics II	3
ART 253	Digital Media Production II	3
ART 267	Web Design II	3
ART 268	Animation II	3
PHTO 101	Basic Photography	3
PHTO 102	Intermediate Photography	3
Total Units		18

## Learning Outcomes

### A.A. Degree Level Student Learning Outcomes

Students completing the Visual Arts A.A. Degree will:

1. Demonstrate fundamental knowledge of Visual Arts history, techniques and theory.
2. Use critical, analytical and aesthetic thought processes, and communication skills specific to the discipline.

## A.S. in Digital and Web Design

This program prepares students for employment in digital design careers. The integration of traditional art/design and digital media prepares students for employment opportunities in the areas of advertising, multi-media and marketing graphics.

## Requirements

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

### Required courses:

ART 111	Beginning Drawing	3
ART 120	Two-Dimensional Design	3
ART 150	Computer Art Basics	3
ART 162	Computer Graphics I	3
ART 167	Web Design I	3
ART 189	Art Portfolio and Resume Production	3

### Select two (2) of the following courses:

ART 153	Digital Media Productions I	3
ART 158	Commercial Graphic Design	3
ART 168	Animation I	3
ART 253	Digital Media Production II	3
ART 267	Web Design II	3
ART 268	Animation II	3
PHTO 101	Basic Photography	3
PHTO 102	Intermediate Photography	3
PHTO 215	Digital Photographic Imaging	3

Total Units		24
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## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Digital and Web Design A.S. Degree will:

1. Demonstrate knowledge of computer operating systems.
2. Demonstrate knowledge of digital file formats.
3. Demonstrate knowledge of web page layout and build fundamentally sound web pages and sites.
4. Demonstrate knowledge and understanding of basic HTML.
5. Demonstrate knowledge and understanding of basic Photoshop techniques.
6. Demonstrate knowledge and understanding of basic Illustrator techniques.
7. Demonstrate knowledge and understanding of basic Dreamweaver techniques.
8. Demonstrate knowledge and understanding of basic InDesign and Quark techniques.
9. Develop and build a comprehensive portfolio representing the body of work completed in the program.

## A.S. in Photography

The photography program will provide students careers as assistants to professional photographers, as lab technicians, or as free-lance photographers. Students can also obtain positions in retail photographic outlets.

## Requirements

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

### Required courses:

PHTO 101	Basic Photography	3
PHTO 102	Intermediate Photography	3
PHTO 103	Advanced Photography	3
PHTO 205	Advanced Imaging Techniques	3

### Select three (3) of the following courses:

PHTO 125	Photography as an Art Medium	3
PHTO 126	Advanced Photography as an Art Medium	3
PHTO 202	Photojournalism	3
PHTO 206	Intermediate Color Photography	3
PHTO 213	Studio & Environmental Portraiture	3

Total Units		21
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## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Photography A.S. Degree will:

1. Demonstrate computer proficiency in specialized programs related to photographs.
2. Demonstrate knowledge of photographic theory in choosing new products and using them effectively.
3. Review, analyze and critique photographic work of others.
4. Analyze and evaluate personal and other students' images through use of evaluation rubrics based on aesthetic concepts.

## ADT in Art History

The Associate in Arts Degree in Art History for Transfer (AA-T) at Citrus College promotes an understanding of art across cultures and geographic boundaries. Students are taught to articulate the historical, social and aesthetic functions of art through understanding of fundamental art and art history terminology, appreciation for art processes and analysis of art works.

The Associate Degree in Transfer provides a seamless transfer to the California State University system. (Students completing this degree are not required to fulfill additional local graduation requirements.)

## Requirements

### Students receiving this transfer degree must meet the following requirements:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).

- b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.

2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

### Required courses:

ART 100A	Survey of Western Art from Prehistory through the Middle Ages	3
ART 100B	Survey of Western Art from Renaissance to Contemporary	3
ART 111	Beginning Drawing	3

### List A (3 units) Select the following course:

ART 206	History of Latin American Art	3
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### List B (3 units) Select one (1) of the following courses:

ART 115	Figure Drawing I	3
ART 116	Figure Drawing II	3
ART 120	Two-Dimensional Design	3
ART 121	Three-Dimensional Design	3
ART 130	Beginning Painting	3
ART 140	Beginning Ceramics	3
ART 141	Intermediate Ceramics	3
ART 150	Computer Art Basics	3
ART 180	Beginning Clay Sculpture	3
ART 181	Intermediate Clay Sculpture	3
ART 230	Advanced Painting	3
PHTO 101	Basic Photography	3
PHTO 102	Intermediate Photography	3

### List C (3-5 units) Select one (1) of the following courses:

	Any course from List A or List B not already used.	3
ARCH 250	History of Architecture: Prehistory to Mannerism	3
ARCH 251	History of Architecture: Baroque to the Present Day	3
ART 101	Art History and Appreciation-Ancient	3
ART 102	Art History and Appreciation - Medieval	3
ART 103	Art History and Appreciation - Renaissance to Rococo	3
ART 104	Art History and Appreciation - 19th Century Art	3
ART 112	Intermediate Drawing	3
ART 130	Beginning Painting	3
ART 199	Motion Picture Appreciation	3
CHIN 101	Chinese I	5
CHIN 102	Chinese II	5
FREN 101	French I	5
FREN 102	French II	5
GER 101	German I	5
GER 102	German II	5
GER 201	German III	5
GER 202	German IV	5
HIST 103	History of World Civilization up to 1500 C.E.	3
HIST 103H	History of World Civilization up to 1500 C.E./ Honors	3



HIST 104	History of World Civilization since 1500	3
HIST 107	History of the United States before 1877	3
HIST 107H	History of the United States before 1877 - Honors	3
HIST 108	History of the United States since 1877	3
HIST 108H	History of the United States since 1877 - Honors	3
HIST 130	Latin American Culture and Civilization	3
HIST 131	History of Latin America to 1825	3
HIST 132	History of Modern Latin America	3
HUM 101	Humanities - Prehistory through the Medieval Period	3
HUM 101H	Humanities - Prehistory through the Medieval Period - Honors	3
HUM 102	Humanities from the Renaissance through the 19th Century	3
HUM 127	Spanish Civilization	3
PHIL 101	Great Religions of the World	3
PHIL 106	Introduction to Philosophy	3
PHIL 106H	Introduction to Philosophy - Honors	3
PHIL 108	Philosophy - Ethics	3
PHIL 130	History of Ancient Philosophy	3
SPAN 101	Spanish I	5
SPAN 102	Spanish II	5
SPAN 201	Spanish III	5
SPAN 202	Spanish IV	5
SPAN 210	Intermediate Spanish for Spanish Speakers I	5
SPAN 211	Intermediate Spanish for Spanish Speakers II	5
Total Units		18-20

## Learning Outcomes

### A.A.-Transfer Degree Level Student Learning Outcomes

Students completing the Art History A.A.-Transfer Degree will:

1. Assess and evaluate the contributions of artists throughout history and analyze art and architecture within the context of their functions and meanings.
2. Research and assess theoretical information concerning the meanings and purposes of art and architecture, use scholarly sources, and express thoughts clearly in writing.
3. Develop an appreciation for the arts, cultural practices, and history of people of the past and demonstrate how art and architecture is a reflection of that history.

## ADT in Studio Arts

The Associate in Arts in Studio Arts for Transfer (AA-T), also called the Studio Arts AA-T Degree, prepares students to transfer to CSU campuses that offer bachelor's degrees in Studio Art. Students earning the Studio Arts AA-T will be granted priority for admission as a Studio Arts major to a local CSU, as determined by the CSU campus to which the student applies.

This transfer degree is designed to prepare students to understand and appreciate various art forms, history and media.

## Requirements

Students receiving this transfer degree must meet the following requirements:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
  - a. The Intersegmental General Education Transfer Curriculum (IGETC) (p. 71) or the California State University General Education - Breadth Requirements (p. 68).
  - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0.

ADTs also require that students must earn a "C" or better in all courses required for the major or area of emphasis. A "P" (Pass) grade is not an acceptable grade for courses in the major.

Required courses:

ART 100A	Survey of Western Art from Prehistory through the Middle Ages	3
ART 100B	Survey of Western Art from Renaissance to Contemporary	3
ART 111	Beginning Drawing	3
ART 120	Two-Dimensional Design	3
ART 121	Three-Dimensional Design	3
<b>Select three (3) of the following courses:</b>		
ART 112	Intermediate Drawing	3
ART 116	Figure Drawing II	3
ART 130	Beginning Painting	3
ART 140	Beginning Ceramics	3
ART 141	Intermediate Ceramics	3
ART 150	Computer Art Basics	3
ART 181	Intermediate Clay Sculpture	3
PHTO 101	Basic Photography	3
PHTO 102	Intermediate Photography	3
Total Units		24

## Learning Outcomes

### A.A.-Transfer Degree Level Student Learning Outcomes

Students completing the Studio Arts A.A.-Transfer Degree will:

1. Analyze and create conceptual and formal works of art.
2. Communicate visually and verbally using the elements of art and principles of design.
3. Evaluate, discuss and create various forms of art within a social, cultural, and aesthetic perspective.

## Certificate in Ceramics - One Year

The Ceramics – One Year Certificate of Achievement provides the student with skills to work as a studio potter or in a retail ceramic shop.

## Requirements

### Required courses:

ART 111	Beginning Drawing	3
ART 120	Two-Dimensional Design	3
ART 140	Beginning Ceramics	3
ART 141	Intermediate Ceramics	3
ART 145	Ceramic Design and Decoration	3

### Select two (2) of the following courses:

ART 104	Art History and Appreciation - 19th Century Art	3
ART 105	Art History and Appreciation - Early 20th Century Art	3
ART 115	Figure Drawing I	3
ART 130	Beginning Painting	3
ART 180	Beginning Clay Sculpture	3
PHTO 101	Basic Photography	3

Total Units 21

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Ceramics – One Year Certificate of Achievement will:

1. Utilize proper vocabulary in the study and discussion of Visual Arts and Art History.
2. Analyze and create examples in a variety of styles within a studio environment.
3. Research, identify, and evaluate historical periods in Art History.
4. Recognize how societies' world views influence Visual Arts and Art History traditions.

## Certificate in Ceramics - Two Year

The Ceramics – Two Year Certificate of Achievement provides the student with skills to work as a studio potter or in a retail ceramic shop.

## Requirements

### Required courses:

Ceramics - One Year Certificate of Achievement	21	
ART 112	Intermediate Drawing	3
ART 121	Three-Dimensional Design	3
ART 240	Advanced Ceramics I	3
ART 241	Advanced Ceramics II	3

### Select two (2) of the following courses:

ART 180	Beginning Clay Sculpture	3
ART 181	Intermediate Clay Sculpture	3
ART 182	Advanced Clay Sculpture I	3
ART 183	Advanced Clay Sculpture II	3
BUS 185	Elements of Marketing	3

PHTO 101	Basic Photography	3
Total Units		39

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Ceramics – Two Year Certificate of Achievement will:

1. Utilize proper vocabulary in the study and discussion of Visual Arts and Art History.
2. Analyze and create examples in a variety of styles within a studio environment.
3. Research, identify, and evaluate historical periods in Art History.
4. Recognize how societies' world views influence Visual Arts and Art History traditions.

## Certificate in Digital and Web Design

The Digital and Web Design certificate is designed to introduce and develop the basic skills necessary for success as an entry level graphic, digital or web designer. Fundamental to the core of a strong design sensibility, the computer is an essential tool for design success and a complement to composition, design principles, layout, and typography.

## Requirements

### Required courses:

ART 111	Beginning Drawing	3
ART 120	Two-Dimensional Design	3
ART 150	Computer Art Basics	3
ART 153	Digital Media Productions I	3
ART 158	Commercial Graphic Design	3
ART 162	Computer Graphics I	3
ART 167	Web Design I	3
ART 168	Animation I	3
ART 189	Art Portfolio and Resume Production	3
PHTO 101	Basic Photography	3
Total Units		30

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Digital and Web Design Certificate of Achievement will:

1. Develop design sensibility.
2. Become adept in the use of appropriate computer graphics software.
3. Gain a greater understanding of the industry expectations for an entry level designer.

4. Prepare for university level courses.
5. Build a professional level portfolio.

## Certificate in Photography

The photography certificate prepares a student for a career as an assistant to a professional photographer, a photographic lab technician or an independent professional freelance photographer. Students will be prepared for positions in retail photographic outlets.

