PRESIDENT’S MESSAGE

What’s your goal? To transfer to a four-year college or university, gain job skills, or enrich your life through learning? If you answered “yes” to any of these questions, you’ve come to the right place.

SRJC is nearly 100 years old, always evolving, always focused on meeting the needs of our students. Today, we have over 28,000 students attending classes on campuses in Santa Rosa and Petaluma, and our Public Safety Training Center, Shone Farm and Southwest Santa Rosa Center. Plus we have plenty of online classes.

Our staff, teachers, administrators, counselors, students and alumni make SRJC special. Here, you’re surrounded by a supportive network while you pursue your goals and dreams. So use this catalog to find out information about classes, majors and certificates. Then learn much more at www.santarosa.edu.

I wish you an exciting year of possibilities and look forward to seeing you on campus.

Frank Chong, Ed.D.,
Superintendent/President

BOARD OF TRUSTEES
Don Edgar, President
Maggie Fishman, Vice President
Dorothy Battenfeld, Clerk
Jordan Burns
Richard W. Call
Jeff Kunde
W. Terry Lindley
Sabrina Rawson, Student Trustee
## Academic Calendar 2016 - 2017

### FALL SEMESTER 2016

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>TBD</td>
<td>Web site information available (<a href="http://www.santarosa.edu">www.santarosa.edu</a>) *</td>
</tr>
<tr>
<td>August 18, 2016</td>
<td>District-designated activities</td>
</tr>
<tr>
<td>August 19, 2016</td>
<td>Mandatory Professional Development Activity Institutional Day (No classes)</td>
</tr>
<tr>
<td><strong>August 22, 2016</strong></td>
<td><strong>CLASSES BEGIN</strong></td>
</tr>
<tr>
<td>August 28, 2016</td>
<td>Last day to register/add without instructor's signature or add code</td>
</tr>
<tr>
<td>September 4, 2016</td>
<td>Last day to drop semester length class and be eligible for a refund</td>
</tr>
<tr>
<td>September 5, 2016</td>
<td>Labor Day Holiday</td>
</tr>
<tr>
<td>September 6, 2016</td>
<td>Professional Development Flex Day (No classes or activities)</td>
</tr>
<tr>
<td>September 11, 2016</td>
<td>Last day to register/add with the instructor's signature or add code</td>
</tr>
<tr>
<td>September 11, 2016</td>
<td>Last day to drop a class without &quot;W&quot; symbol</td>
</tr>
<tr>
<td>September 12, 2016</td>
<td>First Census Day</td>
</tr>
<tr>
<td>October 2, 2016</td>
<td>Last day to opt for P/NP</td>
</tr>
<tr>
<td>October 17 - Nov 20, 2016</td>
<td>Midterm progress indicators posted in student portal</td>
</tr>
<tr>
<td>November 11, 2016</td>
<td>Veterans' Day Holiday</td>
</tr>
<tr>
<td>November 20, 2016</td>
<td>Last day to drop a class with &quot;W&quot; symbol</td>
</tr>
<tr>
<td>November 24-27, 2016</td>
<td>Thanksgiving Day Holidays</td>
</tr>
<tr>
<td>December 23-24, 2016</td>
<td>Final Examinations</td>
</tr>
<tr>
<td>Dec 24, 2016 - Jan 15, 2017</td>
<td>Semester Break</td>
</tr>
<tr>
<td>January 6, 2017</td>
<td>Final grade rosters due</td>
</tr>
<tr>
<td>January 7, 2017</td>
<td>Fall semester processing finalized</td>
</tr>
</tbody>
</table>

### SPRING SEMESTER 2017

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
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<td>Web site information available (<a href="http://www.santarosa.edu">www.santarosa.edu</a>) *</td>
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<tr>
<td>January 16, 2017</td>
<td>Martin Luther King Holiday</td>
</tr>
<tr>
<td><strong>January 17, 2017</strong></td>
<td><strong>CLASSES BEGIN</strong></td>
</tr>
<tr>
<td>January 22, 2017</td>
<td>Last day to register/add without instructor's signature or add code</td>
</tr>
<tr>
<td>January 29, 2017</td>
<td>Last day to drop semester length class and be eligible for a refund</td>
</tr>
<tr>
<td>February 5, 2017</td>
<td>Last day to register/add with the instructor's signature or add code</td>
</tr>
<tr>
<td>February 6, 2017</td>
<td>First Census Day</td>
</tr>
<tr>
<td>February 16, 2017</td>
<td>Mandatory Professional Development Activity Institutional Day (No classes)</td>
</tr>
<tr>
<td>February 17, 2017</td>
<td>Lincoln's Day Holiday</td>
</tr>
<tr>
<td>February 18-19, 2017</td>
<td>Saturday and Sunday classes will meet</td>
</tr>
<tr>
<td>February 20, 2017</td>
<td>Washington's Day Holiday</td>
</tr>
<tr>
<td>February 26, 2017</td>
<td>Last day to opt for P/NP</td>
</tr>
<tr>
<td>March 13 - April 23, 2017</td>
<td>Midterm progress indicators posted in student portal</td>
</tr>
<tr>
<td>March 20-26, 2017</td>
<td>Spring Break</td>
</tr>
<tr>
<td>March 24, 2017</td>
<td>Professional Development 1/2 Flex Day (No classes or activities)</td>
</tr>
<tr>
<td>April 23, 2017</td>
<td>Last day to drop a class with &quot;W&quot; symbol</td>
</tr>
<tr>
<td>May 20-26, 2017</td>
<td>Final Examinations</td>
</tr>
<tr>
<td>May 27, 2017</td>
<td>Commencement Exercises</td>
</tr>
<tr>
<td>May 29, 2017</td>
<td>Memorial Day Holiday</td>
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<tr>
<td>June 2, 2017</td>
<td>Final grade rosters due</td>
</tr>
<tr>
<td>June 3, 2017</td>
<td>Spring semester processing finalized</td>
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### SUMMER TERM 2017

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
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<td>Web site information available (<a href="http://www.santarosa.edu">www.santarosa.edu</a>) *</td>
</tr>
<tr>
<td><strong>June 19, 2017</strong></td>
<td><strong>CLASSES BEGIN</strong></td>
</tr>
<tr>
<td>July 4, 2017</td>
<td>Independence Day Holiday</td>
</tr>
<tr>
<td>July 20, 2017</td>
<td>Independence Day Holiday</td>
</tr>
<tr>
<td><strong>July 21, 2017</strong></td>
<td><strong>FINAL EXAM GIVEN AT LAST CLASS MEETING FOR ALL SUMMER CLASSES</strong></td>
</tr>
<tr>
<td>August 16, 2017</td>
<td>Last day of summer term</td>
</tr>
<tr>
<td>August 18, 2017</td>
<td>Final grade rosters due</td>
</tr>
<tr>
<td>August 19, 2017</td>
<td>Summer term processing finalized</td>
</tr>
</tbody>
</table>

### FALL SEMESTER 2017

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 21, 2017</td>
<td>First Day of Instruction</td>
</tr>
<tr>
<td>December 15, 2017</td>
<td>Last Day of Instruction</td>
</tr>
<tr>
<td>December 22, 2017</td>
<td>Last Day of Finals</td>
</tr>
</tbody>
</table>

*For registration priority dates, please refer to the Registration Priority Schedule.
Academic Integrity Statement
Sonoma County Junior College District holds that its primary function is the development of intellectual curiosity, integrity, and accomplishment in an atmosphere that upholds the principles of academic freedom. All members of the academic community—student, faculty, staff, and administrator—must assume responsibility for providing an environment of the highest standards, characterized by a spirit of academic honesty and mutual respect. Because personal accountability is inherent in an academic community of integrity, this institution will not tolerate or ignore any form of academic dishonesty.
Policy 3.11 Revised July 2012

Disclaimer
The Sonoma County Junior College District has made every reasonable effort to ensure the accuracy of the information provided in this Catalog at the time it was published. However, the provisions of this Catalog are not to be regarded as an irrevocable contract between the student and the College. The College reserves the right to change any provision or requirement at any time, taking precautions that such changes do not cause a hardship on students enrolled. Students are advised that the District Policy Manual www.santarosa.edu/polman is the official document which contains the most up-to-date SRJC policies and procedures and governs student academic rights and responsibilities. Students should consult the current Schedule of Classes or the college website www.santarosa.edu for supplementary information.

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Mitchell Leahy

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Adrian Mendoza

Santa Rosa Junior College is a public community college of the Sonoma County Junior College District accredited by the Western Association of Schools and Colleges.
History of Sonoma County Junior College District

Santa Rosa Junior College (SRJC), founded in 1918, is the tenth oldest two-year community college in California’s 113 publicly funded community college system. From its initial freshman class of 19 students, SRJC has grown to be one of the largest single college districts in the country, the Sonoma County Junior College District.

With 14 major high school districts in its borders, SRJC’s district encompasses more than 1,600 square miles, stretching from the southern portion of Mendocino County in the north to the northern tip of Marin County in the south. It is bordered to the west by the Pacific Ocean and to the east by Napa and Lake counties.

The District operates two campuses in Sonoma County: a 100+-acre campus in the heart of Santa Rosa, and a 40-acre campus in Petaluma. The District also operates a regional Public Safety Training Center in Windsor and a 365-acre self-supporting farm near Forestville. Each semester, classes are also offered at dozens of locations throughout the District.

SRJC offers a strong general education program for students planning to transfer to four-year colleges and universities and more than 160 Career Technical Education programs designed to prepare students for careers in the workforce. The College grants both Associate in Arts (A.A.) and Associate in Sciences (A.S.) degrees.

In the course of its 98-year history, Santa Rosa Junior College has had only five Superintendent/Presidents: Floyd P. Bailey (1921–1957), Randolph Newman (1957–1970), Roy Mikalson (1971–1990), Robert F. Agrella (1990-2012) and the current Superintendent/President, Dr. Frank Chong, who was hired in 2012.

The Sonoma County Junior College District serves more than 28,000 students each semester, attracting students from throughout the state as well as from over 52 countries.

Vision, Mission Statement, Values

Vision

SRJC aspires to be an inclusive, diverse and sustainable learning community that engages the whole person.

Mission

SRJC passionately cultivates learning through the creative, intellectual, physical, social, emotional, aesthetic and ethical development of our diverse community.

- We focus on student learning by preparing students for transfer; by providing responsive career and technical education; and by improving students’ foundational skills.
- We provide a comprehensive range of student development programs and services that support student success and enrich student lives.
- We support the economic vitality, social equity and environmental stewardship of our region.
- We promote personal and professional growth and cultivate joy at work and in lifelong learning.
- We foster critical and reflective civic engagement and thoughtful participation in diverse local and global communities.
- We regularly assess, self-reflect, adapt, and continuously improve.

Values

We balance and integrate the following core values in assuring the success of our diverse learning communities.

1. We value Learning that includes
   - Excellent and innovative instruction and support services;
   - A learning- and learner-centered environment;
   - A welcoming physical environment;
   - A caring and supportive attitude among faculty and staff;
   - Access to programs and courses that lead to transfer and/or gainful employment.

2. We value Academic Excellence that includes
   - Academic freedom balanced with academic responsibility, integrity and ethical behavior;
   - Effective and transparent communication with information being shared in a timely fashion;
   - Collaboration in continuous quality improvement of SRJC’s programs and services.

3. We value Sustainability that includes
   - The teaching of sustainability principles and concepts;
   - Research on sustainable development projects/issues;
   - Incorporating ecological values and practices in the District’s operations;
   - Support and promotion of sustainability efforts in our community;
   - Fiscal solvency and stability.

4. We value Diversity that supports
   - Equal access for all students;
   - Multi-ethnic global perspectives and cultural competencies;
   - Employees who reflect the communities we serve;
   - Honesty and integrity in an environment of collegiality and mutual respect.

5. We value Community that includes
   - Community partnerships and advocacy for workforce and economic development;
   - Cultural enrichment opportunities;
   - Lifelong learning.

6. We value Beauty that includes
   - Well maintained and aesthetically pleasing facilities and grounds;
   - Holistic wellness;
   - Joy in learning and work.

7. We value Compassion that includes
   - Helping students develop a vision for their lives;
   - Civic engagement opportunities that contribute to real world problem solving;
   - Empathy to identify the challenges and address the needs of others;
   - Collaborative leadership.

8. We value Innovation that includes
   - Creativity, openness and risk taking;
   - Multiple perspectives;
   - Response to demographic, global, and technological changes.

Policy 1.1, October 8, 2013
Institutional Learning Outcomes

Santa Rosa Junior College's mission is to increase the knowledge, to improve the skills, and to enhance the lives of those who participate in our programs and enroll in our courses throughout the District. In keeping with the mission, the college's Institutional Learning Outcomes represent our educational values. These outcomes arise from the most general and universal educational goals of the institution; they are neither program nor course specific. These outcomes demonstrate how all students, regardless of their course of study, have the opportunity to share in a collective academic culture.

Students, as a whole, will develop proficiency in the seven areas identified below as part of a dynamic educational environment. The breadth and depth of experience and proficiency that any individual student may reach in each of these outcomes is, of course, dependent upon the student, the program or course of study, and the length of college attendance.

Through their experiences at SRJC, students will bring into the college community the following set of skills and values:

1. FOUNDATIONAL SKILLS
   - Perform mathematical operations
   - Utilize technology
   - Read and write at the college level

2. PERSONAL DEVELOPMENT AND MANAGEMENT
   - Develop self-awareness and confidence
   - Manage resources, such as time and money, in order to advance personal and career goals
   - Maintain or improve health
   - Appreciate the value of lifelong learning

3. COMMUNICATION
   - Listen actively and respectfully
   - Speak coherently and effectively

4. CRITICAL ANALYSIS
   - Locate, analyze, evaluate and synthesize relevant information
   - Draw reasonable conclusions in order to make decisions and solve problems

5. CREATIVITY
   - Creatively respond to ideas and information

6. INTERCULTURAL LITERACY AND INTERACTION
   - Recognize and acknowledge individual and cultural diversity
   - Practice respectful interpersonal and intercultural communication
   - Recognize and understand the ideas and values expressed in the world's cultural traditions

7. RESPONSIBILITY
   - Understand and demonstrate personal, civic, social, and environmental responsibility and cooperation in order to become a productive local and global citizen

Accreditation

Santa Rosa Junior College is officially accredited by the Western Association of Schools and Colleges and also has the approval of the State Department of Education. The University of California, and other highly ranked colleges and universities, give full credit for appropriate courses completed at Santa Rosa Junior College.

This College is approved for veterans. All occupational curricula the College offers in fields in which there are other evaluating agencies are accredited or approved.

The Accrediting Commission for Community and Junior Colleges (ACCJC) can be reached by calling (415) 506-0234 or fax (415) 506-0238 or writing: 10 Commercial Blvd., Suite 204, Novato, CA 94949.

Office of Civil Rights

NON-DISCRIMINATION STATEMENT

The Sonoma County Junior College District does not discriminate on the basis of race, religious creed, color, national origin, ancestry, ethnic group identification, physical disability, mental disability, medical condition, genetic condition, marital status, sex, gender, gender identity, gender expression, genetic information or sexual orientation in any of its policies, procedures or practices; nor does the District discriminate against any employees or applicants for employment on the basis of their age. This non-discrimination policy covers admission, access and treatment in District programs and activities—including but not limited to academic admissions, financial aid, educational services and athletics—and application for District employment.

POLÍTICA DE NO DISCRIMINACIÓN

El Distrito del Colegio del Condado de Sonoma no discrimina por motivos de raza, religión, credo, color, origen nacional, ascendencia, grupo étnico, discapacidad física, discapacidad mental, condición médica, condición genética, estado civil, sexo, género, identidad de género, expresión de género, información genética u orientación sexual en ninguna de sus políticas, procedimientos o prácticas; ni discrimina contra cualquier empleado o solicitantes de empleo por motivos de su edad. Esta política de no discriminación cubre la admisión, el acceso y el tratamiento en los programas y actividades del Distrito – que incluyen, pero no se limitan, a las admisiones académicas, la ayuda financiera, los servicios educativos y el atletismo y la solicitud de empleo al Distrito. El Distrito del Colegio del Condado de Sonoma es una institución que ofrece igualdad de oportunidades.
During the early years Santa Rosa Junior College shared facilities with Santa Rosa High School. This year, SRJC celebrates 98 years of providing excellent higher education to Sonoma County residents. In 1931, the College moved to its own campus, a 40-acre oak-studded site just north of Santa Rosa High School, that was a favorite spot of the renowned horticulturist Luther Burbank. The property was jointly owned at the time by the City of Santa Rosa and the Santa Rosa Chamber of Commerce. Over the years more acreage was acquired, and now the Santa Rosa Campus includes over 100 acres.

The first building constructed on the Santa Rosa Campus was Pioneer Hall, which was completed in 1931. It was badly damaged in the earthquake of 1968, and was refurbished due to its historical significance. It now houses the college Bookstore and Community Education offices.

SRJC’s Santa Rosa Campus, with its ivy covered brick buildings, towering oak trees, flower gardens, and manicured lawns, is one of the most beautiful campuses in the entire California Community Colleges system, and is used frequently as a location for commercial films.

In addition to its state-of-the-art classroom facilities and laboratories, SRJC’s Santa Rosa Campus houses a Planetarium, which is one of the largest space science facilities in the California Community Colleges system, the Robert F. Agrella art gallery, and the Santa Rosa Junior College Museum. All are open to the public.
Petaluma Campus
Santa Rosa Junior College
Petaluma Campus
680 Sonoma Mountain Parkway
Petaluma, CA 95954 -2522
Phone: (707) 778-2415
Web site: http://petaluma.santarosa.edu/

Santa Rosa Junior College has been offering courses in the Petaluma area for nearly 50 years. The Petaluma Center operated primarily as an evening program until the completion in 1995 of permanent facilities on its current site. The Petaluma Center was granted Campus status by the SRJC Board of Trustees and the California Community College Chancellor's Office in the spring of 1999.

SRJC Petaluma currently enrolls nearly 5,600 students in credit and non-credit courses day and evening classes. Each semester students enroll in approximately 350 course sections in nearly 60 disciplines, including 30 majors and certificates as well as all of the courses necessary for transfer to UC, CSU, or to complete SRJC's general education requirements.

A second phase of new construction for the Petaluma Campus was completed in 2008, and a third phase of construction completed in 2009 renovated the original campus. This project, the largest of its kind in SRJC's history, tripled the square footage of the campus, added seven new buildings, renovated another three, and expanded outdoor space and parking lots. Among the new facilities are life sciences labs, a second art studio, physical science labs, a 35,000 square foot library, a physical fitness center, a bookstore, student services and support areas (including student health services, student life and leadership, admissions and records, counseling, disabled student services, tutorial center, and career/transfer center), expanded dining space, classrooms/technology labs, faculty/administrative offices, digital media lab, and a 256-seat auditorium with some of the best media technology in the District. The campus offers state-of-the-art technology throughout, including a wireless network, fully mediated instructional facilities, and video-conferencing capabilities.

Other unique features of the Petaluma Campus include the Capri Creek restoration project, community and permaculture gardens, sustainable design, and an accessible pedestrian and bike trail system with a route that extends around the perimeter of the campus and continues throughout the city of Petaluma. A fall and spring Cinema Series, annual LumaFest community education fair and open house, Veterinary Technology, Digital Media and Water Utility Operations certificates, CISCO certification in CCNA, as well as Networking, IT Support, and Fitness, Nutrition and Health certificates are some of the program offerings unique to the Petaluma Campus. The campus is also host to SRJC’s Gateway to College Academy, a middle college program for students earning college credits while working towards a high school diploma; a bustling Intercultural Center; and several learning communities. This beautiful campus is located only 35 miles north of San Francisco.
About SRJC

**Public Safety Training Center**

SRJC Public Safety Training Center  
5743 Skylane Boulevard  
Windsor, CA 95492-9787  

**Phone:** (707) 837-8843  
Monday–Friday, 8:00 AM–4:30 PM  

**Web site:** [http://pstc.santarosa.edu/](http://pstc.santarosa.edu/)

In 1960, the District established its first Basic Police Academy, the first program in the state to be certified by the Peace Officer Standards and Training Program (POST). The program relocated to the current SRJC Public Safety Training Center (PSTC) in Windsor to provide basic training for police officers, correctional officers, probation officers, police dispatchers, seasonal park rangers, emergency medical technicians, paramedics and firefighters. The training center also provides in-service training for people working in public safety and has become the largest provider of in-service training for law enforcement personnel north of the Golden Gate Bridge.

The PSTC site is located on 20 acres in an industrial park on the southern edge of Windsor. The facility is comprised of administration and classroom buildings, an emergency medical care training laboratory, a 13,000-square-foot indoor firing range, a large multipurpose/gym building, as well as on-site parking for students and staff. There is also an 11 structure state-of-the-art Scenario Training Village, a three-story fire training tower with attached burn room, and an 11-acre driver training area, including a skid pad. These facilities are used by all of the programs for basic and in-service training.

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**B. Robert Burdo Culinary Arts Center**

B. Robert Burdo Culinary Arts Center  
1670 Mendocino Avenue  
Santa Rosa, CA 95401  

**Phone:** (707) 522-2800  
Culinary Café Phone: (707) 522-2796  

**Web site:** [http://culinary.santarosa.edu/](http://culinary.santarosa.edu/)

In January 2012, the SRJC Culinary Arts Department moved into its new 22,000-square-foot B. Robert Burdo Culinary Arts Center across from the main Santa Rosa campus. The new Center features four commercial kitchens, four classrooms and the 100-seat SRJC Culinary Café and Bakery open to the public Wednesday through Friday.

The Culinary Arts Department offers certificates to students desiring training for the professional workplace: Culinary Arts, Baking and Pastry, Dining Room Service, Front House Operations, Restaurant Management. The Department also offers two associate of arts degrees: Culinary Arts and Restaurant Management. Students are trained in all aspects of the culinary and hospitality fields, and are prepared for job opportunities as cooks, servers, and bakers in restaurants, hotels, catering companies, wineries and other related businesses. The SRJC Culinary Career Center assists students and graduates in their job search with a unique job match program and also offers students opportunities to gain experience working at special events in many venues throughout the North Bay.
Shone Farm

SRJC Shone Farm
7450 Steve Olson Lane
Forestville, CA 95436-9450

Phone: (707) 535-3700

Web site: www.shonefarm.com

Agriculture/Natural Resources: (707) 527-4408
Garden: (707) 887-0740
Ag Pavilion: (707) 535-3707

Santa Rosa Junior College’s Shone Farm, named for a former member of the college’s Board of Trustees, Robert Shone, was established in March 1972. The District was granted the use of 285 acres near Forestville, which was owned by the federal government and used during World War II as a federal broadcast information site. In 1986 the lease of an adjacent 80-acre parcel expanded the farm to its current 365 acres. Shone Farm is a self-sustaining enterprise that ensures it will be managed in a practical way to provide students with real-life educational experiences.

Gravenstein apples and cattle pasture were the only income-producing enterprises when the farm began. Today, Shone Farm features products for sale, such as award-winning wine and olive oil, produce, and grass-fed beef and lamb. The farm has evolved into a diversified unit that provides a wide variety of educational opportunities for students majoring in agriculture and forestry.

In 1983, the Charles D. Belden Center was built at the farm, named in memory of the dean who helped establish SRJC’s Agriculture Program. The Belden Center, constructed with labor and materials donated by community and industry members, serves as the hub of activity at the farm. The shop area provides space for the repair, maintenance, and storage of farm equipment. The office is utilized by the farm manager and administrative assistant, while the multipurpose room serves as a meeting place.

In 1997 the College established a Sustainable Agriculture Center on 17 acres that includes a 2,000-square-foot greenhouse. Vegetables and fruit from the garden are grown and used for SRJC’s Culinary Arts Program, Community-Supported Agriculture (CSA) memberships, and sales to the general public.

In 2007, the Warren G. Dutton, Jr. Agriculture Pavilion was built at the farm. The pavilion offers instructional space for the college’s Agricultural and Natural Resource Management programs, and provides an area for related community events. This facility also features a showcase arena, conference and learning center, wine education laboratory, and culinary kitchen.

In fall 2008, the Russ Gleason Memorial Arena was dedicated to SRJC’s Equine Program. The most recent addition to the farm is the G. K. Hardt Stable completed in spring 2010.
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The Benefits of Attending SRJC

- To be introduced to the main fields of knowledge: the Humanities, Natural Sciences, and Social Sciences
- To receive the guidance and help of counselors, advisors, and faculty in planning a program to meet your needs and challenge your abilities
- To prepare for transfer to the upper division of a four-year college or university
- To take advantage of the one- and two-year career training programs offered in a wide variety of fields
- To obtain guidance in determining aptitudes and vocations
- To participate in training, education, and activities for self enrichment
- To benefit from the extensive and diverse backgrounds of faculty who have an interest in your success and will strive to help you gain knowledge, skills, and understanding that enable you to meet your objectives
- To upgrade your position in career training fields through specific courses offered
- To take advantage of opportunities for student activities and leadership

ENROLLMENT ELIGIBILITY

SRJC enrollment is open to all high school graduates, holders of certificates of proficiency, and any person 18 years of age or older who can profit from the college programs. Students concurrently enrolled in high school must file the Concurrent Enrollment Program Request and an Application for Admission. Transfer students and international students are encouraged to apply, and special services are available to applicants with special needs through multiple services, such as Counseling Services, Disability Resources, Enabling Services, Extended Opportunity Program and Services (EOPS), Financial Aid, Adult Reentry & New Student Programs, and Veteran Services.

The Sonoma County Junior College District, in compliance with State Regulation, Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of race, color, national origin, religion, sex, or handicap in any of its policies, procedures, or practices; nor does the District, in compliance with the Age Discrimination in Employment Act of 1975, discriminate against any employees or applicants for employment on the basis of their age.

This nondiscrimination policy covers admission, access, and treatment in college programs and activities – including, but not limited to, academic admissions, financial aid, educational services, and athletics – and application for and treatment in college employment. In conformance with the requirements of Title II of the Educational Amendments of 1976, amending the Vocational Education Act of 1963, the College is committed to overcoming sex discrimination and sex stereotyping in vocational education programs. In conformance with college policy and pursuant to Education Code Section 87100, et seq., the Sonoma County Junior College District is an equal opportunity/affirmative action employer. Inquiries regarding the SRJC’s equal opportunity/affirmative action policies may be directed to the District Compliance Officer, Santa Rosa Junior College or the Director of the Office for Civil Rights, Department of Health, Education and Welfare.

Students, job applicants, and current employees may complain of any action that they believe discriminates against them on the ground of race, color, national origin, religion, sex, handicap, or age, and may contact the District Compliance Officer for further information and procedures. Students enrolled in career training education programs may complain of any sex discrimination, sex bias, or sex stereotyping to the Gender Equity Coordinator in the Human Resources Office.

ADMISSION REQUIREMENTS

An application is required for admission to SRJC. Test scores are also requested. If you plan to register for courses that require significant mathematics, reading, or writing, placement tests can be very useful for you. Assessment is a central part of the college orientation program. By taking these tests early in your college career, you will know whether you need preparatory work in English and mathematics.

STUDENT IDENTIFICATION NUMBER/SOCIAL SECURITY NUMBER

SRJC has transitioned to using a Student Identification number (SID), replacing the use of a Social Security number as the primary identifier for students.

SRJC will continue to collect Social Security numbers, as they are necessary for financial aid recipients, federal tax credits, and state data reporting. But the new SID number is printed on all SRJC documents and records.

PERSONAL IDENTIFICATION NUMBER (PIN)

For added security, students are required to establish a Personal Identification Number (PIN) upon initial login to their student myCubby portal. Once a PIN has been established, students will need to provide their PIN when using Web Link or in-person enrollment services.

For security reasons, if students forget their PIN, they will need to contact the Admissions and Records Office in person on the Santa Rosa or Petaluma campuses. Please be prepared to show photo identification.

SELECTING APPROPRIATE COURSES

The course descriptions listed in alphabetical order in the back of the Catalog help to determine which courses meet your college objectives. Counselors and advisors help to answer questions regarding requirements for graduation, for transfer and occupational curricula, and to handle other matters affecting your educational plans.

DATES TO REMEMBER

The college academic calendar at the beginning of this Catalog lists important dates, such as deadlines for registration and withdrawing, holidays, examinations, and the first day of classes. For more information, refer to the Admissions and Records web site at admissions.santarosa.edu

Application for Admission

Regular student matriculation requires filing:

1. Application for Admission is available online at www.santarosa.edu/apply. Furnish required information and evidence of residence so that legal residence can be determined.

2. Official transcripts of all previous schooling should be sent directly to the Admissions and Records Office for counseling purposes. In-person submittals must be received in a sealed envelope from the issuing college. Transcripts will be evaluated upon request. Transcripts may be required for graduation. All transcripts become part of each student's permanent record and will not be released to other institutions.

3. Copy of separation papers or documented Basic Training for military reserve members, if evaluation of credit is desired. Contact the Admissions and Records Office for additional information.

4. Test scores: Santa Rosa Junior College English Placement Test is required for placement in an English class. The test is not required of transfer students who have completed an equivalent English composition course. The Math and English as a Second Language departments also have required placement tests. The results of tests are used in placing students in appropriate courses. Application forms to take tests and other details may be obtained from the high schools or the Assessment Services Office. It is the student’s responsibility to have scores sent to Santa Rosa Junior College if such tests are required for particular areas or courses of study.

High School Concurrent Enrollment Students

The $46-per-unit registration fee is waived for high school students enrolled in 11 units or fewer. Some courses may require payment of a material fee (see course description in class schedule). High school students are still required to pay the student health fee and to purchase their own textbooks as recommended or required for their college courses.
ENROLLMENT REQUIREMENTS FOR HIGH SCHOOL STUDENTS:
Each semester that a high school student attends Santa Rosa Junior College, he/she is considered a New Student and, therefore, must complete and submit the following to one of the SRJC admissions offices:

1. Complete an SRJC Application online as a high school student.
2. Complete the Santa Rosa Junior College High School Concurrent Enrollment Program Request form.

High school students must complete the Santa Rosa Junior College Concurrent Enrollment Program Request with his/her high school counselor who will help select classes that meet his/her educational needs. The student will only be permitted to register for classes that his/her counselor approves. Each form needs to be signed by the high school principal and counselor in order to be accepted by SRJC Admissions Offices. The form must also be signed by the student and parent. Please submit all application materials at least 48 hours prior to registering for classes. Once application materials are processed, the student may register for classes.

LIMITATIONS ON ENROLLMENT:
High school concurrently enrolled students may enroll up to 11 units in the Fall and Spring semesters and 6 units in the summer term. Students who wish to take more than 6 units in the Summer term must file a Petition for Waiver of College Regulations. The petition should include the following documentation: A high school transcript, and a letter from their high school counselor on high school letterhead indicating the student’s ability to succeed in 6+ units in the Summer term.

There is limited enrollment in Kinesiology (formally Physical Education) activity classes for high school concurrent students. Only 10% of the total class seats available may be high school concurrent enrollment students. (Example: Total class seats = 40; high school concurrent enrollment total allowed= 4 students). This 10% limit applies to all semesters at SRJC, including summer term.

English Courses: Concurrently enrolled high school students may not enroll in any English 300 level courses. However, high school students may enroll in English 100 through English 1A, provided placement scores allow enrollment and pre-requisites have been met.

Summer term only: Pursuant to Education Code 48800(d)(1), for any particular grade level, a principal of a high school may not recommend for community college summer term more than 5% of the total number of students who completed that grade level (9th, 10th, 11th, 12th) immediately prior to the time of recommendation.

An Application for Admission for the semester in which the student is applying, must be submitted before the Santa Rosa Junior College High School Concurrent Enrollment Program Request form can be processed.

International Students in F-1 Visa Status
Santa Rosa Junior College encourages and welcomes international applicants. The International Admissions staff helps students with the application and visa process. All students who are accepted for admission receive a welcome orientation and English Placement Tests to determine appropriate course levels. International students also receive assistance with course registration, counseling, tutoring, university transfer, and housing. SRJC currently hosts students from over 52 countries around the world. The college accepts international applicants for both Academic Study and English Language Study.

ACADEMIC PROGRAM
The International Student Academic Program is designed for students who are prepared to take college level courses. SRJC offers a wide variety of majors and courses, many of which transfer to four-year colleges and universities. Many students earn a two-year associate degree and return to their home country to work or to pursue university studies, while others complete the associate degree and/or the first two years of U.S. university bachelor degree requirements before transferring to university. Applicants must provide evidence of financial support, proof of English proficiency, high school diploma, and copy of passport.

ENGLISH LANGUAGE STUDIES PROGRAM
The ELSP program at SRJC is designed for intermediate level English Language learners, who need 1-2 semesters of ESL before beginning our Academic Program. The Test of English as a Foreign Language (TOEFL) is required for admission to our ELSP to help us determine your level of proficiency. With over 30 years of experience teaching English as a Second Language (ESL), SRJC provides challenging and interesting classes designed to prepare you for success in college level courses. Applicants must provide evidence of financial support, high school diploma, and copy of passport. We accept new ELSP students in Fall and Spring.

MANDATORY HEALTH INSURANCE
Santa Rosa Junior College has a mandatory health insurance plan. All international students are required to purchase this plan and will be automatically enrolled at the time of registration.

Please visit the website at: www.4studenthealth.com/srjc for more information.
Please visit our website for application forms, deadlines, and additional information: international.santarosa.edu

Facebook: SRJC International Student Program

CONTACTS FOR INTERNATIONAL STUDENTS:
Kim Hunt, International Student Advisor, Academic Program
Phone: (707) 524-1751
E-mail: khunt@santarosa.edu

Teresa Tope, International Student Advisor, English Language Studies Program
Phone: (707) 527-4514
E-mail: ttope@santarosa.edu

International Student Admissions
Admissions & Records Office
Santa Rosa Junior College
1501 Mendocino Avenue, Santa Rosa, CA 95401, USA

Santa Rosa Junior College is authorized under federal law to enroll non immigrant alien students. All applicants must be at least 18 years of age.

Airforce Reserve Officer Training Corps (AFROTC)
Air Force ROTC is offered through the Aerospace Studies department at UC Berkeley. Students may enroll in the program and attend one course per semester at the UC Berkeley campus at no cost. The AFROTC courses are AS1 - Foundations of the U.S. Air Force for first-year cadets (1 credit), AS2 - Evolution of USAF Air and Space Power for second-year cadets (1 credit), AS135 - Air Force Leadership Studies for third-year cadets (3-credits), and National Security Forces in Contemporary American Society/Preparation for Active Duty for fourth-year cadets (3-credits). Additionally, all students (regardless of year) must take AS100 – Leadership Laboratory (0 credits—it is a 2-hour lab). The AFROTC program also includes 3 hours per week of fitness activities (1 hour at UC Berkeley, 2 hours on your own) and a 4-week Summer Field Training. Upon completion of the program and granting of 4-year degree, students will commission as Second Lieutenants in the United States Air Force. To be eligible for AFROTC, applicants should be a full-time student and meet additional fitness, GPA, testing, and other requirements. Qualified students may also compete for Air Force ROTC scholarships. Interested students should visit the department website, http://airforceroct.berkeley.edu to get further information, then call (510) 642-3572 or e-mail afromilitary@berkeley.edu to sign up.
Assessment
Assessment is a key component of the Student Success and Support Program that includes three steps: 1) Assessment and Placement, 2) Orientation, and 3) Counseling.

The English, math or ESL (English as a Second Language) placement tests are designed to indicate the student’s skill level in reading, writing, and math. Students should prepare for placement exams and take the tests prior to their enrollment in English, math, and ESL courses. The placement test results can determine enrollment in other courses that are appropriate to their skill level, and to ensure their success. The results will also be used for education planning with a counselor.

TESTING REQUIREMENTS AND DETAILS:
• Apply to SRJC online at www.santarosa.edu. (An application to SRJC is required prior to taking the placement test.)
• PHOTO I.D. IS REQUIRED (e.g. Driver’s License, or Passport, or State I.D., or a School Student Body Card) on the day of the test.
• Know your SRJC Student I.D. (SID) Number (immediately after you apply, you will receive an email from SRJC.) Know your Student Portal Pin Code.
• There is no fee to take the placement tests. All testing materials are provided.
• Test results valid for 3 years.
• Schedule a testing appointment. Login to the Student Portal or call 707-527-4661.
• Please be advised that testing schedules are subject to change without prior notice.
• It is strongly suggested that students prepare for the tests. Visit www.santarosa.edu/assessment or call 707-527-4661.

• FREE Study Guides
• FREE Jam Workshops
• FREE Academic Skills/Test Preparation Labs & Classes
• Arrive to check-in 30 minutes prior to the test start time. Latecomers will not be admitted after the test begins.

Appointment and Drop-In scheduling options are available:
• Appointment – Although a test session may be full, some seats may become available. Arrive, no earlier than 30 minutes prior to the test start time and ask to be put on the wait list.
• Drop-In – Sign-ups will begin in person 30 minutes prior to the test start time. Seating is limited.
• English test results are available within two business days. Math and ESL test results are available in one business day.

• After the initial placement testing in a subject area, students may retake the test once per term.
• Special Accommodations: If you have a verifiable disability and require accommodations for the placement tests, contact Disability Resources Department at the Santa Rosa Campus at (707) 527-4278 or the Petaluma Campus at (707) 778-2430.

Auditing Classes
In conformity with California Education Code 76370, and Santa Rosa Junior College Policy 8.1.5, in order to attend classes on a continuous or regular basis, individuals must either enroll as a regular student or register as an auditor. The procedures and conditions for auditing a class are as follows:

1. Courses in which auditing is allowed will be posted each semester in the Admissions, Records & Enrollment Development Office and the online Schedule of Classes. The list of auditable courses is maintained by the Curriculum Office.

2. Appropriate unit fees, based on Education Code (plus any additional course costs) must be paid.

3. Students currently enrolled in 10 or more units may audit up to 3 units free of charge.

4. Auditor status will be allowed only if a student has exhausted repeat possibilities as a regular student in selected classes (See Repeat/Policy Codes in the Schedule of Classes).

5. Auditors must be eligible for admission to college as regularly enrolled students.

6. Auditors must meet the course prerequisite.

7. Instructor must sign an audit card to show approval for student to attend class as an auditor on a space available basis

8. Auditors will be allowed to register only after the first census date for the course in order to give priority to students registering for credit. Auditors will not be permitted to attend the course until enrollment is secured after first census. Auditors must submit an Audit Card signed by the instructor to the Office of Admissions, Records & Enrollment Development to secure enrollment.

9. Auditors may NOT change their status to regular student in the class (or reverse).

10. Once the auditor fee is paid, it will not be refunded.

11. Students registered, as auditors only, will not be entitled to the regular student health services (other than emergencies).