### Requirements

#### Required courses

PHTO 101	Basic Photography	3
PHTO 102	Intermediate Photography	3
PHTO 103	Advanced Photography	3
PHTO 205	Advanced Imaging Techniques	3
<b>Select three (3) of the following courses:</b>		
PHTO 125	Photography as an Art Medium	3
PHTO 126	Advanced Photography as an Art Medium	3
PHTO 202	Photojournalism	3
PHTO 206	Intermediate Color Photography	3
PHTO 213	Studio & Environmental Portraiture	3
Total Units		21

### Learning Outcomes

#### Certificate of Achievement Level Student Learning Outcomes

Students completing the Photography Certificate of Achievement will:

1. Demonstrate computer proficiency in specialized programs related to photographs.
2. Demonstrate knowledge of photographic theory in choosing new products and using them effectively.
3. Review, analyze and critique photographic work of others.
4. Analyze and evaluate personal and other students' images through use of evaluation rubrics based on aesthetic concepts.

## Vocational Nursing

Vocational nursing, a career technical education program, provides the educational opportunity for students to develop the social, technical, and professional skills required of a licensed vocational nurse. The program prepares the student for the NCLEX-VN examination for state licensure through the Board of Vocational Nurses and Psychiatric Technicians. Upon successful completion of this examination, students are able to enter practice as licensed vocational nurses. Successfully completed vocational nursing coursework may be applied toward an associate degree as electives.

## Faculty

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## Contact Information

#### Division

Natural, Physical and Health Sciences

#### Dean

Salima Allahbachayo (Health Sciences Director)

#### Administrative Secretary

Cheryl Hall

#### Division Office

PC 204

#### Division Phone Number

626-914-8720

#### Email

nrs@citruscollege.edu

#### Discipline Website

<http://www.citruscollege.edu/academics/programs/nrs>

### Learning Outcomes

This discipline prepares students to do the following:

- Use correct medical terminology and nomenclature, in the correct context, in order to effectively communicate health/medical information and concepts to others.
- Demonstrate the ability to perform accurate calculations of intake and output, drug dosages, and IV rates.
- Develop problem-solving and self-assessment skills and make appropriate decisions regarding a variety of procedural situations.
- Demonstrate the ability to interact with patients and work effectively as a member of the health care team.
- Provide culturally specific healthcare to all people.
- Develop the ability to use and adapt to current technologies used in the healthcare setting.
- Provide patient care that falls within the scope of practice as set forth by the BVNPT.

## Courses

### NRS 100

#### Introduction to Vocational Nursing

**3 Units (AA/AS)**

**36 lecture hours, 54 lab hours**

**Grade Mode: Pass/No Pass**

*Strongly recommended: MATH 029; ENGL 099 if required by English placement exam or if required by English 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. Offered for Pass/No Pass grading only.

### VNRS 150

#### Fundamentals of Nursing

**3 Units (AA/AS)**

**54 lecture hours**

**Equivalent to: NRS 150**

**Grade Mode: Standard Letter**

*Prerequisite(s): NRS 100.*

*Co-Requisite(s): VNRS 151L and current admission to the Vocational Nursing program.*

This course presents the evolution of nursing through history until the present time, defines the paradigm of health and illness, explores the issues of culture and ethnicity, and examines the nurse-client relationship. The course presents a wide variety of basic nursing procedures used in the practice of vocational nursing, including how to do the procedure, as well as why and when these procedures should be done. The course presents special tools of nursing: the nursing diagnosis and the nursing process, which are used to provide individualized care to clients.

### VNRS 151L

#### Fundamentals of Nursing Lab

**3 Units (AA/AS)**

**162 lab hours**

**Equivalent to: NRS 151L**

**Grade Mode: Pass/No Pass**

*Prerequisite(s): NRS 100 and current admission to the Vocational Nursing program.*

*Co-Requisite(s): VNRS 150.*

Clinical application of theoretical concepts of basic nursing functions. Offered for Pass/No Pass grading only.

### VNRS 152

#### Pharmacology I

**1 Unit (AA/AS)**

**18 lecture hours**

**Equivalent to: NRS 152**

**Grade Mode: Standard Letter**

*Prerequisite(s): NRS 100.*

A beginning course in pharmacology. Elementary use of drug formulas, conversions, and dosage forms. Interpreting medical orders, and reading drug labels by learning common abbreviations; calculating I.V. flow rates is also included.

### VNRS 153

#### Introductory Nutrition for the Vocational Nurse

**1 Unit (AA/AS)**

**18 lecture hours**

**Equivalent to: NRS 153**

**Grade Mode: Standard Letter**

*Prerequisite(s): NRS 100 and current admission to the Vocational Nursing program.*

This course introduces the fundamentals of nutrition to the nursing student by discussing the relationship of food and health and the body's utilization of the six essential nutrients. Content also includes the five basic food groups, the food guide pyramid, and how to define and achieve a well-balanced diet. This course establishes the foundation needed for further study of nutrition in VNRS 163.

### VNRS 154

#### Body Structure Function for the Vocational Nurse I

**1.5 Units (AA/AS)**

**27 lecture hours**

**Equivalent to: NRS 154**

**Grade Mode: Standard Letter**

*Prerequisite(s): NRS 100.*

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English level.*

*Co-Requisite(s): VNRS 150, 151L, 152, 153, 155.*

Vocational nursing students will explore the basic facts of human anatomy and the principles of physiology with selected clinical examples.

### VNRS 155

#### Social Psychology for the Vocational Nurse

**1 Unit (AA/AS)**

**18 lecture hours**

**Equivalent to: NRS 155**

**Grade Mode: Standard Letter**

*Prerequisite(s): NRS 100.*

*Co-Requisite(s): VNRS 150, 151L, 152.*

This course introduces basic concepts of psychology while helping students relate them to their patient and themselves. It includes information about personality development, wellness, and personal care, assertiveness, job-related communication, cultural and spiritual differences, employability skills, the role of the LVN, general legal aspects and nursing ethics.

### VNRS 160

#### Medical - Surgical Nursing I

**3 Units (AA/AS)**

**54 lecture hours**

**Equivalent to: NRS 160**

**Grade Mode: Standard Letter**

*Prerequisite(s): VNRS 150 and current admission to the Vocational Nursing program.*

*Co-Requisite(s): VNRS 161L.*

This course presents the theory and principles of nursing care for clients with illness and/or injury of the musculoskeletal, integumentary, and gastrointestinal systems. The course presents the principles and skills needed to perform a beginning level assessment of clients with alterations of these systems, within the scope of practice of the LVN. The course presents the application of the nursing process to the planning and care of these clients.

**VNRS 161L****Medical - Surgical Nursing I Lab****3 Units (AA/AS)****162 lab hours****Equivalent to: NRS 161L****Grade Mode: Pass/No Pass***Prerequisite(s): VNRS 151L and current admission to the Vocational Nursing program.**Co-Requisite(s): VNRS 160.*

Clinical application of theoretical concepts of nursing care for clients with illness and/or injury of the musculoskeletal, integumentary, and gastrointestinal systems. Offered for Pass/No Pass grading Only.

**VNRS 162****Pharmacology II****1 Unit (AA/AS)****18 lecture hours****Equivalent to: NRS 162****Grade Mode: Standard Letter***Prerequisite(s): VNRS 152.*

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.

**VNRS 163****Diet Therapy for the Vocational Nurse****1 Unit (AA/AS)****18 lecture hours****Equivalent to: NRS 163****Grade Mode: Standard Letter***Prerequisite(s): VNRS 153 and current admission to the Vocational Nursing program.*

This course presents nutritional needs across the lifespan, including the nutritional needs of healthy adults and the needs of people with certain illnesses, as well as nutritional needs related to pregnancy and lactation. Content includes nutritional assessment and planning and the use of therapeutic diets in the treatment of certain illnesses. This course builds on the fundamentals of nutrition presented in VNRS 153.

**VNRS 164****Body Structure and Function for the Vocational Nurse II****1.5 Units (AA/AS)****27 lecture hours****Equivalent to: NRS 164****Grade Mode: Standard Letter***Prerequisite(s): VNRS 154 and current admission to the Vocational Nursing Program.**Co-Requisite(s): VNRS 160.*

A continuation of body structure and function for the vocational nurse with clinical case studies.

**VNRS 165****Adult Growth and Development for the Vocational Nurse****1 Unit (AA/AS)****18 lecture hours****Equivalent to: NRS 165****Grade Mode: Standard Letter***Prerequisite(s): VNRS 150 and current admission into the Vocational Nursing Program.*

Theoretical principles of growth and development. Nursing assessment and promotion of health of the adult from early childhood through death.

**VNRS 170****Medical-Surgical Nursing II****7 Units (AA/AS)****126 lecture hours****Equivalent to: NRS 170****Grade Mode: Standard Letter***Prerequisite(s): VNRS 160, 161L, 162, 163, 164.**Co-Requisite(s): VNRS 171L.*

Provides advanced vocational nursing students with the theoretical foundation needed to perform skills and procedures related to the care of the adult medical-surgical patient in VNRS 171L. By consistently emphasizing the nursing process and rationale, the approach to each body system includes basic assessment or data collection, planning, implementation, evaluation, and documentation. Basic nursing skills are reinforced while advanced nursing skills include those related to the following body systems: respiratory, cardiovascular, hematopoietic, lymphatic, immune, neurologic, sensory, endocrine, and genitourinary. This course also includes a short discussion on cancer.

**VNRS 171L****Medical-Surgical Nursing II Lab****7 Units (AA/AS)****378 lab hours****Equivalent to: NRS 171L****Grade Mode: Pass/No Pass***Co-Requisite(s): VNRS 170 and VNRS 183.*

Clinical application of theoretical concepts of medical-surgical nursing of clients with alterations of respiration, circulation, blood and immune system, endocrine, special senses, neurological and genitourinary conditions. Offered for Pass/No Pass grading only.

**VNRS 172****Advanced Pharmacology****2 Units (AA/AS)****36 lecture hours****Equivalent to: NRS 172****Grade Mode: Standard Letter***Prerequisite(s): VNRS 162.*

Fundamental principles of drug action and the application of specific drugs for the treatment of patients with alterations of respiration, renal system, circulation, the blood, endocrine function, neurological function, vision, and hearing.

**VNRS 173****Psychology for Vocational Nurses****2 Units (AA/AS)****36 lecture hours****Equivalent to: NRS 173****Grade Mode: Standard Letter***Prerequisite(s): VNRS 160.**Co-Requisite(s): VNRS 172.*

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.

**VNRS 180****Pediatric Nursing****3.5 Units (AA/AS)****36 lecture hours, 90 lab hours****Equivalent to: NRS 180****Grade Mode: Standard Letter***Prerequisite(s): VNRS 160, 161L, 162, 163, 164; VNRS 181 or concurrent enrollment.*

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.

**VNRS 181****Growth and Development: Infancy-Adolescence****1 Unit (AA/AS)****18 lecture hours****Equivalent to: NRS 181****Grade Mode: Standard Letter***Prerequisite(s): VNRS 160.*

Basic knowledge of child development and guidelines for use in primary health care settings.

**VNRS 182****Obstetrical-Gynecological Nursing****4 Units (AA/AS)****36 lecture hours, 108 lab hours****Equivalent to: NRS 182****Grade Mode: Standard Letter***Prerequisite(s): VNRS 160, 161L, 162, 163, 164, 165.*

This course teaches nursing students the theory needed to perform skills and procedures for the obstetrical/gynecological patient in a clinical setting. By emphasizing the nursing process and rationale, the format with each disease or disorder of the obstetrical/gynecological patient includes assessment, planning, implementation, evaluation and documentation. Basic nursing skills are reinforced. Advanced skills include those related to prenatal, labor, delivery, post-natal care and gynecological diseases and disorders, as well as administration of medications.

**VNRS 183****Leadership in Nursing****3 Units (AA/AS)****36 lecture hours, 54 lab hours****Equivalent to: NRS 183****Grade Mode: Standard Letter***Prerequisite(s): VNRS 160 and 161L; VNRS 170 or concurrent enrollment; VNRS 171L or concurrent enrollment.*

Teaches advanced nursing students in the theory needed to perform skills and procedures used by nursing team leaders in a clinical setting.

**Programs****Associate Degree**

- A.S. in Vocational Nursing (p. 301)

**Certificate of Achievement**

- Vocational Nursing (p. 302)

## A.S. in Vocational Nursing

Successful completion of the program studies allows the student to become eligible to take the State Board Examination for Licensed Vocational Nurse (NCLEX).

### Requirements

**Students receiving this degree must meet the following requirements:**

1. Complete the District General Education Pattern (p. 65), CSUGE (p. 68) or IGETC (p. 71).  
*If transferring to a CSU or UC students are strongly recommended to complete the CSUGE or IGETC General Education Patterns. Students looking to transfer to an out of state or private college should consult with a counselor for the appropriate GE pattern selection.*
2. Complete with a "C" or better each course as specified by the major.
3. Maintain an overall GPA of a 2.0 or better in all degree applicable coursework.
4. Meet the local area requirement of Kinesiology/Dance.