12. No grades can be earned or transcripts maintained.

13. The instructor and student auditor will agree upon the auditor’s level of participation in the class.

Procedure 8.1.15P, Reviewed January 2012

Change of Program
Adding and dropping classes is not automatic and can be accomplished only through the Web or the submission of the appropriate card to the Admissions and Records Offices on the Santa Rosa and Petaluma campuses. The current Schedule of Classes should be referred to for the exact procedure and deadline dates for adding and dropping classes.

Policy 8.1, Reviewed January 2014

Continuing Education
The College serves the needs and interests of both the part-time and full-time student by providing a wide range of college credit and noncredit courses, including programs during day and evening hours and on weekends. In addition to the main body of classes offered at the Santa Rosa Campus, the College also conducts classes at the Petaluma Campus, Cloverdale, Forestville, Healdsburg, Point Arena, Rohnert Park, Windsor, and other areas within the District, as needed.

Admission to off-campus courses is governed by the same requirements as admission to the on-campus courses. High school graduates and holders of high school certificates of proficiency, regardless of age, are eligible. Non high school graduates must be at least 18 years of age to be eligible. High school students may enroll in an limited number of classes with the permission of their high school principals. (See “High School Concurrent Enrollment Students.”)

A full range of college credit courses are offered during the evening hours, allowing a student to fulfill all of the requirements for the associate’s degree, a variety of Career Technical Education certificates, and the requirements for transfer to a four-year college or university.

The College offers programs in Career Technical Education areas designed to upgrade employee skills. These areas include: Administration of Justice/Public Safety, Agriculture/Natural Resources, Applied Technology, Apprentice Education, Business Administration, Child Development, Computer Studies, Consumer and Family Studies, Electronics, Health Sciences, and Industrial and Trade Technology. Refresher courses in various Career Technical Education areas are offered as needed. Noncredit classes are offered in English as a Second Language, Child Development, Consumer and Family Studies, Health Education, and Learning Skills. Some courses are designed specifically for older adults and persons with disabilities.

Refer to the current Schedule of Classes or www.santarosa.edu for current class listings and information or call the individual department.
Fee Schedule and Information

Although there is a state-mandated fee for all students, there is no tuition charge at Santa Rosa Junior College for California residents.

The following are updated SRJC fees:

**Auditor Fee** $15.00 per unit
**Convenience Fee** $2.00*
**Enrollment Fee** $46.00 per unit**
**Course Costs** Variable
**GED Test** $140.00 all 4 subjects/
$35.00 per subject
**Health Fee** $1900.00 fall, spring
$160.00 summer
**Capital Outlay*** $13.00 per unit
(in addition to enrollment fee and non-resident tuition)
**Nonresident Tuition** $211.00 per unit
**Student Photo Identification Fee** $3.00
**Student Representation Fee** $1.00

**Student Center Fee**
One dollar ($1) per unit, not to exceed ten dollars ($10) per fiscal year. This may be required of all students attending community college where the centers are located. This requirement shall not apply to students enrolled in non-credit classes or those enrolled in the Temporary Assistance for Needy Families Program, the Supplemental Security Income/State Supplementary Program or the General Assistance Program.

**Transcript Fee**
(After first two free transcripts)
$5.00 each

**Transcript Pick-up**
Additional fee $5.00 each

**Verification Fee**
$5.00 each

**Verification Pick-up and Rush Requests**
Additional fee $5.00

**Notes:**
* Applies to Internet registration transactions only.
** Subject to change by California State Legislature.
*** Any student who can demonstrate economic hardship, or who is a victim of persecution or discrimination in the country in which the student is a citizen and resident, is exempt from this fee.

Economic Hardship defined: Economic hardship may include loss of financial assistance or sponsorship, substantial fluctuations in the value of currency or exchange rate, unexpected changes in the financial condition of a student’s source of support, or other substantial and unexpected changes in income or expenses. This shall include the financial circumstances of a person who is a recipient of benefits under the Temporary Assistance to Needy Families Program, the Supplemental Income/State Supplementary Program, or a general assistance program.

Procedure 5.4P, Revised November 2013

Independent Study Courses (Courses numbered 49 and 98)

Independent Study or special project courses are numbered “49” and “98,” and are offered to provide an opportunity for students to further their knowledge and skills in a specific subject.

It provides the student experience in planning and outlining a course of study on his own initiative under instructor and departmental supervision.

It provides experience in working independently of a formal classroom situation and hopefully will inculcate in students a commitment to continuing independent self-education in the years following formal higher education.

The College believes many of its students have reached a point of competence and self-discipline necessary to carry on special project courses. These courses will be considered as elective credit in the particular department in which the course is offered.

It is recommended that students who contemplate enrolling for special project courses should have completed one semester of college work and should have taken at least one previous course in the specific department in which the course is offered.

An eligible student desiring to register for “49/98” courses must first develop his own project and submit this in writing for the approval of the instructor who will guide the project, the chairperson of the department in which the course is given and the Office of Academic Affairs. Request forms are available in the offices of instructional deans.

The applicant will show that his background is adequate for the proposed study. The privilege of “special projects” courses is limited to students who have at least a 2.00 (C) grade average in all courses previously taken in the field or department in which the “special project” is to be taken, either in this institution or in work which may have been attempted at other institutions. Students who are on academic probation are ineligible for independent study. The requirements may be waived in exceptional cases.

Regular meetings between student and instructor are held. Examinations, including a final, plus field trips, term papers, and other assignments may be made by the instructor.

A total of six (6) units credit is allowed toward the AA degree or 60-unit transfer requirement for any combination of “49” and “98” courses. It is recommended that three (3) units a semester be considered a reasonable load.

Other than independent study projects, the “98” series also may include classroom laboratory teaching assistance.

1. The student and instructor fill out the form together. Note that the form asks for a detailed course description. As this is a contract between the student and the instructor, expectations should be concrete and clear. See the catalogue or review the attached policy statement about the nature of special studies.

2. The student is responsible for securing the signatures of the Department Chair and the supervising administrator.

3. It is the student's responsibility to obtain the add code from the instructor and to enroll in the class.

Steps 1 and 2 should be completed at least one week prior to the last day to add.

Procedure 3.17P, Revised February 2012

myCubby (Student Portal)

Effective, November 12, 2008, SRJC implemented a new Web tool called “SRJC – myCubby.” This Web tool, also known as the Student Portal, is used by all students to add/drop/register for classes, view grades, pay fees, receive announcements from instructors and much more. This Web portal is accessible at www.santarosa.edu/portal.

Open Classes

It is the policy of the District that, unless specifically exempted by statute, every course, course section, or class reported for state aid wherever offered by the District shall be fully open to enrollment by any person admitted to the College and who meets such prerequisites as may be established.

www.santarosa.edu/portal
Policy 8.1 Revised January 2014

Petition for Waiver of College Regulations

A student may obtain a petition to waive local college regulations in the Admissions, Records and Enrollment Development Office or online at http://admissions.santarosa.edu/forms

Precollegiate Basic Skills Unit Limitation (Remedial Coursework)

It is the policy of the College to exercise a limit on the number of precollegiate basic skills credit units a student may earn at SRJC. Such limitation will take into account appropriate exemptions and waivers for certain students as permitted by the Title 5 California Code of Regulations. The College shall establish and publish procedures that will assure implementation of reasonable standards for student notification, dismissal, appeal, and reinstatement pursuant to this policy.

The precollegiate basic skills courses include nondegree credit courses in reading, writing, computation, and English as a Second Language designed to ensure acquisition of those skills necessary for successful completion of associate degree, transfer, and career training courses.
A student is permitted to earn a cumulative total of thirty (30) credit units in precollegiate basic skill courses at Santa Rosa Junior College. Credit course units transferred from other colleges will not count in the thirty (30) unit limitation. All precollegiate basic skills courses taken by students enrolled in English as a Second Language and students identified by the District as having a verified learning disability, acquired brain injury, and hearing impairment are exempt from the thirty (30) unit limitation.

Policy 8.1.14P, Reviewed January 2012

Refunds

Due to changing registration and other state-mandated fees, up-to-date refund schedules are contained in the current Schedule of Classes. Students must have sufficient funds to pay for fees and books at the time of enrollment.

Students are required to pay a Health Fee and Student Representation Fee. The Health Fee supports Student Health Services at Santa Rosa Junior College, which provides a range of health-related services to registered students. The Health Fee may vary depending on the semester/session in which a student is enrolled.

The Student Representation Fee provides support for student representatives who state positions and viewpoints before city, county, and district governments and before offices and agencies of the state and federal government. See the current Schedule of Classes for details regarding the fee amounts, refund policy, and services available.

Information about waiver eligibility can be obtained at registration for the Health Fee and at Student Activities for the Student Representation Fee.

Policy 8.1.4, Reviewed January 2012

Registration Priority

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

One of the great benefits of the changes is that new fully matriculated students who have completed college orientation, assessment and developed an education plan, as well as continuing students in good academic standing who have not exceeded 100 units (not including basic English, Math or English as a Second Language) will have priority over students who do not meet these criteria.

Active-duty military and veterans, current and former foster youth, students in CalWORKS, Extended Opportunity Programs and Services and Disabled Students Programs and Services will continue to have the highest priority level for registration if they meet the same criteria listed above.

Students on probation are encouraged to consult with a counselor to discuss options to improve their academic standing. Two consecutive semesters of academic and/or progress probation can result in loss of priority. Students nearing 100 units should carefully plan their remaining courses.

BEGINNING SPRING 2015:

All new and returning students must complete Assessment, Orientation, and have an Education Plan on file in order to ever earn a registration priority. If you are a continuing or returning student who began Spring 2015 or after and do not have priority, one or more of the following steps is missing: assessment, orientation, or education plan. Please see a counselor to review your options to receive registration priority.

Reinstatement in a Class

A student who has been dropped from a class by an instructor because of excessive absence or failure to complete class work may be reinstated. If the student agrees to make up work missed and obtains the approval of the instructor within stated deadlines, he or she will be reinstated. In such cases, the student must complete a Petition to Waive College Regulations, obtain instructor support and signature and file it with the Admissions and Records Office.

Residency Requirements

Any person enrolling in Santa Rosa Junior College is subject to the residency requirements determined by the Education Code of the state of California. Residence is classified as follows:

RESIDENT STUDENT

A resident student is one who has a legal residency in California for more than one year immediately preceding the beginning of the semester and who demonstrates the intent to remain.

NONRESIDENT STUDENT

A nonresident student is one who does not have legal residency in California for more than one year immediately preceding the beginning of the semester. Such students are required to pay a tuition fee.

All new students will be required to file an application and statement of residence.

DETERMINING IN-STATE RESIDENCY

A resident is a student who has residence in California for more than one year immediately preceding the opening day of instruction and has demonstrated an intent to remain. Demonstration of intent may be attained by filing California State Income Tax forms or registration to vote in state and local elections or other reasonable evidence of permanent stay in California, such as vehicle registration, work documentation, etc.

1. Persons who are 18 years of age or older may establish residency in accordance with the above statement. Year of residency must begin after the eighteenth birthday.

2. Persons who are under 18 years of age may establish residency in accordance with the above “Resident” definition and the following:

A. Married minors may establish their own residence.
B. The residence of the supporting parent is the student’s residence. In the event of death of both parents, the minor may determine his/her own residence.
C. The residence of an unmarried minor who has a parent living cannot be changed by his/her own act, by appointment of a legal guardian, or by relinquishment of a parent’s right of control. E.C.56800

3. A student who has “permanent residence status” may establish residency in accordance with the preceding “Resident” definition.

4. Refugees, asylees, and other applicants for legal immigration status may establish residency in accordance with the preceding “Resident” definition.

The residency determination date is the day prior to the first day of instruction of each semester. The current Schedule of Classes gives dates for the current semester.

All students classified as nonresident are required to pay a nonresident tuition fee per unit per semester at the time of registration. (This fee is subject to annual change.)

A nonresident student enrolled in error without payment of the nonresident fee will be excluded from classes upon notification pending payment of the fee. A nonresident student enrolled without payment of fees because of falsification of information will be excluded from classes upon notification pending payment of the fee, shall not be readmitted during the semester or summer session from which he/she was excluded, and shall not be admitted to any subsequent semester or session until all previously incurred tuition obligations are paid.

MILITARY AND VETERANS NONRESIDENT TUITION EXEMPTION

Military personnel on active duty in California, their spouses and dependent children qualify as immediate residents. Other exemptions to tuition for military personnel may be available pursuant to Veterans Access Choice and Accountability (VACA). Contact Admissions & Records for information or go to http://admissions.santarosa.edu/forms
Student Classification

Freshman: A student who has completed fewer than 30 semester units.

Sophomore: A student who has completed 30, but fewer than 60 semester units or who has 60 or more units but does not hold a degree.

Full time: Students enrolled in 12 or more units in the fall or spring semester; 6 or more units in the summer term. Courses being repeated or short-term courses may not be included in computing full-time status.

Half time: Students enrolled in 6 to 11.5 units in the fall or spring semester; 3 to 5.5 units in the summer term.

Part time: Students enrolled in 5.5 or less units in the fall or spring semester; 2.5 or less units in the summer term.

Unit Defined

One lecture hour and two hours of outside work throughout the semester ordinarily serve as a basis for one unit of credit. The number of hours required per semester unit of laboratory or other activity is approximately three, depending upon the character of the work. Thus, one semester credit hour of community college work should be approximately 48 hours of lecture, study, recitation, demonstration-discussion, and laboratory work or any combination thereof.

Unit Limitations

Veterans: Not less than 12 units for full subsistence

International Students: Not less than 12 units

Varsity Athletes: Not less than 12 units

Doyle Scholarship Students: Not less than 12 units for full award

Work/Study Loads

Students working part time should limit their college load. It is recommended that students who work part time should follow these proportions in distributing their time per week:

<table>
<thead>
<tr>
<th>Work &amp; Activity Units</th>
<th>Academic Units</th>
<th>Lecture, Lab Hours</th>
<th>Work &amp; Activity Hours</th>
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<td>3-9</td>
<td>12-15</td>
<td>36-45</td>
<td>8-15</td>
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<tr>
<td>9-12</td>
<td>9-27</td>
<td>27-36</td>
<td>15-20</td>
</tr>
</tbody>
</table>

Student Portal (myCubby)

This Web tool, also known as the Student Portal, is used by all students to add/drop/register for classes, view grades, pay fees, receive announcements from instructors and much more. This Web portal is accessible at www.santarosa.edu/portal.
SECTION 3

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Disclaimer
The Sonoma County Junior College District has made every reasonable effort to ensure the accuracy of the information provided in this Catalog at the time it was published. However, the provisions of this Catalog are not to be regarded as an irrevocable contract between the student and the College. The College reserves the right to change any provision or requirement at any time, taking precautions that such changes do not cause a hardship on students enrolled. Students are advised that the District Policy Manual www.santarosa.edu/polman is the official document which contains the most up-to-date SRJC policies and procedures and governs student academic rights and responsibilities. Students should consult the current Schedule of Classes or the college website www.santarosa.edu for supplementary information.
Policies and Regulations

Academic Freedom
The Board of Trustees recognizes that Academic Freedom is necessary to the pursuit of truth and supports the principles of Academic Freedom enunciated in the contract negotiated between the recognized faculty bargaining units and the District. The contract language is hereby incorporated into District policy by reference.
Policy 3.8, Reviewed January 2012

Academic Honors (formally Dean’s Honors List)
The Academic Honors designation recognizes students who have maintained high scholarship in 12 or more graded units in the fall and spring semesters:
Honors: GPA between 3.20 and 3.39
High Honors: GPA between 3.40 and 3.59
Highest Honors: GPA between 3.60 and higher
Students who fulfill these requirements receive acknowledgment on their permanent transcript. Written recognition from the Admissions and Records office is available upon request.
Policy 8.1.10, Revised June 2013

Academic Integrity
Sonoma County Junior College District (SCJCD) holds that its primary function is the development of intellectual curiosity, integrity, and accomplishment in an atmosphere that upholds the principles of academic freedom. All members of the academic community - student, faculty, staff, and administrator - must assume responsibility for providing an environment of the highest standards, characterized by a spirit of academic honesty and mutual respect. Because personal accountability is inherent in an academic community of integrity, this institution will not tolerate or ignore any form of academic dishonesty.
Academic dishonesty is regarded as any act of deception, benign or malicious in nature, in the completion of any academic exercise. Examples of academic dishonesty include cheating, plagiarism, collusion, and other academic misconduct.
Faculty, students and administrators are partners in maintaining the District’s academic integrity in accordance with the guidelines delineated below.

FACULTY RESPONSIBILITIES
1. Conduct each course in a manner that encourages mutual respect, honorable behavior, and learning, thereby promoting student success and discouraging academic dishonesty.
2. Inform students of the course requirements, grading procedures, and rules and expectations for acceptable conduct and behavior in each course, including definitions of academic dishonesty and the ethical use of technology. A statement about academic integrity and consequences should appear in the course syllabus.
3. Inform students of the SRJC policy on Academic Integrity and the Student Conduct Standards, which is in the SRJC College Catalog and part of the District Student Discipline policy. Explain how these policies will be applied in each course.
4. Inform students of their rights to due process should they wish to contest an allegation or penalty.

STUDENT RESPONSIBILITIES
1. Conduct oneself in a respectful, honorable manner that focuses on learning, academic honesty, and success for both oneself and other students.
2. Learn and understand the course requirements, grading procedures, and rules and expectations for acceptable conduct and behavior in each course, including definitions of academic dishonesty and the ethical use of technology.
3. Learn and understand the SRJC policy on Academic Integrity and the Student Conduct Standards, which is in the SRJC College Catalog and part of the District Student Discipline policy.
4. Learn and understand students' rights to due process in contesting an allegation or penalty made by an instructor or other representative of the district.

DEPARTMENT CHAIR PROGRAM DIRECTOR/SUPERVISING ADMINISTRATOR RESPONSIBILITIES
1. Support department/program faculty in their efforts to maintain an environment that promotes academic honesty.
2. Promote and maintain consistent department/program practices in dealing with incidents of academic dishonesty. This may include, but is not limited to, conducting discussions of best practices for both students and faculty.
3. Consult with instructors and the Vice President of Student Services or designee in reviewing cases.
4. Act as liaison, when necessary, between student and instructor, or between instructor and Administration.

ACADEMIC PROBATION
A student who has attempted at least 12 semester units as shown by the official academic record shall be placed on academic probation if the student has earned a cumulative GPA between 1.00 and 1.99 in all units which were graded (CR/NC and P/NP grades are not counted).

PROGRESS PROBATION
A student who has enrolled in a total of at least 12 semester units as shown by the official academic record shall be placed on progress probation when the percentage of all units in which a student has enrolled and for which entries of “W”, “I”, “NP” and “NC” are recorded reaches or exceeds fifty percent (50%).

STANDARDS FOR DISMISSAL
For purposes of this section, semesters shall be considered consecutive on the basis of the student's enrollment pattern rather than the calendar pattern. For example, the semesters of a student enrolled Fall, not Spring, but again Fall are considered consecutive on the basis of the student's cumulative GPA in all units attempted in Fall that semester. For the purposes of this policy, semesters are considered consecutive if all units attempted in Fall of one semester are considered to be consecutive.

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QUALIFICATION FOR READMISSION FOLLOWING ACADEMIC/PROGRESS DISMISAL

A dismissed student may be readmitted on Probation 1 after fulfilling one of the following conditions:

A. Successful completion (“CR”, “P”, or grade of “C” or better) of Counseling 56 “Take Charge of Your Learning,” OR

B. An absence of one or more semesters (Fall or Spring only), OR Successful completion of at least one three-unit course (letter grade only) with a 2.00 (“C”) or better GPA in summer session, OR

C. Successful completion of at least one three-unit course (letter grade only) with a 2.00 (“C”) or better GPA in summer session at another accredited college. Students will be responsible for providing an official transcript to Santa Rosa Junior College’s Admissions & Records Office.

D. The readmitted student is then subject to the normal probation/dismissal standards.

EXCEPTIONS TO DISMISAL

Readmission is possible by petition: Students who do not meet one of the Qualifications for Readmission following Academic/Progress Dismissal conditions may petition to the Admissions, Records & Enrollment Development Office. The criteria for approval of the petition is:

A. Verifiable special and serious circumstances, such as health, personal or military obligations, or

B. Establishing an approved semester plan with a College counsel.

Note: Dismissal status shall be recorded on the student academic record at the conclusion of each term. However, only dismissal status at the conclusion of the spring term shall result in enrollment restriction.

The student readmitted by petition will continue on dismissal status for their readmitted semester of enrollment.

ACADEMIC RENEWAL WITHOUT COURSE REPETITION

The alleviation of previously recorded substandard (D and F only) academic performance completed at Santa Rosa Junior College that is not reflective of a student’s demonstrated ability will be considered upon submission of petition by the student to the Admissions and Records Office. Upon approval by the Director of Academic Records, the academic record of the student will be so annotated with appropriate adjustments made to the GPA and deletion of any units earned for petitioned courses. All previously recorded work, however, will remain legible, ensuring a true and complete academic history. Twenty-four units are the maximum amount of coursework to be adjusted.

This policy is applicable in any of the following cases:

1. Completion of at least 24 units with a “C” average in all coursework attempted subsequent to the semester of forgiven grades.

2. The passage of four years since the substandard work was recorded (at end of semester).

3. Demonstration that previously recorded work is not reflective of the student’s present abilities. Such demonstration might include, but is not limited to, documented proof or experience, awards, degrees, and honors.

Policy 8.1.6, Revised March 2012

PROGRESS RENEWAL PROCEDURE

The alleviation of previously recorded “No Credits,” “No Passes,” and “Withdrawals” (“NC,” “NP,” “W”) completed at Santa Rosa Junior College will be considered upon submission of the Request for Record Adjustment Based on Progress Renewal Policy form by the student to the Admissions, Records and Enrollment Development Office. Upon approval by the Director, Academic Records & International Admissions, the academic record of the student will be so annotated with appropriate adjustments to the student’s progress status. All previously recorded work, however, will remain legible, ensuring a true and complete academic history. Twenty-four units is the maximum amount of coursework to be adjusted.

This procedure is applicable in either of the following cases:

A. The student:

1. has not received any “Withdrawals,” “Incompletes,” “No Credits” or “No Passes” in two consecutive semesters following the receipt of “Withdrawals,” “Incompletes,” “No Credits” or “No Passes” and

2. has completed a minimum of 4 semester units and

3. has a cumulative GPA of 2.0 or better or

B. The passage of four years since the “No Credits,” “No Passes” and/or “Withdrawals” were recorded (at the end of the semester).

Policy 8.2.6 / Procedure 8.2.6P, Reviewed January 2012

Attendance Requirements

It shall be the policy of the Sonoma County Junior College District to maintain an attendance policy and procedures consistent with state and local requirements.

A. Attendance

1. Students are expected to attend, and in the case of online classes, participate in, all sessions of the course in which they are enrolled.

2. A student may be dropped from any class when that student’s absences exceed ten percent (10%) of the total hours of class time.

3. With advanced notice and appropriate documentation, members of the U.S. Military Armed Services and Reservists shall have their absences accommodated due to service obligations provided that satisfactory academic progress is being made prior to suspending their studies. For the purpose of this policy, a student is making satisfactory academic progress so long as, at the start of the absence, the student has the potential to pass the class after completing the remaining assignments.

4. Specific courses may have stricter requirements based on professional certification mandates or curricular situations in which absences will severely compromise the learning for other students (such as team or

B. Nonattendance

1. Students who fail to attend the first class meeting may be dropped by the instructor. For classes that meet online, students who fail to log on and initiate participation by 11:59 p.m. Pacific Time of the first day of the class may be dropped by the instructor. The start date for full semester online classes is the official first day of the semester; for short-term classes, the first day will be specified in the schedule of classes.

2. Instructors are required to drop all No-Show students immediately following the second class meeting. A No-Show is an enrolled student who has not attended any class meeting of the course. For classes that meet online, a No-Show is an enrolled student who has not logged on and initiated active participation by 11:59 p.m. Pacific Time of the second day of the class.

C. Excessive absence defined

1. Instructors shall state in each course syllabus what constitutes excessive absence for that course.

2. Any student with excessive absences may be dropped from the class.

D. Excused and unexcused absences

1. Unless state or federal law, including Executive Orders, requires that the absence be deemed excused, no instructor shall be required to make a distinction between excused and unexcused absences.

2. If instructors wish to distinguish between excused and unexcused absences they shall state in each course syllabus all criteria for any excused absences in addition to those required by state or federal law.

Policy 8.1.5 and Procedure 8.1.5P, Revised February 2014

Campus Crime Reporting and Campus Security Act (Jeanne Clery Act)

The Sonoma County Junior College District Board of Trustees understands the need to maintain an environment as safe as possible for students,
employees and the public. In meeting this responsibility, the Board of Trustees has created a District police department with sworn police officers who adhere to the State of California Commission on Peace Officer Standards and Training (P.O.S.T) requirements. The District Police Department provides timely notices, issues an annual security report, keeps current public crime logs, and compiles, maintains and reports crime statistics in accordance with applicable state and Federal laws including the Campus Security Act of 1990, known as the "Jeanne Clery Act."

Policy 7.13.1, Reviewed January 2012

Changes in Requirements
Santa Rosa Junior College reserves the right to change the regulations whenever the authorities deem it necessary, taking precautions that such changes do not pose a hardship or injustice to students already registered.

Credit by Examination
Credit by Examination enables students to use their acquired knowledge, abilities, and competence to challenge certain existing courses for units. Credit will be granted to any student who satisfactorily passes an examination approved or conducted by proper authorities of the College. Such credit may be granted only to a student who is registered at the College and in good standing and only for a course listed in the College Catalog.

<table>
<thead>
<tr>
<th>Courses Currently Available for Credit by Examination at SRJC</th>
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<tbody>
<tr>
<td>Agriculture</td>
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<tr>
<td>Anatomy</td>
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<tr>
<td>Animal Science</td>
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<tr>
<td>Applied Technology</td>
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<td>Astronomy</td>
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<td>Automotive</td>
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<tr>
<td>Biology</td>
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<td>Business Bookkeeping</td>
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<td>Business General</td>
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<tr>
<td>Child Development</td>
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<tr>
<td>College Skills</td>
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<tr>
<td>Community Health Worker</td>
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<tr>
<td>Computer Studies</td>
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<tr>
<td>Culinary</td>
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<tr>
<td>Diesel &amp; Equipment Technology</td>
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<tr>
<td>Fire Technology</td>
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<tr>
<td>Floristry</td>
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<tr>
<td>Food &amp; Nutrition</td>
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<tr>
<td>French</td>
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<tr>
<td>Geography</td>
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<tr>
<td>Geographic Information Systems</td>
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<tr>
<td>German</td>
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<tr>
<td>Health Care</td>
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<tr>
<td>Health Education</td>
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<tr>
<td>Hospitality</td>
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<tr>
<td>Industrial Education</td>
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<tr>
<td>Library &amp; Information Resources</td>
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<tr>
<td>Machine Tool Technology</td>
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<tr>
<td>Mathematics</td>
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<tr>
<td>Meteorology</td>
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<td>Music</td>
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<tr>
<td>Nursing</td>
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<tr>
<td>Nursing (Vocational)</td>
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<td>Physiology</td>
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<tr>
<td>Spanish</td>
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<tr>
<td>Water Treatment</td>
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<tr>
<td>Wastewater Treatment</td>
</tr>
</tbody>
</table>

Note: The Credit by Exam list is subject to change. Contact the office of the Dean of Curriculum and Educational Support Services for the most current information: (707) 524-1554.
REGULATIONS FOR CREDIT BY EXAMINATION

1.0 A department chair, after consultation with the faculty in the department, may apply to have a credit course within a given department available for Credit by Examination. Examination may not be limited to a written test. It may include: demonstration of skills, competencies, assessment of portfolio, or use of a cumulative assessment tool approved by the faculty, who normally teach the course, which is deemed an appropriate mechanism to measure student competency in the course. A written application must be submitted to the co-chairs of the curriculum committee along with a copy of the exam. In the case of the use of a cumulative assessment tool, e.g. criteria for skill demonstration; rubric for portfolio assessment; the co-chairs will recommend approval to the Curriculum Review Committee (CRC), if the following conditions are met:

1.1 The course outline of record indicates that examination or other cumulative assessment tool is an appropriate method of assessment for this particular course.

1.2 The department chair, on behalf of the faculty in the department, verifies in writing that the exam or other cumulative assessment tool adequately measures mastery of course content as set forth in the course outline of record.

2.0 The exam or cumulative assessment can be administered by the department as soon as Curriculum Review Committee approval is secured. The course will be placed on the list of courses eligible for credit by exam in Academic Affairs, and updated lists are published in each printing of the College Catalog.

3.0 The nature and content of the examination or other cumulative assessment shall be determined solely by the faculty in the discipline that normally teaches the course for which credit is to be granted. The faculty shall determine that the examination or other cumulative assessment adequately measures mastery of the course content as set forth in the course outline of record.

4.0 The faculty may accept an examination or other cumulative assessment conducted at a location other than the community college for this purpose. (Title 5, SSOSO(c)) For example, the faculty may accept standardized exams regulated or prescribed by the State of California for specific occupational areas. The department chair should apply for credit by exam as described in number 1 above.

5.0 A separate examination or cumulative assessment shall be conducted for each course for which credit is to be granted. Credit may be awarded for prior experience or prior learning only in terms of individually identified courses for which examinations are conducted pursuant to this procedure. (Title 5, SSOSO (g))

6.0 The student’s academic record shall be clearly annotated to reflect that credit was earned by examination. (Title 5, SSOSO(e))

7.0 Grading shall be according to the regular grading scale approved by the governing board pursuant to Title 5, section SSOSO, except that student shall be offered a pass/no pass option if that option is ordinarily available for the course. (Title 5, SSOSO(f))

8.0 A student who receives credit by exam for a particular course shall not be allowed to subsequently earn credit by exam for any other course that normally precedes that course in a prerequisite sequence.

9.0 Units for which credit is given pursuant to this policy shall not be counted in determining the 12 semester hours of credit in residence required for the associate degree. (Title 5, SSOSO (g)) Units earned through credit by exam are not considered for financial aid, scholarships, or veteran services eligibility and payments.

10.0 No more than TWO attempts to be granted Credit by Examination or cumulative assessment will be allowed including an exam the student registered for and failed to attend. However, if a student registers for an exam and subsequently drops the course before taking the exam, this does not count as an attempt.

11.0 Academic Affairs will provide guidelines regarding the process on how departments should administer Credit by Examination or cumulative assessment. Departments intending to offer opportunities for Credit by Examination or cumulative assessment are responsible for ensuring that examination/assessment dates are well publicized, so that students wanting to take the examinations/assessments receive adequate notice.

12.0 Registration and fees. Students will be registered for a Credit by Examination section of the course created specifically for this purpose. Variable unit courses should specify how many units are being awarded. Students who take the examination or cumulative assessment must pay a fee for service equal to the usual per unit enrollment fees for the course, but exclusive of any fee-based supplies. Fees for credit by exam are non-refundable. (Title 5, SSOSO(h))

13.0 The maximum number of units awarded by Credit by Examination or cumulative assessment shall be limited to 15 units per SRJC student record.

SPECIAL PROVISIONS FOR STUDENTS UNDER HIGH SCHOOL ARTICULATION AGREEMENTS

14.0 In the case where high school course articulation with a district course exists under formal agreement, district faculty may designate high school faculty to proctor Credit by Examination or cumulative assessment and provide grade recommendations. Completed student exams and/or other documentation related to cumulative assessment of student course competencies are submitted to appropriate district faculty. The content of the exam or cumulative assessment, grade determination, and decision to award college credit, however, remains with and is the responsibility of the district faculty. High school students under articulation completing such examinations or other cumulative assessments, must have current applications and concurrent enrollment forms on file with the District in order for grades to be transcripted.

Not notwithstanding the Credit by Examination policy, high school students under articulation agreements completing examination or other cumulative assessment proctored by a high school teacher designated by the college faculty, are governed by the following special provisions that apply only to this articulation:

14.1 Students are exempt from the fees outlined in section 12.0.

14.2 Students are exempt from any other fees associated with Credit by Examination or cumulative assessment;

14.3 Students are exempt from the student health fee.

Procedure 3.16P Reviewed January 2012

Copyright Policy

Sonoma County Junior College District will adhere to all applicable state and federal laws regarding copyright compliance. District employees and students must obtain all required licenses, consents, and releases necessary to avoid infringing the rights of third parties. The District supports the responsible, good faith exercise of full fair use rights as codified in the United States Copyright Act by faculty, librarians, staff and students in furtherance of their teaching, research, studies and service activities.

The office responsible for copyright compliance for the Sonoma County Junior College District is the Office of the Dean, Learning Resources and Educational Technology.

Policy 3.18, 1, July 2012

Directory Information

Directory information may be made available to newspaper, magazine, radio, or television media and prospective employers for the purpose of reporting a student’s participation in officially recognized college and sports activities, or the student’s receipt of college degrees and awards.
Directory information may include the student’s name, e-mail address, class schedule, and total units enrolled. The names and addresses of students may be provided to public or private schools or colleges for purposes directly related to the academic or professional goals of the institution. A student who does not wish that any, or all, of the information be made available without prior consent, must indicate such on the admission application or file a student data change form in the Admissions and Records Office at the time of enrollment or before the beginning of classes, requesting that directory information be withheld. Policy 8.2.99, November 2013

District Regulations

DRUG-FREE CAMPUS
Santa Rosa Junior College is fully committed to achieving a drug and alcohol free environment for its students and employees. The Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989 require that, as a condition of receiving funds or financial assistance under any federal program, SRJC must create and maintain a drug-free environment and implement a program to prevent the unlawful possession, use, or distribution of drugs and the abuse of alcohol by its students and employees. Policy 6.8.4, reviewed January 2012

HEALTH RISKS OF ALCOHOL USE
There are long-term health risks associated with drinking over time, including damage to the heart, liver, and brain, but the vast majority of health risks occur over the course of a single evening. A college-aged student has a much higher risk of an alcohol-related injury caused by a car crash, slipping or falling, getting into a fight, etc. than developing cirrhosis of the liver. At least 50% of sexual assaults among college students involve alcohol consumption by the perpetrator, the victim or both. For students who choose to drink alcohol, actions such as limiting the number of drinks, sticking with the same groups of friends, and having a designated driver can reduce the chance of harm. Contact Student Health Services at (707) 527-4445 for more information about the health risks of other drugs and harm reduction strategies. Student Health Services provides confidential individual counseling for students who have concerns about their use of alcohol or other substances, and can provide referrals to additional substance abuse community resources.

REGULATIONS
In addition to being a violation of the state and federal laws, the possession and/or use of alcohol or illegal controlled substances on the SRJC campuses, off-campus, centers, and college-sponsored activities are forbidden by college regulations. SRJC is concerned with each student’s welfare who attends the College. This information is provided to students to make them aware of both the possible penalties that can result in regulation infractions of college rules, and to inform them that if they have a drug or alcohol-related problem they are encouraged to have a confidential visit with a college counselor or a health services staff member.

POSSIBLE DISCIPLINARY ACTIONS
The following forms of discipline may be imposed on a student or employee who is found guilty of violations of college regulations. Such discipline may include reprimand, probation, suspension or expulsion, and/or job termination. For specific information concerning the discipline process, contact the Dean of Student Conduct at (707) 527-4906 or the college Human Resources Office at (707) 527-4688.

Note: The federal government mandates that Santa Rosa Junior College provide alcohol and controlled substance information and referral information to the staff and students annually.

SMOKING
SMOKE-FREE ENVIRONMENT POLICY
The Sonoma County Junior College District is a Smoke-Free Environment. The District promotes a safe and healthful atmosphere for students, faculty, staff and visitors on its campuses, centers and other off-campus sites by reducing the health risks associated with tobacco smoke and related products. Therefore, the District is a tobacco- and smoke-free environment. Smoking of any kind, including use of e-cigarettes or electronic cigarettes, and all uses of tobacco are prohibited on all property and in all indoor and outdoor spaces owned, leased, licensed, or otherwise controlled by the District, and in all District-owned vehicles.

The District offers information and referrals intended to assist students and staff who wish to quit smoking. For more information about smoking cessation options, contact Student Health Services at (707) 527-4445, or Environmental Health and Safety at (707) 527-4803.

Implementation of the District Smoke-Free Environment Policy will be the shared responsibility of every student, faculty member, staff person and visitor; additionally, the Sonoma County Junior College District Police shall enforce all state, county and city ordinances that prohibit smoking on or near District property.

Policy/Procedure 6.8.6/6.8.6P

LOST AND FOUND
General Information
To inquire about most lost items on the Santa Rosa Campus, contact or visit the Student Affairs Information Desk, located on the first floor of the Bertolini Student Center (400 Burbank Circle).

Their hours are 8:00 AM-5:00 PM, Monday-Friday and they can be reached by phone at 527-4424. For a list of items maintained by District Police, see below. For all other locations, District Police (527-1000) will collect lost and found items and will hold property at their office for a minimum of 90 days (prior to turning it over to Student Affairs on the Santa Rosa Campus).

Items maintained by Student Affairs:
• Books, notebooks, and planners
• Sunglasses, prescription eyewear
• Backpacks
• Clothing, wallets and purses
• Keys
• Jewelry
• Identification cards and miscellaneous papers

Items maintained by District Police:
It is the intent of the District Police to maintain items with documented serial numbers and items deemed significant in value. Our District Police dispatch center is open 24 hours a day and can be reached at (707) 527-1000.
• Cell phones
• Computers and equipment
• Radios (mp3 players, ipods, etc)
• Medications
• Bicycles

Items not accepted: Soiled clothing, water bottles, coffee travel mugs or any other item posing a health risk.

Unclaimed Items
Items are maintained for 90 days before disposition. After 90 days unclaimed items are taken to the Student Affairs Office for sale/auction. Data sensitive materials will be destroyed if unclaimed. When claiming an item, a valid California Photo ID or SRJC Student ID is required.

If an item is found on a Santa Rosa Junior College campus you may turn it over to the Student Affairs Office. Student Affairs may then determine if the item(s) warrant a turnover to District Police.