**Required courses:**

VNRS 150	Fundamentals of Nursing	3
VNRS 151L	Fundamentals of Nursing Lab	3
VNRS 152	Pharmacology I	1
VNRS 153	Introductory Nutrition for the Vocational Nurse	1
VNRS 154	Body Structure Function for the Vocational Nurse I	1.5
VNRS 155	Social Psychology for the Vocational Nurse	1
VNRS 160	Medical - Surgical Nursing I	3
VNRS 161L	Medical - Surgical Nursing I Lab	3
VNRS 162	Pharmacology II	1
VNRS 163	Diet Therapy for the Vocational Nurse	1
VNRS 164	Body Structure and Function for the Vocational Nurse II	1.5
VNRS 165	Adult Growth and Development for the Vocational Nurse	1
VNRS 170	Medical-Surgical Nursing II	7
VNRS 171L	Medical-Surgical Nursing II Lab	7
VNRS 172	Advanced Pharmacology	2
VNRS 173	Psychology for Vocational Nurses	2
VNRS 180	Pediatric Nursing	3.5
VNRS 181	Growth and Development: Infancy-Adolescence	1
VNRS 182	Obstetrical-Gynecological Nursing	4
VNRS 183	Leadership in Nursing	3
<b>Total Units</b>		<b>50.5</b>

### Learning Outcomes

**A.S. Degree Level Student Learning Outcomes**

Students completing the Vocational Nursing A.S. Degree will:

1. Use correct medical terminology and nomenclature, in the correct context, in order to effectively communicate health/ medical information and concepts to others.
2. Demonstrate the ability to perform accurate calculations of intake and output, drug dosages, and IV rates.

3. Develop problem-solving and self-assessment skills and make appropriate decisions regarding a variety of procedural situations.
4. Demonstrate the ability to interact with patients and work effectively as a member of the health care team.
5. Develop the ability to use and adapt to current technologies used in the healthcare setting.
6. Provide patient care that falls within the scope of practice as set forth by the Board of Vocational Nursing and Psychiatric Technicians (BVNPT).

2. Demonstrate the ability to perform accurate calculations of intake and output, drug dosages, and IV rates.
3. Develop problem-solving and self-assessment skills and make appropriate decisions regarding a variety of procedural situations.
4. Demonstrate the ability to interact with patients and work effectively as a member of the health care team.
5. Develop the ability to use and adapt to current technologies used in the healthcare setting.
6. Provide patient care that falls within the scope of practice as set forth by the BVNPT (Board of Vocational Nursing and Psychiatric Technicians).

## Certificate in Vocational Nursing

Successful completion of the program of studies allows the student to become eligible to take the State Board Examination for Licensed Vocational Nurse (NCLEX).

### Requirements

#### Required courses:

VNRS 150	Fundamentals of Nursing	3
VNRS 151L	Fundamentals of Nursing Lab	3
VNRS 152	Pharmacology I	1
VNRS 153	Introductory Nutrition for the Vocational Nurse	1
VNRS 154	Body Structure Function for the Vocational Nurse I	1.5
VNRS 155	Social Psychology for the Vocational Nurse	1
VNRS 160	Medical - Surgical Nursing I	3
VNRS 161L	Medical - Surgical Nursing I Lab	3
VNRS 162	Pharmacology II	1
VNRS 163	Diet Therapy for the Vocational Nurse	1
VNRS 164	Body Structure and Function for the Vocational Nurse II	1.5
VNRS 165	Adult Growth and Development for the Vocational Nurse	1
VNRS 170	Medical-Surgical Nursing II	7
VNRS 171L	Medical-Surgical Nursing II Lab	7
VNRS 172	Advanced Pharmacology	2
VNRS 173	Psychology for Vocational Nurses	2
VNRS 180	Pediatric Nursing	3.5
VNRS 181	Growth and Development: Infancy-Adolescence	1
VNRS 182	Obstetrical-Gynecological Nursing	4
VNRS 183	Leadership in Nursing	3
Total Units		50.5

### Learning Outcomes

#### Certificate of Achievement Level Student Learning Outcomes

Students completing the Vocational Nursing Certificate of Achievement will:

1. Use correct medical terminology and nomenclature, in the correct context, in order to effectively communicate health/medical information and concepts to others.

## Water Technology

Water technology, a career technical program, prepares students for entry-level employment or advancement in the public water sector, including the distribution and treatment of water. The courses prepare students to take the State Water Resources Control Board certification examinations to qualify as a water treatment operator or a water distribution system operator. Courses also prepare students for the Water Use Efficiency Practitioner certification grade I and II. Courses in this discipline lead to either an associate degree in water technology or a certificate of achievement in water technology.

### Contact Information

#### Division

Career, Technical and Continuing Education

#### Dean

Dr. Caroline Durdella (interim)

#### Administrative Secretary

Lois Bottari

#### Division Office

TE 147

#### Division Phone Number

626-852-6402

#### Email

watertech@citruscollege.edu

#### Discipline Website

<http://www.citruscollege.edu/academics/programs/watertech>

### Learning Outcomes

This discipline prepares students to do the following:

- Describe and explain regulatory issues that relate to the public drinking water supply.
- Diagram and explain the fundamentals of the water distribution system including SCADA (supervisory control and data acquisition), maintenance, pumps, hydraulics, and valves.
- Given a scenario involving water contamination, identify the contaminants, recommend the best treatment, administer the treatment and then verify the contaminants are below allowable safety thresholds.

- Demonstrate the safe handling of chemicals used in the water industry and describe the thinking, decision-making and problem solving skills by applying them to the studio, post-production and live sound environments.
- Develop interpersonal skills, empathy, and respect for others to gain key skills expected of professionals in the field.
- Demonstrate advanced computer competency by completing production assignments utilizing software-based production and editing systems.
- Understand the technical, creative and interpersonal skills required by the entertainment industry through demonstrating thorough knowledge of digital audio workstations and all audio hardware as appropriate to each course.

## Courses

### WATR 150

#### Introduction to Water Systems

**3 Units (AA/AS)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: ENGL 099 if required by English placement exam or if required by English 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 California State Water Resources Control Board (SWRCB) D-1 and D-2 Water Distribution Operator's Certificate examinations and the T-1 Water Treatment Operator's Certificate examination.

### WATR 151

#### Water Resources and Distribution I

**3 Units (AA/AS)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: WATR 150; MATH 032 or MATH 144.*

A course designed for water distribution systems operators. 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 D2 and D3 Water Distribution Operator's examinations administered by the State Water Resources Control Board.

### WATR 153

#### Water Resources and Distribution II

**3 Units (AA/AS)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: WATR 150 and WATR 151; MATH 032 or MATH 144.*

A course in practical water supply with emphasis on the basic principles of hydraulics. The course will focus on clarifying pressure, head, buoyancy, friction loss, forces, velocity of flow and the size capacity relationship of distribution systems. The study of pump characteristics, sizing of pumps, water chemistry, water treatment, arithmetic, chemical treatment, and efficiency test procedures are included. 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 students for the State Water Resources Control Board D4 and D5 Water Distribution Operator's certification.

### WATR 156

#### Water Treatment I

**3 Units (AA/AS)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: WATR 150; MATH 032 or MATH 144.*

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 T1, T2, and T3 Water Treatment Operator's Certificate examinations given by the California State Water Resources Control Board.

### WATR 157

#### Water Treatment II

**3 Units (AA/AS)**

**Grade Mode: Pass/No Pass, Standard Letter**

*Strongly recommended: WATR 156; MATH 032 or MATH 144.*

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 T3, T4, and T5 Water Treatment Operator's Certificate examinations required by the California State Water Resources Control Board. 54 hours lecture.

### WATR 162

#### Water Use Efficiency I

**3 Units (AA/AS)**

**54 lecture hours**

**Grade Mode: Pass/No Pass, Standard Letter**

This class provides an overview and technical information on the role of the water efficiency coordinator or similar position in the public or private sector. Topics include: water supply and cycle, structure and operations of utilities, regulatory agencies, best management practices, water conservation programs and technologies. This class will prepare the student for the American Water Works Association (AWWA) grade 1 Water Use Efficiency Practitioner Certification.



**WATR 164****Water Use Efficiency II****3 Units (AA/AS)****54 lecture hours****Grade Mode: Pass/No Pass, Standard Letter**

*Prerequisite(s): WATR 162 or Grade 1 Water Use Efficiency Practitioner Certification or consent from the department based upon sufficient experience in the water industry.*

This course covers the implementation and monitoring of water use efficiency programs utilized by water conservation coordinators in the public and private sectors. Topic areas include: California Water Code and current conditions and legislation impacting the State's water supplies, measuring the cost-benefit of conservation programs, monitor water saving results, development and implementation of water shortage measures and strategic plans, review of water rates structures to encourage conservation, review of non-potable water supplies, and use of new technologies to reduce overall water demand in the urban sector. This class will prepare students for the California/Nevada American Water Works Association (AWWA) Grade 2 Water Use Efficiency Practitioner Certification exam.

## Programs

### Associate Degree

- A.S. in Water Technology (p. 304)

### Certificate of Achievement

- Certificate in Water Technology (p. 304)

## A.S. in Water Technology

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 T1, T2, T3, T4 and T5 Water Treatment Operator and D1, D2, D3, D4, and D5 Water Distribution Operator certification examinations given by the California Public Health Department. Coursework also provides contact hours for Operator certification maintenance requirements.

## Requirements

This degree requires meeting the Citrus College General Education and proficiency requirements combined with successful completion (grades of "C" and above) of the following major requirements:

### Required courses:

WATR 150	Introduction to Water Systems	3
WATR 151	Water Resources and Distribution I	3
WATR 153	Water Resources and Distribution II	3
WATR 156	Water Treatment I	3
WATR 157	Water Treatment II	3

### Select one (1) of the following courses:

BIOL 145	Environmental Science	3
PUB 155	Public Works Inspection	3
PUB 160	Public Administration	3
PUB 161	California Occupational Safety and Health	3

PUB 166	Supervision in Public Works	3
WATR 162	Water Use Efficiency I	3
WATR 164	Water Use Efficiency II	3
Total Units		18

## Learning Outcomes

### A.S. Degree Level Student Learning Outcomes

Students completing the Water Technology A.S. Degree will:

1. Demonstrate the safe handling of chemicals used in the Water industry and describe the Occupational Safety and Health Administration (OSHA) regulations related to public drinking water.
2. Describe and explain regulatory issues that relate to the public drinking water supply.
3. Diagram and explain the fundamentals of the water distribution system including SCADA (supervisory control and data acquisition), maintenance, pumps, hydraulics, and valves.
4. Given a scenario involving water contamination; identify the contaminants, recommend the best treatment, administer the treatment and then verify the contaminants are below allowable safety thresholds.

## Certificate in Water Technology

This program is designed to prepare students who wish to seek employment in the public drinking 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 T1, T2, T3, T4, and T5 Water Treatment Operator and D1, D2, D3, D4, and D5 Water Distribution Operator certification examinations given by the California Department of Public Health. Coursework also provides contact hours for Operator Certification maintenance requirements.

Employment opportunities include:

- pumping station operator,
- water line worker,
- water maintenance mechanic helper,
- water motor installer,
- water service dispatcher,
- treatment plant operator.

## Requirements

### Required courses:

WATR 150	Introduction to Water Systems	3
WATR 151	Water Resources and Distribution I	3
WATR 153	Water Resources and Distribution II	3
WATR 156	Water Treatment I	3
WATR 157	Water Treatment II	3

### Select one (1) of the following courses:

BIOL 145	Environmental Science	3
PUB 156	Concrete Structures and Inspection	3
PUB 160	Public Administration	3

PUB 161	California Occupational Safety and Health	3
PUB 165	Environmental Management	3
WATR 162	Water Use Efficiency I	3
WATR 164	Water Use Efficiency II	3
Total Units		18

Students may consult the ASSIST database (<http://www.assist.org>) for specific information on C-ID course designations. Counselors can always help students interpret or explain this information.