STUDENT PARKING: SRJC PARKING AND TRANSPORTATION PROGRAM: PARKING LOT ADJUSTMENTS CLOSE TO CAMPUS
Continued use of nearby lots is anticipated:
1 Mendocino Lot: The existing 240 student parking spaces can be utilized during day and evening hours. There are staff parking spaces along the south curb of the entrance to the Mendocino Lot.
2 "B" Lot (Bailey, Barnett, Baker, Shuhaw, Bussman): B Lot will remain a staff reserved lot from 7:00 am until 7:00 pm. At 7:00 pm, B Lot will be opened up to students on a first-come, first-served basis.
3 All Staff Lots and All Remaining Student Lots: There will be no other adjustments in assignment or use.
PARKING AND TRANSPORTATION ALTERNATIVES
1. Centralized Bicycle Racks: The College has expanded its 538 bicycle capacity racks to 750 and centralizes their locations in three or four easily accessible areas. The new “inverted U” bike racks are being installed in several phases. Bicyclists are not allowed to ride their bikes on campus pedestrian pathways due to the increasing safety issues related to pathway congestion, construction, etc. Bikes can only be ridden on roadways and in parking lots.

2. Ride-Share/Car Pool: The College will continue its reduced fee ride-share parking plan in the existing C Lot.

FEES AND FINES
The regular semester permit parking fees will remain at current levels: $60 each fall and spring semester and $4 per daily use.

Public Transit Access: The College encourages students, staff, and faculty to access the College via public transit. The College recommended that parking and traffic fines at all three locations (Santa Rosa, Petaluma, and Windsor) be brought in line with Sonoma County and cities current rates.

COIN OPERATED PARKING MACHINES
Daily permits from the parking machines are available to anyone. Visitors to both campuses should purchase a daily permit and place it on the vehicle dashboard.

PARKING FOR PERSONS WITH DISABILITIES
Persons who have a valid DMV disabled placard or plates and a valid SRJC parking permit, may park in any of the disabled parking spaces on district property. These spaces are designated by the white and blue international symbol of access.

TOWING POLICY
As established by the Board of Trustees in accordance with C.C. 21113a, tow-aways will be in effect when a vehicle is parked in front of a fire hydrant or where the passage of emergency vehicles is hindered and where entrances or exits are blocked. Vehicles may also be subject to tow-away when in violation of any traffic or parking regulation of any Santa Rosa Junior College campuses.

ADDITIONAL SERVICES
If your vehicle is parked on campus and will not start, the District Police, when possible, will provide jumper cables and the use of the police vehicle to assist you.

BICYCLES
No permit is required. Bicycles must be parked in racks located at various locations on campus. Any bicycle chained to a ramp, pole, tree, etc., will be impounded in the District Police Department in the Pedroncelli Center. No bicycles are allowed in hallways of buildings by order of the Fire Department. Policy 7.12, revised June 2014

ANIMAL CONTROL & SERVICE ANIMALS
No animals, including animals leashed, shall be brought onto District property. This restriction includes animals confined in any vehicle parked within the College boundaries. The following are exceptions:
1. Service animals.
2. Emotional support animals as an authorized accommodation only
3. Animals used in the instructional program.
4. Animals boarded/used at the Shone Farm.

Owners of animals found on campus in violation of this regulation may be cited and/or have their animals impounded by authorized College officials. Policies 7.17 and 7.19, Revised January 2013

SERVICE ANIMALS
It is the policy of the Sonoma County Junior College District to permit students, faculty, staff and community visitors with disabilities to be accompanied by service animals in District facilities and on District campuses. The purpose of this policy is to ensure that individuals with disabilities can participate in and benefit from District services, programs and activities, and to ensure that the District does not discriminate on the basis of disability.

A disability is defined as a physical or mental impairment that substantially limits one or more major life activities of an individual; a record of having such an impairment, or being regarded as having such an impairment.

Service animals are defined as dogs, or in limited specific circumstances, miniature horses, that are individually trained to do work or perform tasks for people with disabilities. The work or task must be directly related to the person’s disability.

Use of a service animal in public areas of campus facilities and property is allowed. When it is not obvious what service an animal provides, college officials may ask only two questions: (1) is the dog a service animal required because of a disability, and (2) what work or task has the dog been trained to perform.

Enrolled students wishing to be accompanied to class by a service animal on a regular basis as an accommodation are encouraged to request accommodation from the Disability Resources Department. Qualified students will be provided with an official Disability Resources Department Authorization for Academic Accommodation letter to present to their instructors indicating the authorized use of a service animal in class.

Enrolled students working as a service dog trainer must obtain an authorization letter from the Dean, Student Conduct, Disabled Students Programs & Services, or designee, in order to bring the dog to class. All service animal procedures must be abided by for dogs-in-training. Dogs-in-training must wear an identifying vest.

It is unlawful for any person to knowingly and fraudulently represent himself or herself to be the owner or trainer of a service animal. Policy 7.17/Procedure 7.17P, Revised March, 2015

TELEPHONE MESSAGES
The College is not prepared to deliver telephone messages except in an emergency, such as sudden illness or accident. Please contact District Police at (707) 527-1000.

Faculty Members’ Obligation to Students
The key element of any educational program is the classroom experience and the manner in which both parties, student and faculty member, cooperate and work with one another. Faculty members must also serve students with essential services in allied areas, such as the library, counseling, or disability resources. The faculty members’ obligation to students includes the recognition that students deserve consistent, courteous, and professional treatment at all times. While classroom and allied faculty situations vary, and some faculty must perform both roles, faculty members must follow certain basic guidelines that will enable students to function at their best. The same principles hold true for faculty members with nonteaching assignments, including counselors, librarians, and disability specialists. The following specific obligations are excerpted from the faculty job description in Article 7 of the AFA contract, and are hereby incorporated into district policy. (The students’ responsibilities are outlined in Section 8.2 Students Rights and Responsibilities, and are further defined in each instructor’s syllabus.)

TEACHING FACULTY MEMBERS
• Start and end class at the scheduled time, and hold final exams during the scheduled time, except as requested by individual students under extraordinary circumstances.
• Issue a syllabus for each class, including at least the following: course description and organization, following the approved course outline; reading and lecture schedule; assignment structure; and written grading policy.
• Instruct or supervise students during all scheduled lecture, laboratory, clinical, performance, and coaching sessions of their assignment unless ill, unavoidably detained, or engaged in approved departmental or college business of a priority nature. Start and end classes on time.
• Prepare materials for instructional use, including handouts, presentations, exams, quizzes, and classroom and homework assignments. Update materials in response to major advances in the field of study.
Policies and Regulations

- Confer with students on academic matters and advise students in matters related to the discipline and to career goals as appropriate.
- Solicit and evaluate students’ feedback about their experience in the class.
- Refer students to counselors and other college resources as appropriate.
- Assist in providing authorized accommodations for students with disabilities.
- Maintain office sessions as posted; meet with students during established office sessions and by appointment when arranged by specific student request.
- Assess student work and provide evaluation of that work to students in a timely manner, particularly following midterms and prior to final dates for dropping or withdrawing.
- Provide alternative assignments or activities to field trips and other group activities that are not identified by date and time in the published Schedule of Classes. (Exceptions: team and performance courses, such as those in PE, Theatre Arts, Music, and Communication Studies.)
- Determine all grades according to published grading policy.
- Post examination grades to enable each student to identify only his/her own scores.
- Complete midterm reports and final grades to meet established college deadlines, and maintain attendance and grading records as required by the Education Code.

NON-TEACHING FACULTY MEMBERS

The following obligations are applicable when they correspond to allied faculty job descriptions.

- Confer with students and advise students in matters related to their education and careers.
- Select or develop handouts, presentations, and other materials for student use.
- Prepare written materials and instruction to support student use of services.
- Meet with students at established times, or by appointment, as a part of their regular duties.
- Confer with students on academic matters, career opportunities, and other appropriate matters.
- Provide liaison with other programs.
- Develop services and collections related to curriculum, e.g., library collections.
- Provide instruction related to the faculty member’s assignment.
- Refer students to counselors and other college resources as appropriate.
- Solicit and evaluate student feedback.

Title 5, Section 55002; Policy 3.9, December 2008

Family Educational Rights and Privacy Act of 1974 (FERPA)

ANNUAL NOTIFICATION TO STUDENTS

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights are:

1. The right to inspect and review students’ education records within 45 days of the day Santa Rosa Junior College (SRJC) receives a request for access. Students should submit to the supervisor (or appropriate official) written requests that identify the record(s) they wish to inspect. SRJC’s official will make arrangements for access and notify students of the time and place where their records may be inspected. If the records are not maintained by the college official to whom the request was submitted, that official shall advise students of the correct official to whom the request should be addressed.

2. The right to request the amendment of students’ education records that students believe is inaccurate or misleading. Students may ask SRJC to amend a record that they believe is inaccurate or misleading. They should write the SRJC official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If SRJC decides not to amend the record as requested by students, SRJC will notify students of the decision and advise students of their right to a hearing regarding the request for amendment. Additional information about the hearing procedures will be provided to students when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in students’ education records, except to the extent that FERPA disclosure without consent. One exception, that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is defined as a person employed by SRJC in an administrative, supervisory, academic, or support staff position (including law enforcement unit and health staff); a person or company with whom SRJC has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, SRJC discloses education records without consent to officials of another school in which students seek or intend to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by SRJC to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office

U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-4605

Directory information may include, but is not limited to: student’s name, e-mail address, class schedule, and total units enrolled.

Policy 8.2.9, November 2013

Gender Equity

Santa Rosa Junior College is committed to a college culture that supports the access and success of all students, inclusive of the full spectrum of gender identity and expression, and works to eliminate any bias or stereotyping on this basis. Please see the sections on Title IX and the Presidential Advisory Committee for LGBTQ issues for further information.

Grade Changes

After a grade has been issued, only the instructor has the authority to change the grade. The determination of the student’s grade by the instructor is final in the absence of mistake, fraud, bad faith, or incompetence. Students filing a complaint based on a grade appeal must follow the process as outlined in Student Complaint and Grievance Procedure.

Policy 3.10 and Procedure 3.10P Revised March 2013

Grading Policy

1. It shall be the policy of the Sonoma County Junior College District to develop and implement regulations governing grading practices and units awarded which are consistent with the Administrative Code, Title 5. These regulations shall be stated in detail in the College Catalog.

2. Instructors are expected to maintain a complete and accurate record of student achievement and are required to retain all grade rosters/records securely and confidentially for a period of at least two years following the posting of grades in the faculty portal.

3. Instructors will utilize every precaution to
preclude violation of student confidentiality; anonymity is mandatory.

4. Formal notification of Midterm progress will be issued to students enrolled in classes eight weeks in length or greater each semester, and classes six weeks in length or greater in the summer term indicating current progress as satisfactory (C or better) or unsatisfactory.

5. Final grades are available to all students as they are posted by the faculty member; however, official transcripts are not released until all financial and other obligations have been cleared.

6. Student requests for grade changes must be initiated no later than two years from the date the grade was posted.

7. The Vice Presidents of Academic Affairs and Student Services, in conjunction with the Director of Information Technology, shall implement procedures to assure the accuracy and integrity of all grades awarded by faculty.

Grades from a grading scale shall be averaged on the basis of the point equivalencies to determine a student’s grade point average (GPA) using only the following evaluative symbols:

CREDIT COURSES:

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Definition</th>
<th>Grade Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>Less than satisfactory</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>0</td>
</tr>
<tr>
<td>P</td>
<td>Pass (formerly CR-Credit)* Satisfactory (C or better) Units awarded not counted in GPA</td>
<td>0</td>
</tr>
<tr>
<td>NP</td>
<td>No Pass (formerly NC-No credit)* Less than satisfactory or failing (D or F) Units not counted in GPA</td>
<td>0</td>
</tr>
</tbody>
</table>

*P/NP replaced CR/NC in fall 2009

For credit courses, the P/NP (Pass/No Pass) grade option is limited to one course or 3 units per semester and subject to a maximum of 12 units for all semesters attended for those students with the following education goals:

1. Earn BA/BS after earning AA/AS
2. Earn BA/BS without earning AA/AS
3. Earn AA/AS without Transferring

4. Earn a Vocational Degree
5. Earn a Vocational Certificate
6. Improve basic skills
7. Undecided Goal

Courses in which only the P/NP grade option is available are exempt from the above restrictions. There is no P/NP unit restriction for those students with the following education goals:

1. Personal interest
2. Formulate career plans/goals
3. Start a New Career
4. Advance in Current Career
5. Maintain certificate or license
6. Complete H5 credits or GED

Students must declare their education goal at the time of application and registration. It will be noted in the college catalog that most transfer institutions limit the number of CR/NC or P/NP grades that they will accept.

The grading option, letter grade or P/NP, must be selected no later than the first 30% of the semester or term.

The Board of Trustees has authorized the use of the following non-evaluative symbols:

I: Incomplete: Incomplete: If a student is unable to complete academic work for unforeseeable, emergency or justifiable reasons by the end of the term, he/she may petition to have an “I” symbol recorded on their academic record. The condition(s) for the removal of the “I” must be stated by the instructor in a written record given to the student and submitted to the Admissions, Records and Enrollment Development Office for approval. The incomplete must be made up within one year of assignment. Students may petition for a time extension due to extenuating circumstances. A final grade shall be assigned when the conditions stipulated have been met and evaluated, or when the time limit has passed. The “I” symbol shall not be used in calculating units attempted nor for grade point averages.

IP: In progress: In progress: The “IP” symbol shall be used only in those courses which extend beyond the normal end of an academic term. The assignment of an evaluative symbol (grade) must await completion of the work “in progress.” The “IP” symbol shall remain on the student’s permanent record in order to satisfy enrollment documentation. The appropriate evaluative symbol (grade) and unit credit shall appear on the student’s permanent record for the term in which the course is completed. If a student enrolled in an “open-entry, open-exit” course is assigned an “IP” at the end of an attendance period and does not re-enroll in that course during the subsequent attendance period, the appropriate faculty will assign an evaluative symbol (grade) to be recorded on the student’s permanent record of the course. The “IP” shall not be used in calculating grade point averages.

RD Report Delayed: Report Delayed: The “RD” symbol may be assigned by the Admissions, Records and Enrollment Development Office, and only 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 to be replaced by a permanent symbol as soon as possible. “RD” shall not be used in calculating grade point averages.

W Withdrawal: Withdrawal: No notation (“W” or other) shall be made on the academic record of the student who withdraws before the first census date of the course. For full-semester courses, this is the last day of the third week of instruction or 20% of the course for short-term courses (including summer courses). A “W” symbol shall be recorded on the academic record of the student who withdraws from a semester length course after the end of the third week of instruction through the last day of the thirteenth week of instruction or 60% of the course for short-term courses (including summer courses). The academic record of a student who remains in a class beyond the withdrawal (W) deadline must reflect a symbol other than a “W.” After consultation with the instructor, a student may petition the Admissions, Records and Enrollment Development Office to withdraw from a course after the withdrawal (W) deadline based on extenuating circumstances. Extenuating circumstances are verified cases of accidents, illnesses or other circumstances beyond the control of the student. If the petition is approved, a “W” shall be recorded on the student’s academic record. The appropriate faculty shall be notified of all withdrawals. The “W” shall not be used in calculating grade point averages, but excessive “W’s shall be used as factors in probation and dismissal procedures.

MW: Military Withdrawal: “Military withdrawal” occurs when a student who is a member of an active or reserve United States military service receives orders compelling a withdrawal from courses. Upon verification of such orders, a withdrawal symbol of “MW” will be recorded on the student’s academic record. Military withdrawals shall not be counted in progress probation and dismissal procedures.

Policy 3.10 and Procedure 3.10P Revised April 2016

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Grade Point Average (GPA)

GPA is computed by dividing the total units attempted (including units for courses repeated) into the total grade points. "P", "NP", "CR", "NC", "I", and "W" are not included in the total course units attempted. For example, a student who earns a grade of 'A' in six units, 'B' in three units, 'C' in three units, 'D' in three units, and 'F' in two and one-half units would have a GPA of 2.40.

<table>
<thead>
<tr>
<th>Units</th>
<th>Grade</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.0</td>
<td>A x 4 =</td>
<td>24.0 grade points</td>
</tr>
<tr>
<td>3.0</td>
<td>B x 3 =</td>
<td>9.0 grade points</td>
</tr>
<tr>
<td>3.0</td>
<td>C x 2 =</td>
<td>6.0 grade points</td>
</tr>
<tr>
<td>3.0</td>
<td>D x 1 =</td>
<td>3.0 grade points</td>
</tr>
<tr>
<td>2.5</td>
<td>F x 0 =</td>
<td>0.0 grade points</td>
</tr>
<tr>
<td>17.5</td>
<td></td>
<td>42.0 grade points</td>
</tr>
<tr>
<td></td>
<td>= 42.0 grade points/17.5 = 2.40 GPA</td>
<td></td>
</tr>
</tbody>
</table>

The computation is shown here:

The GPA for the overall number of units attempted and overall number of grade points can be similarly computed and is known as the Cumulative GPA. Units on file from other institutions are used in calculating the overall GPA.

In calculating students’ degree applicable grade point averages, grades earned in nondegree applicable courses shall not be included.

Policy 3.10 and Procedure 3.10P, Revised April 2016

Grade Reports

Instructors post midterm grades for full semester courses by the end of the eleventh week of each semester (S=satisfactory progress; U=unsatisfactory progress). Final grades shall be posted no later than three to five business days after the end of each semester.

Students may view their midterm and/or final grades via the Web portal “myCubby.” Grade reports are not mailed.

Non-Discrimination Statement

The Sonoma County Junior College District does not discriminate on the basis of race, religious creed, color, national origin, ancestry, ethnic group identification, physical disability, mental disability, medical condition, genetic condition, marital status, sex, gender, gender identity, gender expression, genetic information or sexual orientation in any of its policies, procedures or practices; nor does the District discriminate against any employees or applicants for employment on the basis of their age. This non-discrimination policy covers admission, access and treatment in District programs and activities—including but not limited
to academic admissions, financial aid, educational services and athletics—and application for District employment.

POLÍTICA DE NO DISCRIMINACIÓN

El Distrito del Colegio del Condado de Sonoma no discrimina por motivos de raza, religión, credo, color, origen nacional, ascendencia, grupo étnico, discapacidad física, discapacidad mental, condición médica, condición genética, estado civil, sexo, género, identidad de género, expresión de género, información genética u orientación sexual en ninguna de sus políticas, procedimientos o prácticas; ni discrimina contra cualquier empleado o solicitantes de empleo por motivos de su edad. Esta política de no discriminación cubre la admisión, el acceso y el tratamiento en los programas y actividades del Distrito – que incluyen, pero no se limitan, a las admisiones académicas, la ayuda financiera, los servicios educativos y el atletismo y la solicitud de empleo al Distrito. El Distrito del Colegio del Condado de Sonoma es una institución que ofrece igualdad de oportunidades.

Repetition of Courses

The procedures for repetition of courses are applicable in any of the following cases:

I. REPEATABLE COURSES

Repeatable courses shall be identified and listed in the catalog with specific repeat codes as approved by the Curriculum Committee.

The following types of courses shall be deemed repeatable:

1. Courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor’s degree. The District shall retain supporting documentation that verifies that the repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor’s degree. The supporting documentation must be retained by the District as a Class 3 record;

2. Intercollegiate athletics courses in which a student athlete is enrolled to participate in an organized competitive sport sponsored by the District, or a conditioning course which supports the organized competitive sport; and

3. Intercollegiate academic or vocational competition courses designed specifically for participation in non-athletic competitive events between students from different colleges and sanctioned by a formal collegiate or industry governing body. The participation in the event must be directly related to the course content and objectives. Enrollment in these courses is limited to no more than four times, even if the student receives a substandard grade or “W” during one or more of the enrollments. a. Physical education courses—maximum of three repetitions in any combination of levels involving the same primary activity.

When a course is repeated pursuant to these procedures, the grade received each time shall be included in calculating the student's grade point average.