C-ID Course	Citrus College Course
ACCT 110	ACCT 101
ACCT 110	ACCT 101H
ACCT 120	ACCT 102
AJ 110	AJ 101
AJ 120	AJ 102
AJ 122	AJ 109
AJ 124	AJ 103
AJ 140	AJ 105
AJ 150	AJ 150
AJ 160	AJ 112
AJ 200	AJ 131
AJ 220	AJ 108
ANTH 130	ANTH 222
ART 110	ART 100A
ART 101	ART 121
ART 110	ART 111
ART 200	ART 115
ART 205	ART 112
ART 210	ART 130
BIOL 110B	BIOL 200
BIOL 135S	BIOL 124 + BIOL 125
BUS 110	BUS 130
BUS 115	BUS 152
BUS 120	BUS 160
CDEV 100	PSY 206
CDEV 110	CHLD 114
CHEM 110	CHEM 111
CHEM 120S	CHEM 111 + CHEM 112
CHEM 150	CHEM 210 + CHEM 211L
CHEM 160S	CHEM 210 + CHEM 211L + CHEM 220 + CHEM 221L
COMM 110	SPCH 101
COMM 150	SPCH 150
COMP 112	CSIS 111
COMP 122	CS 225
COMP 132	CS 232
COMP 142	CS 242
COMP 152	CS 252
ECE 120	CHLD 112
ECE 130	CHLD 116
ECE 200	CHLD 154
ECE 210	CHLD 156 + CHLD 156L
ECE 220	CHLD 144
ECE 230	CHLD 150
ECON 201	ECON 102
ECON 202	ECON 101
EDUC 200	CHLD 100
ENGL 120	ENGL 102

## Learning Outcomes

### Certificate of Achievement Level Student Learning Outcomes

Students completing the Water Technology Certificate of Achievement will:

1. Describe and explain regulatory issues that relate to the public drinking water supply.
2. Diagram and explain the fundamentals of the water distribution system including SCADA (supervisory control and data acquisition), maintenance, pumps, hydraulics, and valves.
3. Given a scenario involving water contamination; identify the contaminants, recommend the best treatment, administer the treatment and then verify the contaminants are below allowable safety thresholds.
4. Demonstrate the safe handling of chemicals used in the water industry and describe the Occupational Safety and Health Administration (OSHA) regulations related to public drinking water.

## Course Identification Numbering System (C-ID)

The Course Identification Numbering System (C-ID) is a statewide numbering system independent from the course numbers assigned by local California community colleges. A C-ID number next to a course signals that participating California colleges and universities have determined that courses offered by other California community colleges are comparable in content and scope to courses offered on their own campuses, regardless of their unique titles or local course number.

For example, if a schedule of classes or catalog lists a course bearing a C-ID number, for example COMM 110, students at that college can be assured that it will be accepted in lieu of a course bearing the C-ID COMM 110 designation at another community college. In other words, the C-ID designation can be used to identify comparable courses at different community colleges. However, students should always review the ASSIST database (<http://www.assist.org>) to confirm how each college's course will be accepted at a particular four-year college or university for transfer credit.

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

ENGL 130	ENGL 261	SPAN 210	SPAN 202
ENGL 135	ENGL 262	SPAN 220	SPAN 210
ENGL 140	ENGL 271	SPAN 230	SPAN 211
ENGL 145	ENGL 272	THTR 151	THEA 201
ENGL 160	ENGL 251	THTR 152	THEA 202
ENGL 165	ENGL 252	THTR 171	THEA 122
ENGL 180	ENGL 293	THTR 173	THEA 140
ENGL 200	ENGL 210	THTR 191	THEA 210
GEOG 110	GEOG 118	THTR 192	THEA 125
HIST 130	HIST 107		
HIST 130	HIST 107H		
JOUR 100	COMM 100		
JOUR 110	COMM 101		
JOUR 120	COMM 250		
JOUR 130	COMM 240A		
JOUR 150	COMM 104		
KIN 101	KIN 177		
MATH 150	MATH 170		
MATH 211	MATH 190		
MATH 221	MATH 191		
MATH 900S	MATH 190 + MATH 191		
MUS 100	MUSE 109		
MUS 110	MUSE 100		
MUS 120	MUSE 102		
MUS 125	MUSE 101		
PHIL 100	PHIL 106		
PHIL 100	PHIL 106H		
PHIL 120	PHIL 108		
PHIL 130	PHIL 130		
PHIL 140	PHIL 140		
PHIL 210	PHIL 210		
PHYS 105	PHYS 111		
PHYS 205	PHYS 201		
PHYS 210	PHYS 202		
PHYS 215	PHYS 203		
POLS 110	POLI 103		
POLS 110	POLI 103H		
POLS 120	POLI 108		
POLS 140	POLI 116		
POLS 150	POLI 104		
PSY 110	PSY 101		
PSY 110	PSY 101H		
PSY 120	PSY 212		
PSY 150	PSY 102		
PSY 200	PSY 203		
SOCI 110	SOC 201		
SOCI 115	SOC 202		
SOCI 130	SOC 114		
SOCI 150	SOC 118		
SPAN 100	SPAN 101		
SPAN 110	SPAN 102		
SPAN 200	SPAN 201		

# COLLEGE POLICIES AND NOTICES

## Academic Freedom Statement

It is the policy of the Citrus Community College District to support the principles of academic freedom, built upon the free expression and exchange of ideas that are inherent in the search for scholarly truth and upon which a free and democratic society depends. The district affirms the use of a variety of teaching methodologies to fulfill its obligation to raise difficult and meaningful questions in the educational development of students. Faculty are entitled to freely discuss issues germane to their subject matter. This freedom involves the right to introduce controversial topics, as long as the manner of presentation involves objective reasoning and rational discussion.

Academic freedom must be balanced with the obligation of the district to protect the right of students to learn in an environment characterized by civility, open inquiry, and freedom from unlawful discrimination. While faculty have the right to present ideas and conclusions which they believe to be in accord with available evidence, they also have the responsibility to acknowledge the existence of different opinions and to respect the right of others to hold those views. Faculty and students have a responsibility to engage in teaching and learning that honors and respects divergent viewpoints that are grounded in cultures of reason, logic, evidence and responsible scholarship.

When faculty (or any other district employees) speak or write as citizens, care should be taken to avoid the representation of any personal view as that of the district or of Citrus College.

## Academic Honesty

See Code of Conduct section below.

## Athletic Eligibility

See Athletics (p. 54): The Fighting Owls section

## Campus Disturbances

The willful disturbance of classes, college activities, or procedures is a misdemeanor. (California Penal Code, Section 626.6)

## Campus Safety

From January 1, 2014 through December 31, 2016, the following criminal offenses occurred on campus and were reported to Campus Safety and public agencies:

Offense	2014	2015	2016
Murder/Non-negligent Manslaughter	0	0	0
Negligent Manslaughter	0	0	0
Sex Offense (Forcible)	1	0	2
Forcible Rape	0	0	0
Forcible Sodomy	0	0	0
Sexual Assault with an Object	0	0	0

Forcible Fondling	1	0	2
Sex Offense (Non-Forcible)	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	1	2	0
Aggravated Assault	0	0	0
Arson	0	0	0
Burglary	0	1	1
Motor Vehicle Theft	0	0	0
Liquor Law Arrest/Citations	6	4	4
Liquor Law Violations (Referred for Disciplinary Action)	0	6	3
Drug Law Arrests	26	15	10
Drug Law Violations (Referred for Disciplinary Action)	43	20	17
Weapon Law Arrests	0	0	0
Weapon Law Violations (Referred for Disciplinary Action)	3	0	2
Dating Violence	0	1	1
Domestic Violence	0	0	0
Stalking	0	0	0
Hate (Bias) Crimes	0	0	0

## Catalog Rights

Students who maintain continuous enrollment may elect to graduate under the requirements of the Citrus College catalog in effect at the time of enrollment at Citrus College or at the intended date of graduation from Citrus College. Students will be able to receive a degree in a discontinued program for up to 5 years from the time the program was discontinued. Please see Administrative Policy 4100 for more information on catalog rights.

## 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 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 granted by the Citrus College administration to be without an adviser.

## Continuous Enrollment

A student is continuously enrolled if he/she receives a grade (A, B, C, D, F, FW, MW, P, NP, or I) in any semester, fall or spring, during each academic year. Continuous enrollment is maintained at Citrus College if a student transfers to another regionally accredited institution, as long as he/she maintains continuous enrollment at that institution.

Continuous enrollment is defined as attendance in one semester or two quarters (excluding summer or winter) within an academic calendar year at a regionally accredited institution.

## Discrimination & Sexual Misconduct Information (Title IX)

Citrus Community College District is committed to providing an educational environment that is safe and free from all forms of discrimination, sexual harassment, and sexual misconduct.

No community can be totally risk free in today's society. However, working together, students, faculty, staff, and visitors can help create an atmosphere which is as safe and crime-free as possible. Sections 66281.5 and 67385.7 of the California Education Code require that community college districts adopt and implement procedures to ensure prompt response to victims of sexual harassment and sexual misconduct which occur both on and off-campus, as well as, providing victims with information regarding post sexual assault treatment options and services.

Citrus College is proactive in offering a safe environment for students, faculty, staff, and visitors and will not tolerate sexual misconduct. For this, Citrus College offers prevention and education information and orientation programs about domestic violence, sexual assault, dating violence, and stalking to students, faculty, staff, and visitors to help prevent the risk of sexual harassment and sexual misconduct on or off-campus. Additional information is available through the Sexual Violence Prevention Statement on the Citrus College web site (<http://www.citruscollege.edu/stdntsrvc/studentdean/ab1088>).

All Citrus College employees are deemed "responsible employees" and must report any violations or alleged violations of sexual harassment, sexual misconduct, domestic violence, dating violence, stalking, and retaliation involving students. A "responsible employee" who receives a report of sexual harassment or sexual misconduct must promptly notify the Title IX Coordinator at (626) 914-8830.

## Sexual Harassment (Board Policy 7102/Administrative Procedure 7101.1)

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, and other conduct of sexual nature when:

- Submission to the conduct is made a term or condition of an individual's academic status or progress;
- Submission to, or rejection of, the conduct by the individual is used as a basis of academic decisions affecting the individual;
- The conduct is so severe, pervasive, and objectively offensive that the victim is effectively denied access to an educational opportunity or benefit; or
- Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the community college.

Any student or employee who believes that he/she has been harassed or retaliated against in violation of Board Policy 7102 should immediately report such incidents by following the procedure described in Administrative Procedure 7101.1 entitled "Discrimination Complaint Procedure: Students." Supervisors are mandated to report all incidents of harassment and retaliation that come to their attention. Employees who violate the policy and procedures may be subject to disciplinary action up to and including termination. Students who violate this policy and related procedures may be subject to disciplinary measures up to and including expulsion.

To file a complaint on allegations of sexual harassment, discrimination, or retaliation based on a protected category against a College employee or student, contact the Title IX Coordinator at (626) 914-8830. To file a complaint, refer to Discrimination Complaint Procedures (Administrative Procedure 7101.1).

## Sexual and Other Assault (Board Policy 3540/Administrative Procedure 3540)

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, or threat of sexual assault. 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, including, but not limited to rape as defined by California law, whether committed by a student, faculty, staff or visitor, that occurs on District property, 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 Board Policies and Administrative Procedures, and is subject to all applicable punishment, including criminal procedures and/or civil prosecution, and employee or student discipline procedures. Students, faculty, staff, and visitors who may be victims of sexual and/or other assaults shall be treated with dignity and provided comprehensive assistance.

Any sexual violence against the wishes and without the affirmative consent of the violated person, whether by a stranger or by an acquaintance, whether against a woman or a man, is a violation of the law. "Affirmative consent" means affirmative, conscious, and voluntary agreements to engage in sexual activity. It is active, not passive. Silence, in and of itself, is not consent. Prior consent is not consent to future

acts. A person must be fully conscious and aware of their actions to be able to give consent. This means that a person who is asleep, drugged, intoxicated, unconscious, a minor, mentally impaired, or incapacitated cannot give consent. Intercourse under any of these circumstances is rape.

Any person who has been the victim of sexual misconduct or who has information regarding sexual violence on campus is strongly urged to call 911 or the police or sheriff department in the city where the crime took place and report the situation as soon as possible. If you are the victim of sexual assault on or off-campus you may also:

1. Go to a safe place. If on campus, you may call Campus Safety 24 hours a day, 7 days a week at (626) 914-8611. You may also visit or contact the Student Health Center (SS 147) during business hours at (626) 914-8671.
2. Help preserve evidence. You do not have to decide immediately whether or not you want to pursue a criminal complaint. Collecting evidence immediately following an assault will be helpful if you decide to press charges later.
3. Seek emotional care and support. Don't try to deal with this situation alone. Call a friend, family member, or someone with whom you feel you can talk to. A 24 hour rape crisis hotline is available where help may be sought by calling (626) 793-3385.
4. Get medical attention as soon as possible to assess and treat physical injuries you may have sustained and to collect evidence of the assault. Choose to go directly to a hospital emergency room for medical care. Please keep in mind that there are many off-campus and confidential resources that can provide different support services to you in a time of crisis. This includes but is not limited to:
  - Rape Treatment Center offers a free rape exam with police officer authorization. Free rape exams are also available without police authorization, although police presence is strongly encouraged. (310) 319-4000, located at 1250 16th Street, Santa Monica CA.
  - 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:**
    - San Bernardino Sexual Assault Services: (626) 885-8884
    - Peace Over Violence: (626) 966-4155
    - Family Counseling Services (626) 308-1414
    - Glendora Police Department: (626) 914-8250
    - Foothill Presbyterian Hospital: (626) 963-8411
    - (909) 626-HELP (4357) or (626) 966-4155
5. If the perpetrator is a student at Citrus College, consider reporting the assault to the Manager of Human Resources & Staff Diversity/ Title IX Coordinator at (626) 914- 8830 and/or police. Telling the police does not commit you to further legal action. The Title IX Coordinator, Campus Safety, and Student Health Center are campus Non-Confidential Resources.