II. MULTIPLE AND OVERLAPPING ENROLLMENTS

1. Students may not enroll in two or more sections of the same credit course during the same term.

2. For short courses, students may enroll in multiple sections of the same credit course in a given term so long as the enrollments do not overlap.

III. NON-REPEATABLE COURSES

Course enrollments in non-repeatable courses shall be limited to three enrollments total in the same course inclusive of all evaluative and non-evaluative symbols received. Students can only repeat courses designated as “non-repeatable” if they meet one of the criteria listed below. However, students may receive a symbol and/or earn a substandard grade of D, F, NC, NP, NC no more than three times in the same course. The three enrollment limitation in non-repeatable courses is inclusive of any combination of W, D, F, NP, or NC.

IV. COURSE REPETITION TO ALLEVIATE SUBSTANDARD ACADEMIC WORK

1. Students may repeat a course designated as a non-repeatable course in an effort to alleviate substandard academic work. All courses taken at Sonoma County Junior College District for which substandard academic performance is recorded (D, F, NC, NP), may be repeated twice (three enrollments total).

2. Students who have received a substandard grade in a repeatable course may not retake the course beyond the maximum repetitions permitted for such course.

3. When a student has repeated courses to alleviate substandard academic work, the first two substandard grades may be excluded in computing the student’s grade point average (GPA). However, the permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

4. In determining transfer of a student’s credits, Sonoma County Junior College District shall honor similar, prior course repetition actions by other accredited colleges and universities.

V. COURSE REPETITION DUE TO SIGNIFICANT LAPSE OF TIME

Students may petition the Admissions, Records and Enrollment Development Office to repeat a course one time due to a significant lapse of time (at least three years) since a satisfactory passing grade was received in order to satisfy a District recency requirement or the recency requirement of another institution of higher education to which the student seeks to transfer.
Upon completion of the repeated course, the previous grade and units shall be disregarded in computing the student’s GPA. All coursework on 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.

VI. COURSE REPETITION DUE TO EXTENUATING CIRCUMSTANCES

Students may petition the Admissions, Records and Enrollment Development Office to repeat a course whether the grade was substandard, passing or a withdrawal. ‘Extenuating circumstances’ are defined as verified cases of accidents, illness, or other circumstances beyond the control of the student. Upon completion of the repeated course, the previous grade and units awarded shall be disregarded in computing the student’s GPA. All coursework on 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.

VII. STUDENTS WITH DISABILITIES

The District shall permit a student with a disability to repeat a special class for students with disabilities any number of times based on an individualized determination by the Disability Resources Department that such repetition is required as a disability-related accommodation for that particular student for one of the reasons specified below:

a. When continuing success of the student in other general and/or special classes is dependent on additional repetitions of a specific special class; or

b. When additional repetitions of a specific special class are essential to completing a student’s preparation for enrollment into other classes; or

c. When the student has a student educational contract which involves a goal other than completion of the special class in question and repetition of the course will further achievement of the goal.

Students must submit a petition to the Admissions, Records and Enrollment Services Office for approval. All grades and units received shall be counted in calculating the student grade point average.

VIII. WORK EXPERIENCE

Students may earn a total of 16 semester units in active participatory courses and similar activity groups. Students may earn up to a total of 16 semester units in active participatory courses and similar activity groups. These courses can be repeated for credit any number of times, provided the student submits documentation of the required legal mandates.

IX. COURSE REPETITION AS A RESULT OF A SIGNIFICANT CHANGE IN INDUSTRY OR LICENSURE STANDARDS

Students may petition the Admissions, Records and Enrollment Development Office to repeat a course as a result of a significant change in industry or licensure standards such that repetition of the course is necessary for employment or licensure. Such courses can be repeated for credit any number of times provided the student submits documentation of the significant change in industry or licensure standards necessitating course repetition.

X. COURSE REPETITION AS A RESULT OF SIMILAR ACTIVITY GROUPS

Active participatory courses are those courses where individual study or group assignments are the basic means by which learning objectives are obtained. When two or more such courses have similar educational methods, they shall be identified and grouped into similar activity groups by the Curriculum Committee. Student enrollment in active participatory courses is limited to four enrollments within each identified similar activity group. This limitation applies even if a student receives a substandard grade or “W” during one or more of the enrollments.

Policy 8.1.16, and Procedure 8.1.16P, Revised May 2013

Sexual Harassment

The Sonoma County Junior College District is committed to an environment in which all employees and students are treated with respect and dignity. Each employee and student has the right to work/learn in a professional atmosphere that promotes equal opportunity and is free of unlawful discriminatory practices.

All complaints involving unlawful discrimination or sexual harassment should be directed to the Vice President of Human Resources (or designee), (707) 5247-4954. For more information, please visit http://www.santarosa.edu/polman/2govern/2.7P.pdf.

HOSTIGAMIENTO SEXUAL

The Sonoma County Junior College District está comprometida a mantener un ambiente en el cual todo el personal y estudiantes son tratados con respeto y dignidad. Hostigamiento sexual es una forma de discriminación ilegal y es violación de ley Estatal y Federal al igual que el reglamento oficial del colegio.

Procedure 2.7P, Revised February 2016

Student Complaint/Grievance

A student complaint may arise out of a decision or action reached or taken in the course of official duty by a member of the faculty, staff, or administration of the Sonoma County Junior College District (SCJCD). “Student” means a person who has been admitted to enroll at SCJCD (including non-credit courses) or is currently enrolled. The complaint may take one of three forms, described below: direct resolution, informal complaint or formal grievance. These complaint/grievance procedures are not intended to initiate disciplinary action against any member of the faculty, staff, or administration, or to alter college policy. However, documentation collected during the process may be used as evidence in future legal action. Under no circumstances will the filing of an informal complaint or formal grievance result in retaliation by the party being grieved against or his/her department.

A complaint/grievance will only be permitted within thirty (30) instructional days into the semester that immediately follows the semester in which the alleged incident occurred. Summer Session is not included when making this determination, unless all parties agree. However, if the incident occurs during the Summer Session, the student will have thirty (30) instructional days into the semester following the Summer Session to file a complaint/grievance.

For cases involving harassment or discrimination, the complaint must be filed within one (1) year of the date of the alleged unlawful discrimination or within one (1) year of the date on which the complainant knew or should have known of the facts underlying the allegation of unlawful discrimination.

All necessary forms for these procedures can be found on the college website at http://studentlife.santarosa.edu/student-grievances-complaints and at the Student Affairs Office on either the Santa Rosa or Petaluma Campus.

RESPONSIBILITIES

Student/Grievant

- Review the policies and procedures relevant to the subject of the complaint/grievance.
- Understand what types of actions can be grieved.
- Understand the five types of grievances, and follow the correct process for each type of complaint.
- Maintain copies of all relevant materials and dated notes from all discussions.
- Consult with the Ombudsperson in order to receive correct information and support while
Policies and Regulations

Supervising Administrator

Instructor

marital status, sex, gender, gender identity, gender

disability, medical condition, genetic condition,

Type II: Sexual Harassment or Unlawful

Type I: Grade Appeals

Type V: Other Complaints

Type III: Financial Aid

Type IV: Complaints Against Another

Type V: Other Complaints

Type II: Sexual Harassment or Unlawful

Type I: Grade Appeals

Type II: Sexual Harassment or Unlawful

Type III: Financial Aid

Type IV: Complaints Against Another

Type V: Other Complaints

Direct Resolution

in any of its policies, procedures or practices. All complaints involving unlawful discrimination or sexual harassment should be directed to the Vice President of Human Resources (or designee), (707) 5247-4954. For more information, please visit http://www.santarosa.edu/policy/2017govern/2.7p.pdf.

these procedures by email or teleconference. Students in online classes may proceed through these procedures by email or teleconference.

complaint, including details of all meetings with the student.

Department Chair, Program Director, or

Supervising Administrator

understand the policies and procedures of the College.

Complete trainings at regular intervals in issues of sexual harassment and discrimination.

Ensure that the student/grievant completes all forms required of these procedures, as necessary.

Keep dated records concerning any student complaint, including details of all meetings with the student.

Type II: Sexual Harassment or Unlawful

Discrimination

 acompanied by issues of sexual harassment and discrimination.

Keep dated notes of all discussions relevant to the informal complaint or grievance.

If requested, act as or name a facilitator acceptable for both parties.

Verify/document that the complaint timeline was followed

forward information to the Supervising Administrator or Vice President with the proposed resolution.

Inform the student of the determined resolution.

Inform students of their right to appeal any prior decision.

The process for filing and resolving informal complaints and formal grievances may differ depending on the area of concern.

Type I: Grade Appeals

Students may file an informal complaint or grievance to appeal a grade, recognizing that no instructor may be directed to change a grade except in narrow circumstances authorized by Education Code. “When grades are given for any course of instruction taught in a community college, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student’s grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetency, shall be final.”

Type II: Sexual Harassment or Unlawful

Discrimination

Santa Rosa Junior College will not tolerate unlawful discrimination or sexual harassment based on race, religious creed, color, national origin, ancestry, ethnic group identification, physical disability, mental disability, medical condition, genetic condition, marital status, sex, gender, gender identity, gender expression, genetic information or sexual orienta-

In cases where the complaint cannot be resolved through open and honest dialogue between the persons involved, students can proceed to the informal complaint process.

Informal Complaint

If a Direct Resolution cannot be agreed upon, the student may make contact with the immediate supervisor of the person toward whom the complaint is being brought. In the case of a faculty member, the immediate supervisor is the Department Chair, Program Director or Supervising Administrator. In the case of a staff person or administrator, the Ombudsperson may be consulted if help is needed in identifying the immediate supervisor to be contacted.

To initiate an Informal Complaint, the student must fill out the Student Complaint form found at http://studentlife.santarosa.edu/sites/studentlife.santarosa.edu/files/complaint%20form%20fillable%20new%20updated_0.pdf and at the Student Affairs Office on either the Santa Rosa or Petaluma Campus.

The supervisor must provide the student with a proposed resolution and/or decision regarding the complaint within ten (10) instructional days of student contact with the supervisor. This initial contact may happen via email, telephone, or face-to-face. The faculty/staff decision must be included on the complaint form with signatures; additional pages may be attached if necessary.

By mutual agreement, the student and the supervisor may extend the timeline in order to resolve the issue. To verify/document that the complaint timeline was followed, the supervisor will send information to the supervising administrator with the proposed resolution, send a copy to the student, and also print and keep a confidential copy.

If the Informal Complaint cannot be resolved, the student can file a Formal Grievance. This must be filed within ten (10) instructional days after receiving the proposed resolution of the Informal Complaint.

Formal Grievance

If the student is not willing to accept the decision or proposed resolution from the informal complaint process, and the student wishes to appeal, the complaint becomes a formal grievance and the student becomes a grievant.

The purpose of the Formal Grievance process is to provide for an impartial review and to ensure that the rights of students are properly recognized and protected. A grievable action is defined as any action:

• Violating written campus policies,

• Constituting arbitrary, capricious, or unequal application of written campus policies or procedures, or

• Violating applicable local, state or federal laws.

• The grievant must put his/her grievance in writing using the Student Grievance Form found at

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The Vice President, Student Services will determine the course range of the appeal, in writing to the student grievant. The decision of the Vice President, Student Services, shall be provided to the grievant within ten (10) instructional days of receipt of certified mail notification. The decision of the Vice President, Student Services, shall be based on the facts and recommendations of the Board of Review.

The Board of Review may make recommendations to the Board of Review, of Review must be present for it to take any action. Those members voting will have been present during all testimony and deliberation.

If the Board of Review is unable to arrive at a recommendation within ten (10) instructional days of the opening of the hearing, the Board will be dissolved and a new Board of Review appointed.

The hearing need not be conducted according to technical rules relating to evidence and witnesses. Any relevant evidence shall be admitted if it is the sort of evidence on which reasonable persons are accustomed to relying in the conduct of serious affairs.

The Board of Review shall judge the relevance and weight of testimony and evidence and make its findings of facts, limiting its investigation to the formal charge. A vote of the Board of Review will be taken by open written ballot and the votes recorded by name. A majority vote is required for a decision. The decision of the Board of Review must be presented within five (5) instructional days of the close of the testimony.

The Board of Review may make recommendations as appropriate with the individual’s standing in the College community and the severity of the offense.

A recording made of the proceedings shall be submitted by the Board of Review and kept in a confidential file by the Vice President, Student Services and shall be available at all times to both parties of the grievance. A written transcript will also be filed at the request of either party at that person’s expense.

**Final Action**

- The Board of Review shall submit its findings of facts and recommendations to the Vice President, Student Services, with copies to each party to the grievance and to the Superintendent/President. This shall serve as a final decision unless changed through the appeal process listed below.

**Appeals**

- Either party may write an appeal to the Superintendent/President within two (2) instructional days of receipt of certified mail notification. The Superintendent/President, (or designee) upon receiving an appeal and the findings of facts and recommendations of the Board of Review, shall review the proceedings of the Board and conduct such investigation as seems appropriate. The Superintendent/President (or designee) will render a decision and transmit it to the Board of Review.

**ISSUES NOT RESOLVED AT THE CAMPUS LEVEL**

**U.S. Department of Education State Authorization Regulations**

In order for institutions of higher education to participate in the Federal student aid programs authorized by Title IV of the Higher Education Act of 1965, an institution must be legally authorized to provide post-secondary educational programs within the state in which it is located. By rule promulgated by the U.S. Department of Education, part of this “state authorization” requirement is
that the state must have “a process to review and appropriately act on complaints concerning the institution including enforcing applicable State laws. For its part, the institution must “provide students or prospective students with contact information for filing complaints with its accreditor and with its State approval or licensing entity and any other relevant State official or agency that would appropriately handle the student’s complaint.”

Options Beyond the Campus Level
Most complaints, grievances or disciplinary matters should be resolved at the campus level. This is the quickest and most successful way to resolving issues involving a California Community College (CCC). You are obligated to work through the college complaint process first before escalating issues to any of the following resources. Issues that are not resolved at the campus level may be presented: To the Accrediting Commission for Community and Junior Colleges (ACCJC) at http://www.acjc.org/complaint-process complaint-process if your complaint is associated with the institution’s compliance with academic programs quality and accrediting standards. ACCJC is the agency that accredits the academic programs of the California Community Colleges.

To the CCC Chancellor’s Office by completing the Web form at http://www.cccco.edu/ComplaintsForm.aspx if your complaint does not concern CCC’s compliance with academic program quality and accrediting standards. If your complaint involves unlawful discrimination, to the Chancellor’s Office Web site at http://extranet.cccco.edu/Divisions/Legal/Discrimination.aspx. Nothing in this disclosure should be construed to limit your complaint is associated with the institution’s compliance with academic programs quality and accrediting standards.

ACTS OF MISCONDUCT

A. Dishonesty, such as cheating, plagiarizing, or knowingly furnishing false information to the District.
B. Forgery, alterations, or misuse of District documents, records, or identification.
C. Use of any electronic recording or recording device in any classroom without the prior consent of the instructor, except as necessary to provide reasonable auxiliary aids and academic accommodations to a student with a disability.
D. Making a video recording, audio recording, taking photographs, or streaming audio/video of any person in a location where the person has a reasonable expectation of privacy, without that person’s knowledge and express consent.
E. Sale, preparation, or distribution for any commercial purpose course lecture notes or video or audio recordings of any course, unless authorized by the authoring faculty or District representative in advance. The unauthorized sale or commercial distribution of course notes or recordings by a student is a violation of this policy whether or not it was the student or someone else who prepared the notes or recordings.
F. Obstruction or disruption of teaching, research, administration, disciplinary procedures, District activities, or other activities authorized by the District including its public service functions, or of other authorized activities.
G. Solicitation or acceptance of money or other item of value as an inducement, encouragement, or reward for intercollegiate participation or false declarations regarding eligibility for participation in intercollegiate athletics.
H. Sexual misconduct including but not limited to lewd or indecent behavior, sexual assault, sexual battery, sexual harassment, or threat of sexual misconduct as defined by law or policy of the District.
I. Participation in hazing or any method of initiation or pre-initiation into a campus organization or other activity engaged in by the organization or members of the organization at any time that causes, or is likely to cause, physical injury or personal degradation or disgrace resulting in psychological harm to any student or other person.
J. Harassment, bullying, or discriminatory behavior defined as conduct that is objectively severe, pervasive, and offensive, and that so substantially impairs a person’s access to District programs or activities that the person is effectively denied equal access to the District’s resources and opportunities.
K. Stalking behavior in which a student repeatedly engages in a course of conduct directed at another person and makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her family; when the threat is reasonably determined by the District to seriously alarm, torment, or terrorize the person; and where the threat is additionally determined by the District to serve no legitimate purpose.
L. Physical, verbal, written, or image based abuse of any person, or conduct which threatens or endangers the health or safety of any such person.
M. Assault, battery, or any threat of force or violence upon a person.
N. Possession or use of any deadly weapon, replica weapon, explosive, or other destructive device on District Property including, but not limited to firearm, dirk, dagger, ice pick, knife, or any other object used as a weapon.
O. Willful misconduct resulting in injury or death to a person or which results in cutting, defacing, or other damage to any District or personal property.
P. Committing, attempting, or being an accomplice to robbery or extortion on District property or at a District activity.
Q. Theft of or damage to property of the District or of a member of the District community or campus visitor. This includes abuse of District computers and other District electronic resources such as computer and electronic communications facilities, systems, and services. Abuses include, but are not limited to, unauthorized entry, use, transfer, or tampering with the communications of others; interference with the work of others and with the operation of computer and electronic communications facilities, systems, and services.
R. Willful or persistent smoking or use of electronic or vapor smoking device in any area on District property where smoking has been prohibited by law or by regulation of the Board of Trustees of Sonoma County Junior College District.
S. Unauthorized entry to, possession of, receipt of, or use of any District services, equipment, resources, or properties, including the District or College name or logo. Unauthorized possession,
Violations of District regulations maintained by the Office of Student Affairs concerning student organizations, or the time, place and manner of public expression, including participation in a disturbance of the peace or unlawful assembly.

U. Engaging in expression which is libelous or slanderous or which so incites others as to create a clear and present danger of the commission of unlawful acts on District premises or at District-sponsored or supervised functions, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.

V. Unlawful possession, use, sale, offering to sell, or furnishing, or being under the influence of, any controlled substance, alcoholic beverage, or intoxicant or poison or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia.

W. Continued disruptive behavior, failure to comply with directions of District officials acting in the performance of their duties, continued willful disobedience, habitual profanity or vulgarity, open and persistent defiance of authority or persistent abuse of District personnel requiring inordinate drains on staff time, resources and supervision.

X. Failure to identify oneself to, or comply with the directions of a District official acting in the performance of their duties or resisting or obstructing such District official in the performance of or the attempt to perform their duties.

Y. Failure to observe precautions the District deems necessary to ensure the safety of the student or others.

**WRITTEN NOTICE**

For the purpose of this policy and procedures, and unless otherwise specified, “written notice” means notice that is served by U.S. mail and email at the student’s most recent addresses on file in the District’s Admissions and Records Office and shall be deemed received by the student two (2) working days after deposit in the mail or received immediately by the student upon email delivery.

**Discipline Due Process**

The intention of the Student Discipline and Due Process Procedure is to resolve alleged violations of the standards of conduct in a fair, honest manner that honors the needs and protects the safety of the District community.