## Confidentiality and Privacy

The Title IX Coordinator uses discretion and seeks to protect the privacy of all persons involved in complaints of sexual harassment and sexual misconduct. Unless explicitly stated, persons or entities on campus are not confidential and may have an obligation to report your disclosure to the Title IX Coordinator at (626) 914-8830.

If you experience any type of sexual misconduct and want to speak to someone confidentially about your options, rights, and experiences, contact a confidential resource.

## 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. For further information, please see AP 6750 policy.

## Drug Free Policy

References: Drug Free Schools and Communities Act, 20 U.S.C. Section 1145g and 34 C.F.R. Section 861 et seq.; Drug Free Workplace Act of 1988, 41 U.S.C. Section 702

The district is committed to maintaining an environment free from the unlawful possession, use, or distribution of illegal substances and alcohol by students and employees.

With the exception of alcohol products intended fully for use in classroom scientific experiments and not intended for human consumption, the unlawful manufacture, distribution, dispensing, possession or use of alcohol or any other controlled substance is prohibited on district-owned or controlled property, at district-sponsored or supervised functions, or related to or arising from District attendance or activity.

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 superintendent/president.

The superintendent/president 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.

## 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.

The student grievance procedure does not apply to student disciplinary actions covered under separate board policies and administrative procedures and parking citations "tickets" obtained on campus. 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 or read further on the Citrus website (<http://www.citruscollege.edu/stdntsrvt/studentaffairs/grievances/Pages/default.aspx>).

## Hazing

Hazing is prohibited in California schools. Violators may be punished by a fine not to exceed \$1,000 and/up to a year in jail.

## Nondiscrimination Policy

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

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

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 categories 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 with Disabilities Act of 1990.

Students who have questions or concerns about the nondiscrimination policy can contact the Manager of Human Resources/Staff Diversity & Title IX Coordinator at (626) 914-8830.

## Open Enrollment

All courses, course sections, and classes offered by Citrus College are open for enrollment to any person who has been admitted to the college. Enrollment may be subject to any priority system that the college has established. Enrollment may also be limited to students meeting properly validated prerequisites and co-requisites of certain academic programs, or due to other practical considerations such as exemptions set out in statute or regulation.

## Registered Sex Offender Information

Information concerning registered sex offenders may be obtained from the

Glendora Police Department  
150 S. Glendora Avenue  
Glendora, CA 91741

by calling 626-914-8250 or visiting the California Department of Justice's Megan's Law website (<https://www.meganslaw.ca.gov>).

Sex offenders are required to register with the police in the jurisdiction in which they reside.

## Smoking on Campus

See Substance Abuse (p. 311).

## Standards of Conduct

The Superintendent/President shall establish procedures for the imposition of discipline on students in accordance with due process requirements of federal and state laws, and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension or expulsion of a student.

The Board of Trustees shall consider any recommendation from the Superintendent/President for a student's expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the College catalog and other means.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student:

1. Causing, attempting to cause, or threatening to cause physical injury to another person;
2. Possession, sale or otherwise furnishing any firearm, knife, explosive, or other dangerous object, including but not limited to any facsimile firearm, knife, or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee with the concurrence of the Superintendent/President;
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging, or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5;
4. Committing or attempting to commit robbery or extortion;
5. Causing or attempting to cause damage to District property or to private property on campus;
6. Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus;
7. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the College or the District;
8. Committing sexual harassment as defined by law or by District Board Policies and Administrative Procedures;
9. Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law;
10. Willful misconduct which results in injury or death to a student or to District personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus;

11. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, District personnel;
12. Cheating, plagiarism (including plagiarism in student publications), or engaging in other academic dishonesty;
13. Dishonesty, forgery, alteration or misuse of District documents, records or identification; or knowingly furnishing false information to the District;
14. Unauthorized entry upon or use of District facilities;
15. Lewd, indecent or obscene conduct on District-owned or controlled property, or at District-sponsored or supervised functions;
16. Engaging in expression which is obscene, libelous or slanderous; or which so incites students as to create a clear and present danger of the commission of unlawful acts on District premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District;
17. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct;
18. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or type-written class notes, except as permitted by any District Board Policy or Administrative Procedure;
19. Violation of College rules or regulations including campus policies concerning the student organizations, the use of College facilities, or the time, place and manner of public expression;
20. Persistent violation of class room standards of conduct as established by the instructor;
21. Any other cause not listed above which is identified as "Good Cause" by the Education Code.

For detailed information regarding student discipline, see Board Policy BP 5500 (<http://www.citruscollege.edu/admin/bot/Pages/PoliciesProcedures.aspx>).

## Student Complaint Procedures

Citrus College wants to ensure that all students are afforded fair and equitable treatment in the application of the District procedures and regulations. Students who believe that there has been a violation or misapplication of the regulations in the college catalog, board policies, operating procedures, or who feel they have been denied due process may file a complaint. Please complete the

"Student Complaint Form," which can be found on the Citrus College Student Affairs webpage (<http://www.citruscollege.edu/stdntsrvt/studentaffairs/grievances>).

## Student Rights and Privacy Act

Citrus College student records are maintained in accordance with the Education Code, Title 5, California Civil Code, and the U.S. Patriot Act. 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 AP 5040.

A student's directory information (student's name, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance and degrees and awards received, may be released upon request unless the Admissions and Records Office receives written notification that a student reserves the right to authorize,

in writing and, on an individual request basis, the access and release of the directory information. Such notice of restriction will remain in effect until it is countermanded in writing.

Additionally, the law provides that a student 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.

## Student Right-to-Know

In compliance with the Student Right-To-Know and Campus Security Act of 1990, 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. Student Right-To-Know (SRTK) refers to a federally-mandated public disclosure of a college's completion rate and transfer rate. The intent of SRTK is to provide to the consumer a statistic of comparable effectiveness that they can use in the determination of college choice. All colleges nationwide are effectively required to participate in the disclosure of rates by January 2000.

SRTK is a "cohort" study; that is, a group of students who are first-time freshmen, are enrolled full-time and are degree-seeking, is identified in a fall term and their outcomes are measured over a period of time. The outcomes that the two SRTK rates measure are completion (the total number of students in the cohort who earn either a degree, a certificate, or who successfully completed a two-year-equivalent transfer-preparatory program) and transfer (the total number of cohort non-completers who were identified as having enrolled in another institution). The tracking period of the cohorts is three (3) years, at which time the SRTK rates are calculated and made public.

SRTK Rates are derived and reported yearly on the IPEDS-GRS (Integrated Postsecondary Educational Data System-Graduation Rate Survey). The IPEDS-GRS also tracks part-time student cohorts over a six (6) year period; however, full-time cohort status after three years is the only basis for calculating SRTK rates.

Access to the Citrus College Student Right-To-Know Rates and further information about the rates and how they should be interpreted is available through the "Student Right-To-Know Information Clearinghouse" website (<http://srk.cccco.edu>) maintained by the Chancellor's Office, California Community Colleges.

Questions concerning students' rights under the privacy act should be directed to the Admissions and Records Office, 626-914-8511.

## Substance Abuse Policy

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 7103, 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.



## Faculty and Administrators

### A

**Acosta, Jorge** (2016)

Counseling

B.A., M.S., California State University, Long Beach

**Afzali, Ana** (1997)

Spanish

A.S., Westbrook College; B.A., University of Maryland; M.A. Ph.D, University of California, Los Angeles

**Aguirre, Shellyn** (2014)

Counseling

B.A. California State Polytechnic University, Pomona; MSW, California State University, Los Angeles

**Allahbachayo, Salima** (2009)

Director of Health Sciences

B.A., Aga Khan University; M.S., University of California, Los Angeles

**Anderson, Brian** (1999)

Mathematics

B.S., Hofstra University; M.A., Claremont Graduate School

**Ary, Nichole** (2016)

Speech Communications

B.A., M.A., California State University, Fullerton

### B

**Barajas, Noemi** (2013)

Nursing

B.S., California State University, Dominguez Hills; M.S., Mount St. Mary's College

**Bautista, Susan** (2006)

Cosmetology

A.S., Mt. San Antonio College

**Besancon, Cathrine** (2016)

Art History

B.A., University of California, Los Angeles; M.A., Ph.D., University of Southern California

**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; DNP, University of Colorado

**Borja, Patrick** (2004)

Accounting

B.S., M.A., M.B.A., California State University, Los Angeles

**Bosler, Sally** (2010)

Librarian

B.A., Azusa Pacific University; M.Ed., Azusa Pacific University; MLIS, San Jose State University

**Boxley, Jackie** (2004)

Kinesiology

B.S., California State University, Fullerton; M.A., Azusa Pacific University

**Brawner, Mary** (1990)

Kinesiology

B.S., Fort Hays State University; M.S., Fort Hays State University

**Brown, Cherie** (1998)

Theatre Arts

B.A., California State University, Fullerton; M.F.A., University of California, Irvine

**Brown, David** (1999)

Automotive Technology

A.S., Citrus College

**Brown, Rick** (2006)

Psychology

B.A., University of Louisville; M.A., Ph.D., Emory University

**Buchwald, Rosalinda** (1983)

Director of Fiscal Services

B.S., M.B.A., University of La Verne

### C

**Castillo, Claudia** (2004)

Counseling

B.A., California State University, Fullerton; M.A., Chapman University

**Clark, Jeremy** (2001)

Automotive Technology

B.S., California State University, Long Beach

**Cole, Morgan** (2016)

Mathematics

B.S., California State Polytechnic University, Pomona; M.S., University of South Carolina

**Cross, Cynthia** (2005)

ESL / English

B.A., University of California, Riverside; M.A., California State Polytechnic University, Pomona

**Cross, Peter** (2015)

Biological Sciences

B.S., University of California, San Diego; M.S., James Cook University

### D

**D'Amato, Jennifer** (2014)

Nursing

B.S., California State University, Los Angeles; M.S., University of Phoenix

**Dain, Claudette** (2014)

Vice President of Finance and Administrative Services

B.S., California State Polytechnic University, Pomona; M.B.A., California State University, Dominguez Hills

**Dau, Carsten** (1997)

English

B.A., M.A., Louisiana State University

**Dellner, Thomas** (2017)

Executive Director of Communications and External Relations

B.A., Denison University; J.D., Ohio State University

**Desimone, Natalie** (2014)

Counseling

B.A., Chapman University; M.A., University of California, Los Angeles

**Dhillon, Dalvir** (2016)

Nursing

Nursing certifications, B.S., Panjab University

**Diamond, Fred** (2011)

Director of Facilities and Construction

A.S., Long Beach City College; B.A., Chapman University; M.B.A., University of La Verne

**Dominguez, Victoria** (2012)

Mathematics

B.A., M.S., University of Southern California; M.A., California State University, Fullerton

**Duffy, Dyane** (2001)

Visual Art

B.A., California State University, Chico; M.F.A., Claremont Graduate school

**Durfield, Timothy** (2006)

Business

B.S., M.B.A., Azusa Pacific University; J.D., Western State University College of Law

**E****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, Jeanette** (2006)

Licensed Vocational Nursing

B.S., M.S., University of Phoenix

**Everest, Robert** (1999)

Mathematics

B.A., M.S., Southern Oregon University; M.A., Azusa Pacific University

**Everett, Ann** (2012)

Cosmetology

B.S., California State University, Fullerton

**F****Farahani, Badieh** (2006)

Chemistry

B.S.E., University of Michigan; M.S., California State Polytechnic University

**Farnum, Martin** (2016)

Chemistry

B.S., University of California, Irvine; Ph.D., University of California, Berkeley

**Fernandes, Richard** (1992)

Architecture - Drafting Technology

B.A., San Diego State University; M.A., California State University, Los Angeles; Ph.D., Pepperdine University

**Fincher, John** (1998)

Speech Communications

B.S., West Georgia College; M.A., California State University, Los Angeles

**Fink, Brenda** (1996)

Manager of Human Resources / Staff Diversity &amp; Title IX Coordinator

B.A., M.A., University of La Verne; M.B.A., University of Redlands

**Floch-Garcia, Christina** (2017)

Director of Foundation

B.A., M.A., Azusa Pacific University

**Flores, Richard** (1998)

Information Technology &amp; Information Systems

B.A., M.A., California State University, Northridge; M.S., Pepperdine University

**G****Garate, Elisabeth** (2000)

Spanish

B.A., M.A., California State University, Los Angeles; Ph.D., University of California, Los Angeles

**Ghidella, Richard** (2004)

Business

B.A., M.B.A., California State University, Fullerton

**Glover, Patty** (2004)

Cosmetology

B.S., California State University, San Bernardino

**Goedhart, Christine** (2012)

Biological Sciences

B.S., California State University, Fullerton; Ph.D., University of California, Irvine

**Gomez, Steven** (2001)

Kinesiology

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, Rina** (2017)

Dental Technology

B.S., University of La Verne; M.S., Azusa Pacific University

**Gonzales-Tapia, Sara** (2006)

Director of EOP&amp;S, CARE and CalWORKS

B.A., M.Ed., University of California, Los Angeles

**Gonzalez, Rudy** (2006)

Mathematics

B.A., M.S., California State University, Los Angeles

**Goodman, Robert** (2000)

Forestry

B.S., 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

**Grossman, Bruce** (2004)  
Business  
B.S., State University of New York, Binghamton; J.D., Washington  
University

**Guebert, Toby** (1996)  
ESL  
B.A., M.A., University of Illinois

**Gunderson, Mark** (2000)  
English  
B.A., University of Maryland; M.S., Johns Hopkins University

**Gutierrez, Jesus** (2008)  
Mathematics  
B.S., University of California, Los Angeles; M.S., California State  
University, Los Angeles

**Gutierrez, Raquel** (2017)  
Counseling  
B.A., California State University, Los Angeles; M.S., Azusa Pacific  
University

**Guttman, Kenneth** (1991)  
Psychology  
B.S., University of California, Los Angeles; M.S., California State  
University, Los Angeles

**Guzman, Jennifer** (2015)  
Nursing  
A.S., Citrus College; B.S.N., Mount St. Mary's College; M.S.N., Mount St.  
Mary's College

## H

**Hadsell, Clifford** (2004)  
Emergency Medical Technician  
B.S., University of La Verne; M.P.A., California State University, Long  
Beach; Ph.D., University of Nebraska

**Hahn, Shelley** (1999)  
Child Development  
B.A., California State Polytechnic University, Pomona; M.A., California  
State University, Los Angeles

**Han, June** (2007)  
Biological Sciences  
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, Planning and Effectiveness

B.A., Tsinghua University; M.E., Ph.D., University of Southern California

**Hartman, Steve** (1987)  
Adapted Physical Education  
B.S., M.S., Brigham Young University

**Hathaway, George** (1998)  
Earth Science  
B.S., San Diego State University; Ph.D., University of California, Los  
Angeles

**Henson, Nicholas** (2016)  
English  
B.A., University of California, Davis; M.A., Ph.D., University of Oregon

**Hernandez, Michelle** (2012)  
Counseling  
B.A., University of California, Los Angeles; M.S.W., California State  
University, Northridge

**Hernandez, Salvador** (2004)  
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)  
Dean of Social and Behavioral Sciences, and Distance Education  
B.S., University of Pittsburgh; M.S., University of Houston; Ed.D.,  
California State University, Fullerton

**Heyman, Jana** (2016)  
English  
A.A., Citrus College; B.A., Pitzer College; M.A., California State University,  
Fullerton

**Hillman, Michael** (1997)  
Ceramics  
B.A., M.A., California State University, Long Beach

**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; Ed.D.,  
University of La Verne

**Hughes, Robert** (2017)  
Chief Information Services Officer  
B.A., Washington State University; M.B.A., California State University,  
Fullerton

## I

**Iverson, Robert** (2008)  
Director of Purchasing & Warehouse  
B.A., California State University, San Bernardino

## J

**Jackson, Matt** (2001)

Visual 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

**Juncosa, Barbara** (2012)

Biology  
B.S., University of Miami; Ph.D., Rockefeller University

## K

**Kaisler, Denise** (2004)

Astronomy  
B.Sc., University of Western Ontario; M.Sc., McMaster University; M.S., Ph.D., University of California, Los Angeles

**Kang, Eun** (2015)

English  
B.A., Wellesley College; M.A., University of Akron

**Kary, David** (1999)

Astronomy  
B.S., University of British Columbia; Ph.D., State University of New York, Stony Brook

**Keller Konya, Amanda** (2016)

Photography  
B.F.A., California Institute for the Arts; M.Ed., California State University, Northridge; M.F.A., Otis College of Art and Design

**Kim, Andrew** (2004)

Behavioral Sciences  
B.S., University of California, San Diego; M.A., Ph.D., University of California, Los Angeles

**Klein, Dawn** (2016)

Dental Technology  
R.D.A., Baldy View Regional Opportunity Program; Dental Services teaching credential, University of San Diego; A.A., B.S., University of Phoenix

**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 College; B.V.E., M.A., California State University, San Bernardino

## L

**Lancaster, James** (2000)

Dean of Curriculum, Career, Technical and Continuing Education  
A.S., Cerritos College; B.V.E., California State University, Long Beach; M.A., California State University, Los Angeles; Ed.D., California State University, Fullerton

**Langford, W.** (1997)

Music

B.M., California Institute of the Arts; M.M., Southwestern Theological School of Music

**Lee, Sophia** (2016)

Mathematics  
A.A., East Los Angeles College; B.A., University of California, Berkeley; M.A., California State University, Fullerton

**Lipp, Gregory** (2016)

Automotive Technology  
A.A., Citrus College

**Liskey, Renee** (2014)

Dance  
A.A., Citrus College; B.A., California State University, Fullerton; M.A., California State University, Dominguez Hills

**Longyear, Alicia** (2006)

Counseling  
B.A., University of Redlands; M.S., University of La Verne; Certificate in Sport Counseling, University of La Verne

**Love, Jamie** (2016)

Philosophy and Humanities  
B.A., Pitzer College; M.A., California State University, Dominguez Hills

**Lubisich, Senya** (2004)

History and Humanities  
B.A., M.A., Ph.D., University of California, Riverside

## M

**Malik, Huma** (2016)

Biological Sciences  
B.S., M.S., California State Polytechnic University, Pomona

**Martinez, Suzanne** (2016)

English  
A.A., Mt. San Antonio College; B.A., M.A., California State University, Los Angeles

**McBurney, Robin** (1997)

Counseling  
A.A., Eckerd College; B.A., University of California, Santa Cruz; M.S., California State University, Los Angeles

**McDonald, Martha** (2004)

Vice President of Student Services  
B.A., M.A., Chapman University; Ed.D., California State University, Fullerton

**McGarry, Anna** (1999)

Spanish  
B.A., M.A., University of California, Davis; M.A., California State University, Sacramento

**McLeod, Jennifer** (2006)

Counseling  
B.A., Southern California College / Vanguard University; M.S., California School of Professional Psychology / Alliant International University, San Diego

**McMillan, Gordon** (2015)

Recording Technology  
A.S., SAE Institute; B.S., M.S., Full Sail University

**Medrano, Esmeralda** (2006)

Mathematics  
B.S., University of California, Los Angeles; M.S., California State University, Los Angeles; Ed.D., California State University, Fullerton

**Miles, Terrence** (1998)

Chemistry  
B.S., California State University, Northridge; M.A., University of California, Santa Barbara

**Miller-Thayer, Jennifer** (2015)

Anthropology  
A.A., Pasadena City College; B.A., M.A., California State University, Los Angeles; Ph.D., University of California, Riverside

**Miramontes, Nathalie** (2017)

Counseling - EOP&S/CARE  
B.S., California State University, Fullerton

**Morrish, Maria** (2010)

Cosmetology  
License, Royal Hair Institute Barbering College; Instructor Training, Pasadena City College; A.S., Citrus College; B.A., University of San Diego

**Munoz, Gino** (2007)

Music  
A.A., Citrus College; B.A., M.M., Azusa Pacific University

**Mustain, James** (2001)

Information Technology & Information Systems  
B.A., University of California, Los Angeles; M.S., University of Southern California; M.B.A., California State University, Long Beach

**N****Nguyen, Tracy** (2016)

Mathematics  
B.S., M.S., California State Polytechnic University, Pomona

**Nguyenhuu, Rick** (2000)

Mathematics  
B.S., California State University, Fullerton; M.S., California State University, San Bernardino

**O****O'Hara, Stephen** (2000)

Recording Technology  
Correctas posted

**O'Neil, Margaret** (1990)

Communication Studies / Journalism  
B.A., St. Mary's College; M.A., Creighton University

**Odegaard, Eric** (2012)

English  
B.A., California State University, Fullerton; M.A., Claremont Graduate University

**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

**Over, Lucinda** (1995)

Dean of Counseling

B.A., M.A., Azusa Pacific University; Ed.D., University of La Verne

**Overly, David** (1991)

English  
B.A., University of So. Florida; M.A., University of Southern California; Ph.D., Union Institute and University

**Owens, Todd** (2016)

Assistant Director of Fiscal Services

**P****Paek, Hedly** (1991)

Mathematics  
B.A., University of California, Los Angeles; M.S., California State University, Northridge

**Payne, Renee** (2016)

Nursing  
A.S., Los Angeles College of Nursing; B.S., M.S., Azusa Pacific University

**Perri, Geraldine** (2008)

Superintendent/President  
A.A., Hostos Community College; B.S., M.A., New York University; M.A., Ph.D., Fielding Graduate University

**Peters, Gerhard** (2007)

Political Science  
A.B., Georgetown University; M.A., University of San Diego; M.A., C. Phil., University of California, Santa Barbara

**Plug, Michelle** (2006)

Articulation Officer  
B.A., California State University, Fullerton; M.S., University of La Verne

**Provencher, Henry** (2015)

Administration of Justice  
B.A., Sonoma State University; M.A., California State University, San Bernardino

**R****Rabito, Eric** (1994)

Dean of Natural, Physical & Health Sciences  
B.S., California State Polytechnic University, Pomona; M.A., University of California, Riverside; Ed.D., California State University, Fullerton

**Rachford, Maryann** (1997)

Multi-Media  
A.A., Pasadena City College; B.A., M.A., California State University, Los Angeles; Ed.D., Azusa Pacific University

**Ramos, Gloria** (2004)

Physics  
B.S., M.S., Florida International University

**Ray, Michael** (2016)

History  
B.A., Loyola Marymount University; M.A., Ph.D., University of California, Los Angeles

**Richard, Levi** (2001)

Business  
B.A., M.B.A., Azusa Pacific University; D.B.A., Alliant International University

**Riderer, Lucia** (2005)

Physics

B.S., Babes Bolya University; M.A., California State University, San Bernardino; Ed.D., Brandman University

**Ritacca, Elisabeth** (2015)

History

B.A., Walla Walla College; M.A., Purdue University; Ph.D., University of California, Davis

**Rivadeneira, Justina** (2001)

Counseling

B.A., M.A., California State University, San Bernardino

**Rodriguez, Traci** (2016)

Kinesiology

B.A., Briar Cliff University; M.A., Wayne State University

**Rodriguez, David** (2016)

Counseling

B.A., California State Polytechnic University, Pomona; M.S., University of La Verne

**Ross, Glen** (1994)

Political Science

B.A., University of Utah; M.A., Brigham Young University

**Rubio, Mariano** (2012)

Automotive Technology

A.S., Citrus College

**Rudd, Rebecca** (2006)

English

A.A., Orange Coast College; B.A., M.A., California State University, San Bernardino

**Ryba, David** (1995)

Chemistry

B.S., Harvey Mudd College; Ph.D., University of California, Santa Barbara

**S****Saldana, Rudy** (1997)

Philosophy

A.A., Mt. San Antonio College; B.A., California State University, Fullerton; M.A., Claremont Graduate School

**Salwak, Dale** (1973)

English

B.A., Purdue University; M.A., Ph.D., University of Southern California

**Sammis, Robert** (2008)

Director of Human Resources and District Chief Negotiator

B.A., California State University, Long Beach; J.D., Glendale University College of Law

**Samoff, Sheryl** (2005)

Sociology

A.A., Fullerton College; B.A., M.A., California State University, La Verne

**Sanchez, Raul** (2010)

Counseling

B.A., California State University, Sacramento; M.S., University of La Verne

**Schmiedt, Patrick** (2015)

Communication Studies / Journalism

B.S., M.A., University of Wyoming

**Scott, Chris** (1997)

Mathematics

B.S., M.S., University of California, Los Angeles

**Sequeira, Gerald** (2012)

Dean of Admissions and Financial Aid

B.S., J.D., University of California, Los Angeles

**Shaw, Nickawanna** (2006)

Kinesiology

B.A., Mount Holyoke College; M.S., Smith College

**Shimokawa, Kristie-Ann** (2006)

Counseling

B.A., University of Hawaii, Manoa; M.S., California State University, Los Angeles

**Shrope, Douglas** (1994)

Music

B.A., California State University, Los Angeles

**Simpson, Lakisha** (2016)

Child Development

B.S., California State University, Fullerton; M.A., Pacific Oaks College

**Sin, Eileen** (2015)

Counseling

A.A., Pasadena City College; B.A., University of California, Irvine; M.S., California State University, Northridge