These procedures provide a prompt and equitable means to address violations of the Santa Rosa Junior College Student Standards of Conduct in accordance with the due process rights guaranteed to students. These procedures do not substitute for criminal or civil proceedings that may be separately initiated.

These procedures are not intended to infringe in any way on the rights of students to engage in protected free expression.

The Superintendent/President delegates general authority for the implementation of this Administrative Procedure to the Dean, Student Conduct or designee. The Dean of Student Services, Petaluma Campus shall be the Conduct Dean for student conduct matters at the Petaluma Campus.

**I. REPORTING MISCONDUCT**

A. Any member of the college community may make a complaint against a student with allegations of misconduct. Acts of academic dishonesty such as cheating or plagiarism shall be reported to the Dean, Student Services for incidents at the Petaluma campus, and the Dean, Student Affairs and Engagement Programs for all other locations.

Acts of sexual harassment shall be reported to the District Title IX Officer/Vice President, Human Resources. All other misconduct shall be reported to the Conduct Dean.

B. Misconduct in the instructional setting may be addressed and resolved by the instructor. The instructor shall privately inform the student of the misconduct, either face to face or by email, with a warning and statement of expected behavior in an effort to redirect the student. The student, at this point, has the right to respond to the instructor’s allegations. If the misconduct is severe, or continues after warning, a report shall be sent to the Department Chair and the Conduct Dean.

C. Any member of the college community including District Police officers, administrators, students, faculty and staff may report misconduct in a non-instructional setting to the Conduct Dean.

D. Any misconduct that is deemed dangerous or criminal shall be reported to District Police immediately and then the Conduct Dean.

**II. INVESTIGATION AND ADMINISTRATIVE HEARING PROCESS**

A. Upon receiving the conduct referral, the Conduct Dean will investigate the allegations. If the Dean finds there are grounds for charges, a written Statement of Charges shall be provided to the student that will include a statement of the misconduct, the identified conduct violation charges, and the time, date, and place of the Administrative Hearing. The student shall be asked to provide a written response to the Statement of Charges to the Conduct Dean no later than two (2) working days after the student’s receipt of the Statement of Charges. The Statement of Charges may be amended at any time upon providing notice to the student of such amendment.

B. Representation and Advisors

1. The student shall represent him or herself at the hearing, and may, but need not, bring a non-attorney advisor he or she chooses. The non-attorney advisor may advise the student, but may not participate. Failure by the non-attorney to comply with this requirement will result in removal from the hearing.

2. The Conduct Dean may request that the District provide an attorney at the hearing to sit in an advisory capacity and to provide legal counsel. If the District intends to have an attorney assist the Conduct Dean during the hearing, it will notify the student not less than five (5) working days prior to the date of the hearing so that the student may decide whether to obtain his or her own attorney.

3. A student may have an attorney advisor only if (1) the District will have an attorney to assist the Conduct Dean during the hearing, or (2) if criminal charges related to the alleged student misconduct are pending against the student at the time of the hearing. The student is solely responsible for securing and compensating an attorney. The student must notify the District not less than five (5) working days prior to the date of the hearing that they will be accompanied by an attorney under this paragraph.

4. Attorneys who assist the Conduct Dean or a student may be present and provide advice to their client, but beyond stating their names for identification purposes, may not participate by examining witnesses, submitting or objecting to documents, making statements, or asking questions.

5. Any person licensed to practice law is considered an attorney for purposes of the hearing.

C. The hearing shall be closed and confidential.

D. At the Administrative Hearing, the Conduct Dean shall give the student the opportunity to respond to the Statement of Charges.

E. The Dean may conduct further investigation of the allegations and may require additional meetings with the student as part of the Administrative Hearing.

F. The Dean and the student may discuss voluntary resolution/consent to discipline as part of the Administrative Hearing if deemed appropriate by the Dean.

G. Waiver of Administrative Hearing

1. A student who fails to attend an Administrative Hearing without excusable reason shall be deemed to have waived his or her right to an Administrative Hearing. Excusable reason means inability to meet due to student’s hospitalization, incarceration, or other reason beyond the student’s control as determined by the Conduct Dean.

2. Following the Waiver of Administrative Hearing, the Conduct Dean will proceed to determine and provide notice to the student of the Administrative Decision.
III. DETERMINATION AND NOTICE OF ADMINISTRATIVE DECISION/RECOMMENDATION

The Conduct Dean shall issue a written notice of his or her Administrative Decision to the student including recommended sanction, within ten (10) working days of completion of the Administrative Hearing process or within ten (10) working days of the student’s waiver of hearing rights. The Conduct Dean may extend the time for issuing written notice if he or she determines an extension is appropriate to support a meaningful disciplinary process. The Administrative Decision shall be based on reasonable and relevant evidence. The Conduct Dean may consider the student’s disciplinary history at the District in reaching a decision or recommendation. The Administrative Decision shall include the Statement of Charges, indication or recommendation. The Administrative Decision is appropriate to support a meaningful disciplinary hearing process or within ten (10) calendar days.

D. Immediate Interim Suspension

If the Conduct Dean determines it is necessary to protect lives or property and to ensure the maintenance of order, a student may be immediately suspended from some or all classes and class-related activities, pending an opportunity for a hearing within ten (10) calendar days.

E. Probation or Short-term Suspension

If the Conduct Dean determines that good cause exists to impose a period of probation or short-term suspension, the Administrative Decision shall specify the length of time of the probation or suspension and the parameters of activities covered by the sanction. Probation allows for conditional continued enrollment under stated restrictions. Short-term suspension excludes a student from one or more classes and/or extra-curricular activities for a specified period of less than ten (10) days of instruction. The Conduct Dean’s determination of probation or short-term suspension or lesser disciplinary action shall be final and cannot be appealed. Violations of either probation or short-term suspension may be cause for more serious disciplinary action.

F. Long-term Suspension

If the Conduct Dean determines that good cause exists to suspend the student from the District on a long-term basis, the Administrative Decision shall specify the length of the long-term suspension, which may range from exclusion from one or more classes for more than ten (10) days of instruction up to one or more terms. A long-term suspension includes exclusion from class-related activities and extra-curricular activities for a concurrent period unless otherwise indicated.

G. Restitution and/or Restorative Remedies

If the Conduct Dean determines that good causes exist to impose restitution for damages caused to District or personal property, the Conduct Dean shall determine monetary penalty as compensation for damage resulting from student misconduct. Restitution may take the form of appropriate services identified by the District. If the Conduct Dean determines that participation in restorative remedies is appropriate a restorative plan will be written in the Notice of Administrative Decision.

H. Expulsion

If the Conduct Dean recommends expulsion, he or she shall forward the matter to the Vice President of Student Services. Expulsion means permanent exclusion of the student by the Board of Trustees from all District courses, activities, and presence on District property. The Vice President of Student Services shall determine whether to accept, modify, or reject the Conduct Dean’s Administrative Decision. If the Conduct Dean’s expulsion recommendation is accepted, the Vice President shall forward the recommendation to the Superintendent/President. If the Conduct Dean’s Administrative Decision is rejected or modified, the student shall receive written notice of the new Administrative Decision.

V. APPEAL PROCEDURES

A. Right to Appeal

If either long-term suspension or expulsion is recommended, the student may submit a timely request for an appeal hearing unless the student waived the right to appeal by failing to participate in the Administrative Hearing process.

B. Request for Appeal Hearing

If a student who participated in the Administrative Hearing wishes to appeal an Administrative Decision imposing a long-term suspension or recommendation for expulsion, the student shall serve a written Request for Appeal Hearing with the Conduct Dean no later than 5:00 p.m. on or before the fifth working day after the student’s receipt of the written Administrative Decision.

C. Schedule and Notice of Appeal Hearing

1. Upon receipt of a student’s timely request for an Appeal Hearing, the Conduct Dean will schedule an Appeal Hearing and send written notice to the student of a Notice of Appeal Hearing and Statement of Charges.

2. The Appeal Hearing shall be held within twenty (20) working days after a written request for Appeal Hearing is received from the student. The Conduct Dean or Hearing Officer may determine an extension of the Appeal Hearing date is appropriate to support a meaningful disciplinary process. The Notice of Appeal Hearing and Statement of Charges shall advise the student of the date, time, and place of the Appeal Hearing. The written Notice of Appeal Hearing and Statement of Charges shall be sent to the student at least five (5) working days prior to the Appeal Hearing date.

3. The Statement of Charges shall include the following:

   a. The alleged misconduct.

   b. The specific section(s) of the Standards of conduct that the student is accused of violating.

   c. A brief statement of the facts supporting the Charges.
Impartial Appeal Hearing

A student who fails to appear for the Appeal Hearing at the designated time and place shall be deemed to have waived his or her right to an Appeal Hearing and the discipline sanctions included in the Statement of Charges shall be imposed.

The student shall represent him or herself at the Appeal Hearing with the same stipulations regarding attorney and non-attorney advisors as outlined under the Administrative Hearing Process.

The Appeal Hearing shall be closed and confidential.

The student may address his or her discipline history, but shall not be permitted to call witnesses or introduce documents to refute the conduct upon which the previous disciplinary issues related to the student, if any.

The “record of the hearing” shall include the Statement of Charges (as amended, if applicable), the student’s written response, if any, the oral and documentary evidence adduced at the Hearing, the recording made during the Hearing, and the District’s record of previous disciplinary issues related to the student, if any.

Within thirty (30) working days of receipt of the Hearing Officer’s Advisory Decision and record of the Appeal Hearing, or sooner if required to meet Title IX guidelines, the Superintendent/President shall review the Advisory Decision and the record of the Appeal Hearing and shall determine whether to accept, modify or reject the Advisory Decision. If the Superintendent/President determines to modify or reject the Hearing Officer’s Advisory Decision, he or she shall prepare a new written decision which contains specific factual findings and conclusions based on the record of the Appeal Hearing.

The student may appeal the decision of the Superintendent/President to the Board of Trustees.

If the Superintendent/President determines that expulsion is appropriate, the recommendation for expulsion shall be made in writing to the Board of Trustees and written notice sent to the student.

VII. BOARD OF TRUSTEES REVIEW – EXPULSION

A. Consideration of Expulsion Recommendation

The Board of Trustees shall consider any recommendation from the Superintendent/President for expulsion at the next regularly scheduled meeting of the Board occurring at least 10 working days after receipt of the recommendation or at a special meeting held within 20 working days after receipt of the recommendation. The Board’s review may be extended beyond these periods if the Superintendent/President determines that an extension is appropriate to support a meaningful disciplinary process. The Board’s consideration consists of a review of the record of the Appeal Hearing and the Advisory Decision from the Appeal Hearing (if applicable), or the President’s written decision and/or recommendation. The Board review does not provide another evidentiary hearing for the student on the matter.

B. Board of Trustees Review

The student shall be given written notice of the date, time, and place of the Board’s meeting at least five (5) working days in advance of the meeting. The Board shall consider an expulsion recommendation in closed session unless the student or his or her parent, guardian, or conservator, if the student is a minor or conserved, requests an open session.

C. Board Decision

The Board may accept or reject the expulsion recommendation of the Superintendent/President after a review of the Appeal Hearing record or after reviewing the Conduct Dean’s Administrative Decision when the student waived his or her right to an Appeal Hearing. If the Board rejects the expulsion recommendation, the Board shall prepare a new written decision which includes factual findings, Standards of Conduct that were violated, and
disciplinatory action, if any. The decision of the Board shall be based only on the record of the Appeal Hearing or the Dean’s Administrative Decision, and the District’s record of previous disciplinary issues related to the student, if any.

The Board’s decision regarding expulsion is final. The Board’s action shall be a public record of the District in accordance with laws related to student records.

Written notice of the Board’s final decision shall be sent to the student as soon as practicable after the Board meeting.

VIII. SPECIAL CIRCUMSTANCES

The District may notify the parent(s)/guardian(s) of minor students, or conservators of students known to be under conservatorship for educational decisions of proposed disciplinary action against the minor or conserved student when the disclosure to the parent/guardian/conservator is permitted under the Family Educational Rights and Privacy Act. Policy 8.1.17, Reviewed January 2012

Student Equity

It shall be the policy of the Sonoma County Junior College District to strive to achieve Student Equity throughout the District. It shall be the commitment of the District to promote the full participation and academic success of all individuals including those from all historically underrepresented groups as defined by the Board of Governors in all aspects of the college.

The District shall maintain plans and procedures to support this policy including required Chancellor’s Office reporting.

Student Equity will be determined to have been achieved when the composition of students who enroll, are retained, transfer, or achieve their educational goals, mirror the diversity in the District’s adult population.

Policy 8.1.17, Reviewed January 2012

Student Obligations and Responsibilities

CHANGE OF ADDRESS

A change of address should be reported promptly to the Admissions, Records, and Enrollment Development Office. Students can also update their address online in their student portal.

ATTENDANCE

Since regular attendance promotes success in class work, a student is expected to attend all sessions of each class in which he/she is enrolled. Attendance is the student’s responsibility. Any student who ceases to attend a class and fails to drop it officially in the Admissions and Records Office may receive a grade of “F.”

Any student enrolled in a course who is not present or who has not made prior arrangements with the instructor by the first day of class may be dropped from the course by the instructor.

All people attending a class at Santa Rosa Junior College must be enrolled in that class. Please refer to Attendance Requirements Policy 8.1.5, for further information.

EXPECTATIONS ARE

1. A person seeking to add a class within the prescribed period of time.
2. An occasional visitor with the instructor’s permission.
3. A person who has been granted auditing status.

ABSENCES DUE TO ILLNESS

Students who will be absent for more than one week should notify their instructors in advance if possible. Students should determine, by consulting with the instructor, the status of any missed work.

Student Right to Know

In compliance with the Student Right to Know and Campus Security Act of 1990, it is the policy of Santa Rosa Junior College to make available its completion and transfer rates to all current and prospective students. Student Right To Know is a federal mandate for colleges to publicly disclose graduation and transfer rates. These rates track first-time freshmen in a fall cohort who are self-identified as being degree, certificate, or transfer-seeking. Students must be enrolled full time in for-credit, degree-applicable courses. The cohort is, on average, a very small portion of the entire student population. Student outcomes (completion, transfer) are tracked over a three-year period. Please note these rates are by no means an all-encompassing measure of the college’s success.

Almost 34 percent of Santa Rosa Junior College’s first time, full-time students who entered the college in Fall 2011 with the goal of a degree, certificate, or seeking a transfer received a degree, certificate, or became transfer-prepared (completed 60 transferable units with a GPA 2.00 or better) by Spring 2014. The completion rate of 33.92 percent was based on the 2011 cohort as per Student Right to Know (Jeanne Clery) regulations.

For more information on SRTK, go to the Web site: http://srtk.cccdco.edu/index.asp or contact the Office of Institutional Research at (707) 778-4191.

Student Success and Support

Pursuant to the requirements of the Student Success Act of 2012 (SB 1456), the Sonoma County Junior College District reaffirms its commitment to serve all students who can profit from its instructional programs, to ensure them equal educational opportunity, to provide them the necessary services for optimizing their opportunities for success, and to help students obtain the appropriate information/ assistance for achieving their educational goals. The District will develop and maintain appropriate procedures to implement this Board policy.

By this statement, the Board acknowledges the intent of the Student Success Act of 2012, and agrees to implement its regulations to the extent possible and as appropriate. This includes implementing the Student Success and Support Program (SSSP). This policy shall be effective starting the Fall 2014 term.

The District is responsible for the provision of student services to support student success. The Student Success and Support Program (SSSP) will include the following core matriculation services: orientation, assessment, counseling, advising, and other student education planning, and follow-up services.

STUDENT RIGHTS AND RESPONSIBILITIES

1. All students have the right to the following student success and support services: orientation, assessment; counseling, advising, and other student education planning; and follow-up services

2. Each student has the responsibility identify an educational goal upon application and declare a course of study after completing fifteen (15) degree-applicable semester units, attend an orientation session; complete the assessment service; attend classes regularly and complete assigned coursework; adhere to all college rules, regulations, and policies, and participate in the development of his or her student education plan (SEP).

3. Each student is entitled to:

A. Participate in the development of his or her student education plan. A student who believes that the District has not afforded him or her the opportunity to develop or implement this plan may file a complaint with an appropriate Student Services Dean or designee;

B. Equal opportunity to engage in the educational process. A student who alleges he or she has been subject to unlawful discrimination may file a grievance with Human Resources;

C. Challenge any prerequisite using established procedures through appropriate channels on one or more of the following grounds:

1) The prerequisite is not valid because it is not necessary for success in the course for which it is required;

2) The student has the knowledge or ability to succeed in the course despite not meeting the prerequisite;

3) The prerequisite is discriminatory or is being applied in a discriminatory manner;

4) The prerequisite or co-requisite course is not reasonably available; A prerequisite challenge must be filed on the appropriate form with the Office of Admissions and Records.
DISTRICT RESPONSIBILITIES

The responsibilities of the District under this agreement shall include:

1. The processing of applications for admission in a timely manner;
2. Providing timely orientation;
3. Providing assessment for all non-exempt students;
4. Providing counseling, advising, and other education planning services for non-exempt students;
5. Providing assistance to all non-exempt students in development of a student education plan which identifies education goal, course of study, and the courses, services, and programs to be used to achieve them;
6. Providing follow-up services to evaluate the academic progress of, and provide support services to at-risk students;
7. Referring students to:
   a. Support services which may be available, including but not limited to, counseling/advising, financial aid, health and mental health services, campus employment placement services, Extended Opportunity Program & Services (EOPS), and Disabled Student Programs and Services (DSPS), tutorial services, foster youth support services, veterans support services, and community colleges and file a complaint when he or she believes the District has engaged in any practice prohibited by these regulations. These regulations are available and complaints may be filed in the Office of the Vice President of Student Services.

FULFILLMENT OF REQUIRED STUDENT SUCCESS AND SUPPORT SERVICES

Students who complete the required orientation, assessment, and education planning services will be identified as fully-matriculated.

1. Orientation

Students may fulfill this requirement through COUN 270, Online Orientation, and/or in-person group orientation, as well as orientation services provided by other District programs that meet SSSP regulations.

2. Assessment

Students may fulfill this requirement in a subject area (Mathematics, English, or ESL) through one or more of the following:

a. Completing an equivalent course at a post-secondary accredited institution in that subject area (the course will determine placement).

b. Earning a qualifying AP score or IB exam score in the subject area (students should contact Office of Admissions and Records for details).

c. Taking the SRJC placement tests within three (3) years prior to initial registration.

d. Taking valid, approved placement tests at other two-year California community colleges within three (3) years prior to initial registration.

e. Having valid Early Assessment Program (EAP) results that satisfy placement conditions determined by the District.

3. Education Planning

Students may fulfill this requirement by meeting with a counselor to develop either an abbreviated education plan (one or two terms in length) or a comprehensive education plan (at least two terms in length and reflecting the number of terms required to achieve the student’s declared course of study).

Students may also fulfill this requirement through other programs, such as DSPS, EOPS/CARE, CALWORKS, or other District programs that provide the education planning services.

Students should work with counselors to update their education plans if their goals and courses of study change.

EXEMPTION CRITERIA

Certain students may be exempted from the SSSP requirements if they meet the exemption criteria described in this procedure. Students may elect to participate in these services to become fully-matriculated regardless of their exemption status. Students who are exempt and who elect not to participate in the SSSP services will not obtain registration priority. The following categories of students may be exempt from the SSSP service requirements:

1. Students who have earned an Associate or higher degree.
2. Students who are enrolled in the District for the purpose of personal interest or completion of credits for high school diploma or GED.
3. High school students who are concurrently enrolled in the District.