**Skalicky, James** (1988)

Psychology

B.S., M.A., Loyola University; Ph.D., Kansas State University

**Slack, Robert** (1987)

Dean of Visual and Performing Arts

A.A., Solano Collano; B.A., California State University, Chico; M.M., Indiana University

**Smith, Marianne** (2012)

Director, Institute for Completion &amp; Grant Development/Oversight

B.A., Prescott College; M.A., Chapman University; Ph.D., University of California, Riverside

**Smolin, Robert** (2001)

Business

B.A., California State University, Fullerton; M.B.A., California State University, Long Beach

**Solheim, Bruce** (1998)

History

B.A., Campbell University; M.A., Pacific Lutheran University; Ph.D., Bowling Green State University

**Solis, Roberto** (2000)

Computer Science

A.S., National Institute of Technology; B.S., California State University, Los Angeles; M.S., Azusa Pacific University

**Spalding, Jennifer** (2016)

Kinesiology

B.A., University of California, Irvine; M.S., Azusa Pacific University

**Spor, Arvid** (2012)

Vice President of Academic Affairs  
B.S., Oregon State University; M.S., California State University, Long Beach; Ed.D., University of Southern California

**Styles, Christine** (2008)  
Economics  
B.A., San Diego State University; M.A., Ohio State University

**Sullivan, Nora** (2015)  
Biological Sciences  
B.A., Amherst College; MPhil, University of Cambridge; Ph.D., Harvard University

**Swan, Alfie** (1999)  
Mathematics  
B.S., M.S., California State University, Los Angeles

**Swatek, Cheryl** (2014)  
Kinesiology  
B.S., California State University, Long Beach; M.A., National University

**Swatzel, James** (2004)  
Mathematics  
B.S., University of Redlands; M.A., California State University, San Bernardino

## T

**Telesca, Lisa** (1995)  
English  
B.A., M.A., Loyola Marymount University

**Thomas, Carol** (2012)  
Director of Financial Aid  
A.A., University of Maryland; B.S., University of Phoenix; M.A., National University

**Tippins, Ralph** (1990)  
Mathematics  
B.A., Humboldt State University; M.S., Ohio State University

**Tolano-Leveque, Maryann** (2016)  
Dean of Students  
B.S., M.A., California State Polytechnic University, Pomona; Ed.D., University of Southern California

**Trad, Mohamad** (2001)  
Mathematics  
B.A., M.A., California State University, San Bernardino

**Tsark, Eleanor** (2017)  
Biology

**Tucker, Gail** (1990)  
Licensed Vocational Nursing  
B.S., B.A., Azusa Pacific University

## V

**Van Citters, Beverly** (1990)  
English  
B.S., M.Ed., Penn State University; Ph.D., University of Pittsburgh

**Van Horn, Tasha** (1998)  
Speech Communications

B.A., M.A., California State University, Fullerton

**Vaughan, John** (1999)  
Dance  
B.F.A., University of North Carolina at Greensboro; M.A., California State University, Dominguez Hills

**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)  
Communication Studies  
B.A., University of California, Santa Barbara; M.A., University of Colorado

**Volonte, Daniel** (2004)  
Theatre Arts  
A.A., Citrus College; B.A., M.F.A., California State University, Fullerton

## W

**Waddington, Brian** (2000)  
History  
B.A., University of California, Berkeley; M.A., San Francisco State University

**Wheeler, Andrew** (2017)  
Kinesiology  
B.A., M.S., Azusa Pacific University

**White, Gailynn** (1999)  
Sociology  
B.A., M.A., Arizona State University; Ph.D., Capella University

**White, Sheila** (2000)  
Mathematics  
B.A., M.A., California State University, Fullerton

**Wise, Jody** (2004)  
Dean of Kinesiology/Health/Athletics  
B.A., University of Nebraska, Kearney; M.S., University of Arizona

**Wong, Julie** (1991)  
Licensed Vocational Nursing  
C.C.R.N., American Association of Critical Care Nurses; B.S., California State University, Long Beach

**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)  
Kinesiology  
B.A., University of Dubuque; M.A., Azusa Pacific University

**Y**

**Yee, Stephanie** (2008)

Counseling

B.A., University of California, Los Angeles; M.S., California State University, Northridge

**Yee, Flora** (2015)

Counseling

B.A., University of California, Los Angeles; M.A., California State University, Northridge

**Z**

**Zawahreh, Louie** (2015)

Economics

B.A., M.A., California State Polytechnic University, Pomona

**Zhuang, Ying** (1999)

Mathematics

B.S., Gueizhou Institute of Technology; M.S., Jiangsu Institute of Technology; M.S., Oklahoma State University



## Faculty and Administrators Emeriti

- **Abas, Audrey** (2012)  
DSP&S Counselor
- **Alvarado, Bertha** (1994)  
Cosmetology
- **Anderson, Frank D.** (1987)  
Physical Education
- **Andrus, Georgeann** (1996)  
Biological Sciences
- **Andrus, Patricia** (1989)  
Nursing
- **Anson, Melanie** (2017)  
Speech
- **Arredondo, Dora** (2017)  
Dental Assisting
- **Avalos, Stephen** (2017)  
Counseling
- **Baggett, Pat J.** (2002)  
Business
- **Bakhit, Kathy** (2012)  
Economics
- **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
- **Bohatch, Gene** (2010)  
Director of International Trade Center
- **Bollinger, Ben D.** (2005)  
Dean of Fine and Performing Arts
- **Boquiren, Connie** (2015)  
Nursing
- **Bowman, Deborah** (2015)  
Nursing
- **Bowman, Galen** (1984)  
Counseling
- **Bradley, Betty L.** (1969)  
Dental Assisting
- **Bratt, George** (1988)  
Mechanical Technology
- **Briones, Arthur M.** (2004)  
Dean of Counseling
- **Brooks, Ervalyn** (2012)  
Director of Cosmetology
- **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
- **Call, Jack** (2016)  
Philosophy
- **Campbell, Warren** (1992)  
Social Sciences
- **Carlson, Frederic** (1998)  
Speech, Drama
- **Carlson, George** (2002)  
Astronomy
- **Carr, Darrell** (2013)  
Photography
- **Carver, Sally A.** (2012)  
Cosmetology
- **Casey, David** (2012)  
Mathematics
- **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, Marilyn** (2006)  
Director of Health Occupations
- **Colville, L. Holly** (2012)  
Spanish
- **Conklin, August** (1981)  
Biological Science
- **Conly, Edward** (1989)  
Physical Education
- **Cornett, William** (2009)  
Diesel Technology
- **Cox, Melanie** (2003)  
Dean of Admissions and Financial Aid
- **Cox, Thomas C.** (2005)  
Automotive Technology
- **Culbertson, Patrick** (2008)  
English as a Second Language
- **Cummings, Shuling** (2011)  
Mathematics
- **Cunningham, Maia** (2014)  
Social Sciences
- **Cunyngham, Wanda** (2008)

- Dean of Career, Technical, Continuing and Contract Education
- **Damron, Terrence** (2006)  
Dean of Science/Engineering and Health Occupations
  - **Denninghoff, Beulah** (1982)  
Vocational Nursing
  - **Desiderio, Anthony** (1994)  
Music
  - **Diamond, 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
  - **Eng, Marilyn** (2011)  
Counseling
  - **Erickson, Edith** (2000)  
Foreign Languages
  - **Evans, Robert** (2009)  
Philosophy
  - **Fisher, Charles** (2003)  
Cosmetology
  - **French, Una M.** (1959)  
Modern Languages
  - **Galvan, Alex** (2015)  
Music
  - **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
  - **Granger, Lanette** (2017)  
Library
  - **Green, Paula** (2016)  
Director of Communications
  - **Greer, Maurice** (2011)  
Physical Education
  - **Gregg, Judy** (2013)  
Human Development
  - **Guillaume, Gordon** (1994)  
Mathematics
  - **Guldberg, Glendon R.** (1991)  
Vice President of Instruction
  - **Gulli, James** (2004)  
Dean of Physical Education, Health and Athletes
  - **Gunstream, Marilyn** (2017)  
Kinesiology
  - **Hainline, Van** (1996)  
Biological Sciences
  - **Halcrow, Katherine** (2009)  
Librarian
  - **Hallett, Robert** (1983)  
Art
  - **Hamilton, B. Jeanne** (2011)  
Vice President of Student Services
  - **Handy, Ross** (1984)  
Vice President/Assistant to President
  - **Hardin, Bobbye** (1989)  
Counselor/Financial Aid Director
  - **Harding, Peggy** (2000)  
Reading
  - **Hargett, Glenn E.** (1978)  
Reading
  - **Harrington, Michael** (2011)  
Director of Facilities and Support Services
  - **Haugh, Robert D.** (1981)  
Superintendent/President
  - **Harvey, Joseph** (2014)  
Language Arts
  - **Hayden, Floyd S.** (1945)  
Superintendent/President
  - **Hays, Dorothy** (2017)  
Counseling
  - **Herdeg, Harold L.** (1952)  
Industrial Technology
  - **Herring, Dennison C.** (1979)  
Art
  - **Hinrichsen, Greg** (2011)  
Director, Haugh Performing Arts Center
  - **Hodson, Ellenor** (2005)  
Director of Child Development Center
  - **Holland, Kim H.** (2011)  
Director of Workforce Development
  - **Holland, Robert** (1993)  
Business
  - **Horton, Carol** (2014)  
Vice President, Finance and Administrative Services
  - **Humphrey, Linda T.** (2004)  
English
  - **Hunsicker, Karl** (2007)  
Mathematics
  - **Hurlimann, Peter** (1994)  
Chemistry
  - **Hurtado, Michael** (2013)

- Dean of Social & Behavioral Sciences
- **Husung, William** (1988)  
Drafting
  - **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
  - **Johnson, Sandra** (2016)  
Art
  - **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, Lillian** (1982)  
Cosmetology
  - **Lawrence, Patricia** (2016)  
Reading
  - **Leason, Christopher** (1994)  
Counseling
  - **Lengefeld, Uelaine** (2005)  
Language Arts
  - **Leos, Ronald** (2007)  
Political Science
  - **Lerette, Caroline** (2009)  
Cosmetology
  - **Levy, Ronald** (1976)  
Psychology
  - **Lindoefer, Sandra** (2008)  
Director of Human Resources
  - **Lindsey, Stephen** (2015)  
Business
  - **Lorenzen, Betty Jo** (1982)  
Dental Assisting
  - **Low, Joyce** (2017)  
Mathematics
  - **Lucido, Grace** (2014)  
Cosmetology
  - **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
  - **McClain, James** (2017)  
Dean of Mathematics, Business and Health Sciences
  - **McCrumby, 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
  - **Mead, Rachel** (2012)  
Cosmetology
  - **Medina, Lilia** (2012)  
Director of Financial Aid
  - **Mirandi, Mike** (2014)  
Kinesiology
  - **Mercurio, Blas** (1981)  
Foreign Languages
  - **Mercurio, Vince** (2014)  
Counseling
  - **Meyers, Billy** (1986)  
Automotive Technology
  - **Miller, Kent** (2004)  
Physics
  - **Miller, Robert** (1983)  
Chemistry
  - **Mier, Leo E.** (1987)  
Mechanical Technology
  - **Moore, Elaine** (2010)  
Art
  - **Morris, Mildred B.** (1956)  
Business
  - **Morrison, Joanne** (2011)  
Mathematics
  - **Murphy, Joanne** (1996)  
Business
  - **Newby, Barbara** (2005)  
Interim Director, Child Development Center
  - **Newell, Jerry** (2006)

## Psychology

- **Nugent, James R.** (1968)  
Mechanical Technology
- **Perry, Carolyn** (2015)  
Human Development
- **Peterson, Dave** (2002)  
Physical Education
- **Pohl, Claudia** (2016)  
Dental Assisting
- **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
- **Renaghan, Maureen** (2015)  
Director of Health Sciences
- **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
- **Rugeley, Barbara** (2010)  
Librarian
- **Sandhagen, Robert** (2002)  
Cosmetology
- **Sanger, C. Sally** (2004)  
Behavioral Science
- **Sarchett, Evelyn** (1988)  
School Nurse
- **Schautd, Jolynn** (1988)  
Music
- **Schneider, David** (2005)  
Interim Director of Computer Center
- **Schott, Henry A.** (1953)  
Industrial Technology, Coach
- **Schreiber, William** (2003)  
Economics
- **Shannon, James** (2013)  
Psychology
- **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
- **Smythe, Sylvia** (2007)  
Director of College Success
- **Snyder, Edward C.** (1956)  
Engineering, Physics
- **Soremekun, Fola** (2012)  
History
- **Spaun, Jack** (2003)  
Behavioral Science
- **Stephens, June** (2012)  
Executive Director of Development and External Relations
- **Stevens, Marschall** (1996)  
Biological Sciences
- **Stoner, Bruce** (2015)  
Electronics
- **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)
- **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 Vice President/Instruction, Behavioral Science
- **Thompson, John** (2009)  
Dean of Library
- **Thompson, Myrtle** (1992)  
Health Occupations
- **Throssell, Joy** (1988)  
Cosmetology
- **Trent, Dee** (1994)  
Geology and Physical Geography
- **Tronaas, Edward** (1993)  
Executive Vice President of Instruction
- **Tussy, Alan S.** (2013)  
Mathematics
- **Tucker, Connie** (2015)  
English as a Second Language
- **Ulrich, William** (1990)  
Language Arts
- **Vaniman, Glenn G.** (1967)  
Superintendent/President
- **Vaugeois, Fred** (2001)  
Director of Facilities and Support Services
- **Viera, Michael J.** (2008)  
Superintendent/President
- **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
- **Welz, Linda** (2017)  
Chief Information Services Officer
- **White, Joan E.** (1981)  
English and Philosophy
- **Williams, James D.** (2005)  
Interim Vice President of Instruction
- **Wilson, Hamilton** (1989)  
Cosmetology
- **Wood, Jack** (2011)  
Language Arts
- **Wisdom, Aline Crowley** (1979)  
Librarian
- **Woodward, Diane** (2008)  
Fine Arts/Dance
- **Young, Olga** (2000)  
Counseling
- **Zaharek, James** (2011)  
Administration of Justice
- **Zarebinski, Milada I.** (1974)  
Foreign Language
- **Zavidowsky, Bernard** (1988)  
Language Arts
- **Zellers, Louis E.** (2003)  
Superintendent/President

# DEFINITIONS

**Application for Admission**—An online form on which the student enters identifying information and requests admittance to a specific semester or session. An application must be filed and processed before registration is allowed.

**Associate 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 of Achievement**—A certification granted by a community college that recognizes satisfactory completion of an organized program of study in occupational fields.

**Certificate of Competency**—A certification granted by a community college that recognizes the satisfactory completion of an approved sequence of noncredit courses in a recognized career field articulated with degree-applicable coursework, completion of an associates degree, or transfer to a baccalaureate institution.

**Certificate of Completion**—A certification granted by a community college which recognizes the satisfactory completion of an approved sequence of noncredit courses that lead to improved employability or job opportunity.

**Certification**—The indication of the completion of the entire pattern of general education for California State Colleges and Universities (either the CSU General Education Breadth Requirements (CSUGE) or the intersegmental General Education Transfer Curriculum (IGETC).

**Class Section**—One offering of a particular course at a particular time and location. At Citrus College each section has a course reference number (CRN) which indicates the class meeting time.

**College of Completion**—A Citrus College initiative that provides the academic resources and services students need for associate degree and certificate completion, transfer, and career preparation.

**Community College**—A two-year college offering a wide range of programs of study, many determined by local community need.

**Community Education**—Community Education offers lifelong personal and professional development learning opportunities to members of the community. Classes are moderately-priced and are offered as workshops, seminars, and activities.

**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: ACCT 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 ACCT 101 is "Financial 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**—A course reference number assigned to each course section to differentiate the section by class meeting, day, and time.

**Department**—A division of the college that offers instruction in a particular branch of study, or an office that provides student services or administrative support.

**Electives**—Courses which a student may choose that are not required for a particular major program or general education requirements.

**Enrollment**—The process where students select classes by section number to reserve a seat in the class and be placed on the class roster.

**Enrollment Priority**—The order of registration appointments issued to students. For more information, see the Board of Trustees Administrative Policy 5055, which can be found on the college website.

**Families**—A group of courses that provide similar educational experiences. Citrus College students are permitted four "experiences" within any given course family.

**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 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.

**Grade Point Deficiency**—Possession of fewer grade points than twice the units attempted.

**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.

**Noncredit Education**—Noncredit education provides students with access to a variety of courses to assist them in reaching their personal, academic, and professional goals. Enrollment in noncredit courses is tuition free and continues throughout the school year. While students taking noncredit courses do not earn college credit, enrollment in certain course sequences lead to a noncredit certificate of competency or a noncredit certificate of completion.

**Noncredit Progress Indicators**—Progress indicators for noncredit courses are assigned as follows: P = pass, SP = satisfactory progress, NP = no pass.

**Nonresident**—A student who, based on their application responses, is not eligible for California residency.

**Pass/No Pass**—Students can choose to be evaluated on a grading basis in courses approved for this option. A student must declare the option by no later than 30% of the term, or the fourth Friday of a full semester course by filling out a Pass/No Pass petition in the Admissions and Records Office.

**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 the consent of an instructor.

**Probation**—A trial period in which a student must improve scholastic achievement.

**Registration**—The process of enrolling in specific class sections.

**Resident**—A student who, based on their application responses, is eligible for California residency.

**Residence Determination Date**—The day immediately preceding the opening day of instruction for any semester or session.

**Schedule of Classes**—A booklet or online web pages 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 16 weeks.

**Session**—A term that is not a semester, typically less than 16 weeks.

**Student Service Fees Sticker**—Membership sticker of the Associated Students of Citrus College purchased each semester.

**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 the 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, C, or NC.

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# FREEWAY MAP

Maps are not to scale. All visitors must display a parking permit available for \$5 from the information booth at the main campus entrance and the Automated pay Stations, located in the S1, S2, S3, S4, S5, S6, S8, and S9 parking lots. Handicapped parking is available in every lot. To use handicapped parking, you must have a DMV placard.

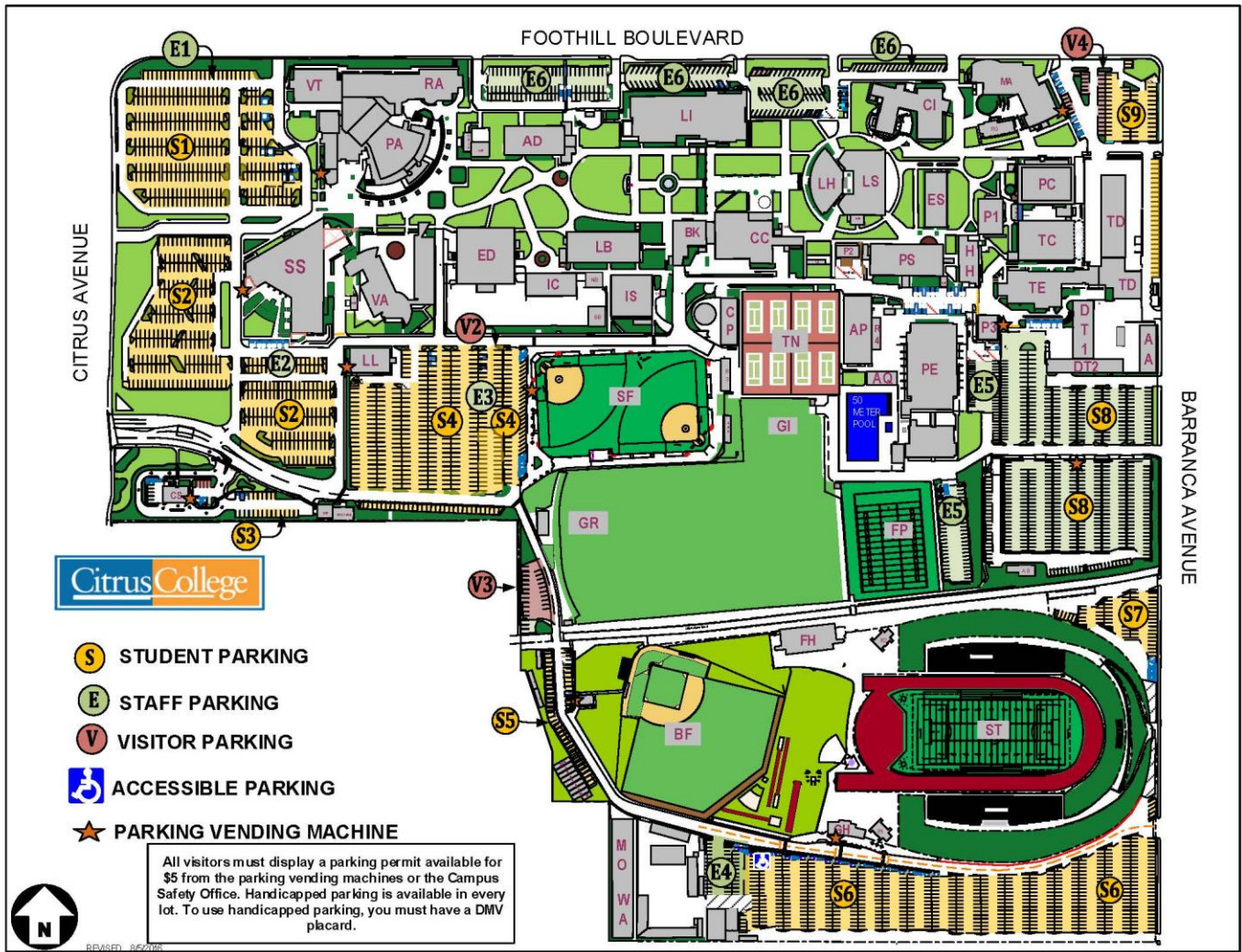
**Citrus College Freeway Map**



**Community Map**



Note: Maps not to scale.



## Buildings

AA.....Automotive Annex	LH ..... Lecture Hall
AD ..... Administration	LI ..... Hayden Library
AN ..... Annex	LL ..... Lifelong Learning Center
AP..... Adaptive Physical Education	LS ..... Life Science
AQ..... Aquatics	MA ..... Mathematics/Sciences
BF..... Baseball Field (FLD 2)	MO..... Maintenance/Operations
BK..... Owl Bookshop	NB ..... North Bungalow
CC ..... Campus Center	P1 ..... Portable #1
CI ..... Center for Innovation	P2 ..... Portable #2
CP ..... Central Plant	P3 ..... Portable #3
CS ..... Campus Safety	PA ..... Performing Arts Center
DT 1.... Diesel Technology	PC ..... Professional Center
& DT 2 (formerly Tech G)	PE..... Physical Education
ED ..... Educational Development Center	..... (formerly Main Gym)
ES..... Earth Science	PS..... Physical Science
FH..... Field House	RA ..... Recording Technology
FP..... Football Practice Field (FLD 5)	RG..... Reprographics (Print shop)
GH..... Gate House	SB..... South Bungalow
GI..... Golf Instruction (FLD 1)	SF..... Softball Field (FLD 3)
GR..... Golf Driving Range	SS..... Student Services
HH ..... Hayden Hall	ST..... Stadium (FLD 4)
IC..... Integrated Success Center	TC..... Technology Center
IS ..... Information Systems	TD..... Technician Development
LB ..... Liberal Arts/Business	TE ..... Technology Engineering
	TN..... Tennis Courts
	VA..... Visual Arts
	VT..... Video Technology
	WA..... Warehouse / Purchasing

## Services

Academic Affairs.....AD	FLS Language Center.....P2
Admissions and Records .....SS	Food Service .....CC
Assessment.....SS	Foster Kinship Office.....IC
Associated Students .....CC	Foundation .....AD
Athletics /Kinesiology .....PE	Health Center .....SS
Art and Coffee Bar .....SS	Health Sciences .....PC
Audiovisual .....LI	Human Resources .....AD
Auditorium .....PA	Information .....SS
Board Room .....AD	International Student Center .....SS
Box Office .....PA	Learning Center .....ED
Bursar.....AD	Little Theatre .....PA
Business Services .....AD	Noncredit Education.....LL
Cafeteria – Owl Café .....CC	Noncredit Matriculation .....LL
CalWORKs .....LL	Nursing .....PC
Career/Transfer Center .....SS	Outreach .....SS
Cashier .....SS	Printing, Reprographics .....RG
Clarion, Student Newspaper .....VA	Public Information .....AD
College Advancement .....AD	Receiving .....WA
Community Education .....LL	Receiving, Bookstore .....BK
Computer Center .....IS	Safety Office .....CS
Cosmetology .....PC	Student Affairs .....CC
Counseling and Advisement Center .SS	Student Employment Services .....AD
Dental Assisting .....PC	Student Services Office .....SS
Disabled Students Center .....SS	Superintendent/President's Office ...AD
Distance Education .....CI	Swimming Pool .....AQ
Esthetician .....TC	Testing Center .....ED
EOP&S .....SS	Transfer Center .....SS
External Relations .....AD	Veteran's Center .....IC
Facilities Rental .....AD	Vocational Education Office .....TE
Faculty / Staff Lounge .....CC	
Financial Aid .....SS	
Fitness Center .....AP	



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