Policy B.6 and Procedure B.6P, Revised March 2014

Taxpayer Relief Act of 1997
( Education Tax Credit)

In accordance with the Taxpayer Relief Act of 1997, beginning in 1998, individuals may be able to claim the new tax credit for higher education costs. These are the American Opportunity Credit and the Lifetime Learning Credit.

AMERICAN OPPORTUNITY CREDIT

Applies to students who are enrolled at least half-time in their first four years of study at an eligible educational institution. A maximum of $2,500 per year of qualifying tuition and required related expenses may be claimed as a credit against taxes owed by taxpayers who meet defined income restrictions. The American Opportunity Credit can be claimed for an eligible student or dependent student who meets the following requirements:

1. Is enrolled in the first four years of postsecondary education.
2. Is taking at least one-half of the normal full-time work load (6 units or more) for his or her course of study for at least one academic period (spring, summer, fall) during the calendar year.
3. Is enrolled in a program that leads to a degree, certificate, or other recognized educational credential.
4. Is free of any felony conviction for possessing or distributing a controlled substance.

The credit amount starts phasing out for individuals making more than $80,000 and for joint filers making more than $160,000.

LIFETIME LEARNING CREDIT

Individuals may be able to claim a Lifetime Learning Tax Credit of up to $2,000 for the total qualified tuition and related expenses paid during the tax year for all eligible students or dependent students who are enrolled in eligible educational institutions.

1. The Lifetime Learning Credit is not based on the student’s work load. It is allowed for one or more courses.
2. The Lifetime Learning Credit is not limited to students in the first four years of postsecondary education.
3. There is no limit on the number of years for which the Lifetime Learning Credit can be claimed for each eligible student.
4. The amount you can claim as a Lifetime Credit does not vary (increase) based on the number of eligible students for whom you pay qualified expenses.

For a more detailed Q & A on Tax Credits, visit: http://www.irs.gov/publications/p970/index.html

Additional Information:
Internal Revenue Services
To obtain/view copies of Internal Revenue Service publications, including Publication 970 Tax Benefits for Higher Education
IRS Telephone Assistance: (800) 829-1040
IRS Local Taxpayer Assistance Center: (707) 523-0924

**Title IX: Sexual Assault Prevention & Response**

Your safety is our primary concern. The Sonoma County Junior College District is committed to creating and maintaining a community where all individuals who participate in District programs, services and activities can work and learn together in an atmosphere free of violence, harassment,exploitation, or intimidation. The District will respond promptly and effectively to reports of such behavior, and will take appropriate action to prevent, correct, address the effects, and when necessary, discipline behavior that violates District Policies on sexual harassment, sexual assault, relationship violence and stalking.

**DEFINITIONS:**

**Sexual assault:** compelling by force, or by threat of force, the following: sexual penetration of the vagina or anus, including by an object; oral sex; or contact with a person’s genital area, groin, anus, inner thigh, buttocks, or breasts for the purpose of sexual gratification of the actor or for the purpose of degrading or humiliating the victim. Any person can be a victim or a perpetrator. Sexual assault includes physical sexual acts perpetrated against a person’s will or where a person is incapacitated, whether voluntarily or involuntarily, by drugs and/or alcohol.

**Intimate Partner Abuse:** includes physical, emotional, economic, sexual, and/or threats of abuse by a current or former partner or spouse.

**Stalking:** any behaviors or activities occurring on more than one occasion that collectively instill fear in the victim and/or threaten her/his safety, mental health and/or physical health. Such behaviors or activities may include, but are not limited to, whether on or off campus, non-consensual communications (face-to-face, social media, electronic, etc.), threatening or obscene gestures, surveillance or being present outside the victim’s classroom or workplace.

**Consent:** is informed, freely and actively given, involves an understandable exchange of affirmative words or actions which indicate a willingness to participate in mutually agreed upon sexual activity.

It is the responsibility of the initiator to obtain clear and affirmative responses at each stage of sexual involvement.

The lack of a negative response is not consent. Consent may not be given by a minor or by any individual who is incapacitated, whether voluntarily or involuntarily, by drugs and/or alcohol.

Past consent of sexual activities does not imply ongoing future consent.

**LEVELS OF CONFIDENTIALITY:**

**Full Confidentiality:** If you are speaking with a professional who is fully confidential, then the information you disclose regarding sexual assault, intimate partner violence, and/or stalking will not be shared with anyone without your written consent.

Examples of Fully-Confidential Resources include: SRJC Student Psychological Services, Verity (Sonoma County Sexual Assault Crisis Center), therapists and in the absence of treating physical injuries, nurse practitioners at Student Health Services.

**Limited Confidentiality:** With the exception of Student Psychological Services, and in some cases, Student Health Services, all college employees have a duty to report information that comes to their attention of a possible sexual assault, intimate partner violence, and/or stalking. The information is reported to the Title IX Officer located in Human Resources. The College will conduct an investigation to ensure campus safety (per legal mandate).

**CAMPUS CONFIDENTIAL RESOURCES:**

**Student Health Services**

**SANTA ROSA CAMPUS**

Race Building, Room 4017

Clinical Services
Mon, Tues & Thurs: 8-5
Wed: 8-7; Fri: 8-3
707-527-4445

Plover Hall, Room 559

Mental Health Counseling Services
Mon, Tues & Thurs: 8-5
Wed: 8-7; Fri: 8-3
707-524-1595

**PETALUMA CAMPUS**

Call Building, Room 610

Clinical and Mental Health Services
Mon. – Thurs. 8-5
707-778-3919

Community Confidential Resources

Verity Crisis Center
24 hour rape crisis line
(707) 545-7273

YMCA Domestic Violence Hot Line
24 hour hot line (707) 546-1234

**YOUR REPORTING OPTIONS:**

**SRJC District Police**

(707)527-1000

To report on campus/near campus, sexual assault, domestic or dating violence, stalking, or threats of any of these acts or allegations of misconduct.

Contact your local law enforcement (police, sheriff) to report off campus sexual assault, domestic or dating violence, stalking, or threats of any of these acts or allegations of misconduct.

Both Local Law Enforcement and SRJC District Police will:

- Help you to obtain medical assistance
- Obtain Emergency Protective Orders if appropriate
- Conduct a criminal investigation
- In the event of an arrest, obtain court order to protect you
- Connect you with support services

**SRJC TITLE IX OFFICE**

To report sexual harassment, sexual assault, domestic or dating violence, stalking, or threat of any of these acts of allegations of misconduct committed by a student, staff, faculty, or other member of the college community, with or without filing a police report and whether on or off campus.

**Title IX Coordinator:**
Karen Furukawa (707)527-4954 kfurukawa-scherleth@santarosa.edu

**Title IX Deputy Coordinators:**
Patie Wegman (707)527-4906 pwegman@santarosa.edu (Santa Rosa)
Matthew Long (707)778-3930 mlong@santarosa.edu (Petaluma)

**THE TITLE IX OFFICE WILL:**

- Inform you of your rights as the affected party
- Inform you of your protection from retaliation
- Assist with referrals to confidential resources
- Investigate allegations involving students and/ or staff
- Inform you of the outcome of the investigation
- Forward findings for student or employee conduct review/discipline
- Provide you with reasonably available options for changing academic schedules, campus escort, and referral to academic supports, as well as honoring lawful protective or temporary restraining orders.

**ENFORCEMENT INFORMATION**

Allegations of gender discrimination or sexual misconduct may be filed with the District’s Title IX Coordinator. The Office of the Title IX Coordinator is located at 1988 Armory Drive, Santa Rosa, CA 95401 and can be contacted by telephone at (707) 527-4954. The mailing address is 1501 Mendocino Avenue, Santa Rosa, CA 95401.
Student allegations of gender discrimination may also be filed with the U.S. Department of Education, Office for Civil Rights (OCR) 50 Beale Street, Suite 7200, San Francisco, CA  94105, (415)486-5555, (www2.ed.gov/ocr) or with the Chancellor of the California Community Colleges at www.cccco.edu or Chancellor’s Office, California Community Colleges, 1102 Q Street, Suite 4554, Sacramento, CA  95811-6549, Attention: Legal Affairs Division. Full versions of Policy and Procedure 2.15/P, Prevention of and Response to Sexual Assault, Sexual Harassment, Domestic Violence, Dating Violence and Stalking can be viewed at: http://www.santarosa.edu/polman/2govern/2.15.pdf and http://www.santarosa.edu/polman/2govern/2.15P.pdf

Transcripts

OUTGOING

Upon request to the Admissions, Records & Enrollment Development Office, the first two official transcripts ever requested will be issued without charge for each student. Thereafter, each official transcript will cost $5.00 each. An additional fee of $5.00 will also be charged for PICK-UP requests. No transcripts will be issued for any student who has an outstanding financial obligation to the College. Transcripts are normally sent out in 5-7 business days. Unofficial transcripts may be obtained via the my Cubby Student Portal (www.santarosa.edu/portal) or in person with a photo ID at no charge. To request your official SRJC transcript go to www.getmytranscript.com.

INCOMING

Official transcripts of all previous schooling should be sent directly to the Admissions and Records Office for evaluation. In-person submittals of official transcripts will only be accepted if delivered in a sealed envelope from the issuing institution. Transcripts will be evaluated after the student submits the Transfer Credit Evaluation Form available online. All transcripts become part of each student’s permanent SRJC record and will not be released to other institutions or third parties.

Verifications

Santa Rosa Junior College has partnered with the National Student Clearinghouse to provide Degree and Enrollment Verification of past and present Santa Rosa Junior College students. Enrollment Verifications are free of charge for students and may be obtained immediately online in the student portal (www.santarosa.edu/portal). If past or present students and/or third parties require degree status and/or enrollment history they may visit the National Student Clearinghouse website directly to obtain this information quickly and securely. http://www.studentclearinghouse.org/

Wait Lists

Class wait list are intended to facilitate the priority registration process by allowing students the ability to be added to the wait lists once a class has closed if/when additional spaces open due to other student drops. No students on the wait list shall be dropped until the class size maximum is reached. Students who have registered on a wait list have priority over students who have been given an add code by the instructor. All faculty within a department are required to adhere to these wait list regulations. Any individual class exceptions must have prior approval from the Vice President of Academic Affairs.

1. Each department, in consultation with the supervising administrator, will set a wait list size beyond the maximum class size for each course and submit the wait list limit to the Scheduling Office.

2. During priority registration and prior to the official start of the class, these wait list slots will be available to students via computer enrollment and maintained in chronological order.

3. Students enrolled on the computerized wait list are expected to pay all appropriate enrollment fees at the time of registration. If final enrollment is not secured, students can apply enrollment and course fees to another class or receive an automatic refund.

4. Students enrolled on a wait list cannot enroll in classes whose schedule conflicts with the wait list class, nor can students enroll in any other section of the same course for which they already have wait list status.

5. Students will automatically advance on the wait list in chronological order, and enrollment may be secured by the time classes begin.

6. In order to maintain eligibility for enrollment, wait listed students must attend the first class meeting or log on by 11:59 pm Pacific Time of the first day of the class for classes that meet online.

7. Instructors shall inform wait listed students if seats will become available to secure enrollment at the first class meeting or by 11:59 pm Pacific Time of the first day of the class for classes that meet online.

8. If the instructor determines that some or all of the wait listed students cannot be accepted, the instructor must drop those students as soon as possible following the close of the first class meeting, or after 11:59pm Pacific Time of the first day of the class for classes that meet online. Any wait listed students not dropped will automatically be accepted into the class, without needing add codes.

9. Instructors must not distribute add codes to other students until after all wait listed students have been accepted. Students who have registered on a wait list have priority over students who have been given an add code by the instructor.

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COLLEGE COMMUNITY

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Disclaimer
The Sonoma County Junior College District has made every reasonable effort to ensure the accuracy of the information provided in this Catalog at the time it was published. However, the provisions of this Catalog are not to be regarded as an irrevocable contract between the student and the College. The College reserves the right to change any provision or requirement at any time, taking precautions that such changes do not cause a hardship on students enrolled. Students are advised that the District Policy Manual www.santarosa.edu/polman is the official document which contains the most up-to-date SRJC policies and procedures and governs student academic rights and responsibilities. Students should consult the current Schedule of Classes or the college website www.santarosa.edu for supplementary information.
**Intercollegiate Athletics**

The Kinesiology, Athletics and Dance Department offers student-athlete participation on 20 intercollegiate athletic teams, serving approximately 500 student-athletes each year. The College belongs to the Northern California Football Association in Football, the Coast Conference for wrestling and the Big 8 Conference for all other sports. Santa Rosa Junior College offers the following sports. (See following box)

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<td>Golf</td>
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<td>Soccer</td>
<td>Tennis</td>
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<td>Swimming/Diving</td>
<td>Track/Field</td>
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<tr>
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<td>Water Polo</td>
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<tr>
<td>Water Polo</td>
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</table>

SRJC abides by the rules and regulations as set forth in the California Community College Athletic Association’s (CCCAA) Constitution and Sport Guides, the Big 8 Conference Constitution and Sport Supplements, and the Northern California Football Association Constitution and Supplement. The Athletics Director and the Director of Admissions and Records determine all athletic eligibility. The Athletics Director and the Vice President of Academic Affairs monitor the integrity of the intercollegiate athletic program regarding rules, compliance, eligibility, and competitiveness. The athletic academic counseling staff consists of several identified counselors who understand the special needs of student athletes for eligibility and transfer. Periodic reports on attendance and class progress are requested from each student athlete’s instructors. These reports are reviewed by the respective coaches, the athletic director, and, when indicated, the athletic counselors.

Any prospective student living outside of the State of California desiring information regarding athletic participation at Santa Rosa Junior College is required to make first contact with the Kinesiology, Athletics and Dance Department. First Contact may be established via the Athletics web page at [http://srjcathletics.com/prospective_athletes/first_contact_form](http://srjcathletics.com/prospective_athletes/first_contact_form)

Office hours for the department are Monday through Friday from 8:00 AM until 5:00 PM. The office phone number is (707) 527-4237. The office fax number is (707) 524-1752. The department web page can be found at [http://srjcathletics.com](http://srjcathletics.com)

**Bookstores**

The college Bookstores operate on both the Santa Rosa and Petaluma campuses. The Bookstore offers new, used, rental, and ebook textbooks, as well as reference and general reading titles. In addition to texts, the stores carry a wide selection of school and office supplies. The Bookstore’s Art and Engineering sections carry a comprehensive line of products at competitive prices. The Bookstores also carry sundries, snacks, gifts, clothing, a wide selection of calculators, software at discounted educational pricing, among other items.

In all areas of the Bookstores, from the textbook to customer service departments, there is a commitment to provide quality and convenience. Students may also purchase or rent their textbooks and selected merchandise online on the Bookstore Web site at [http://srjcathletics.com/bookstore](http://srjcathletics.com/bookstore) for home delivery or in-store pickup.

Both Bookstores also maintain a vending machines where items such as scantrons, blue books, pencils, and other necessities can be purchased after regular Bookstore hours. The vending machines are located in Doyle Library (Santa Rosa Campus) and in the Atrium of the Cafe (Petaluma Campus).

During the school year the normal refund policy of two business days applies to general merchandise except electronics, software, course readers, study aids or sale items; which are nonreturnable.

**TEXTBOOK BUYBACKS**

To provide the largest number of used texts possible, the Bookstores buy back textbooks year-round. More money will be given if the book is used the following semester.

**BOOKSTORE REFUND POLICY**

At the beginning of every semester (fall and spring) a student will have one week from the first day of classes to return any textbook purchased that semester for a full refund, provided they have the current semester receipt and the book is in the same condition as when purchased. The closing date for full refunds is posted in both stores, on the Bookstore website, and on receipts every semester.

**LOCATION AND HOURS OF OPERATION**

The Bookstore is located in Pioneer Hall on the Santa Rosa Campus and across from Mahoney Library on the Petaluma Campus. The Bookstore’s Web page has maps at [http://srjcathletics.com/bookstore](http://srjcathletics.com/bookstore).

Santa Rosa Campus normal operating hours: Monday–Thursday, 8:00 am –5:30 pm; Friday, 8:00 am–4:00 pm.

Petaluma Campus normal operating hours: Monday–Thursday, 9:00 am–5:30 pm; Friday, 9:00 am–4:00 pm.

**CONTACT US**

Santa Rosa Campus Bookstore: Phone (707) 527-4321, Fax 524-1827; 1501 Mendocino Avenue, Santa Rosa, CA 95401

Petaluma Campus Bookstore: Phone (707) 778-3902, Fax 778-3992; 680 Sonoma Mountain Parkway, Petaluma, CA 94954

E-mail: bookstore@santarosa.edu

**CalWORKs**

The CalWORKs Program at SRJC serves students who are referred from the Sonoma County Human Services Department, Employment and Training Division, SonomaWORKS Program. Eligible students receive TANF (Temporary Assistance to Needy Families, or welfare) assistance. Students receive specialized counseling services provided by SRJC CalWORKs counselors, as well as support with books and supplies while attending college. In addition, funds are available to cover the costs of child care and transportation while students are attending classes and working. The program also serves Marin, and other, county CalWORKs students attending SRJC.

CalWORKs students are eligible for CalWORKs Study, a program that provides paid on-the-job training opportunities at both on- and off-campus job sites. In addition, an employment program provides assistance with job development and placement for CalWORKs students who are completing their educational programs at the College. These employment services assist students in building career ladders toward family self-sufficiency. Students who are receiving welfare or considering applying can contact the CalWORKs office for additional information.

For information about CalWORKs services or welfare regulations and how they impact students, contact the staff at (707) 527-4766 or visit the Web site at [http://calworks.santarosa.edu/](http://calworks.santarosa.edu/).

CalWORKs is located on the third floor of the Bertolini Student Center. Visit Monday, Tuesday, Thursday and Friday, 9:00 am–3:00 pm; Wednesday, 9:00 am–6:00 pm; closed on Fridays in June and July.

**Campus Tours**

The Student Affairs Office offers free campus tours throughout the year, except on college holidays. Tours are provided Monday–Friday between 8:30 AM and 3:30 PM. During the Summer Session (June through mid-August) tours are only available Mondays through Thursdays.

Reservations are required for all tours and should be made at least one week in advance, but preferably sooner.

To make a reservation, contact the Tour Coordinator by calling (707) 527-4424. Be sure to include your phone number, how many people you will bring, and the date and time you would like to have the tour.
Career Development Services

Career planning is an integral part of the education process. Career Development Services offers resources and services to assist students with choosing a major, making career decisions and developing an educational plan to meet career goals. These services are available to enrolled students and alumni.

In Career Development Services students can:
- Browse through a library of career resources
- Use Career software
- Pick up handouts relating to career and job search
- Use the computer lab for job search and career exploration activities
- Attend career development workshops
- Meet with a Career Counselor to:
  - Get help choosing a major
  - Develop an educational plan to meet career goals
  - Career assessment testing
- Meet with a Career Advisor to:
  - Assistance with making career decisions
  - Career exploration activities
  - Learn about job openings
  - Research occupational and labor market information
- Plan a job search strategy
- Design a targeted resume
- Practice for an interview

Each spring the department hosts a Career Expo on the Santa Rosa Campus. Check out our informative Web site with many valuable links at http://careeredev.santarosa.edu

Career Development Services is located in the Bertolini Student Center. Hours are Monday-Thursday, 8:00 am-5:00 pm and Friday 8:00 am-12:00 pm. (Campus Closed on Fridays during June and July)

For information and a counseling or advising appointment, phone 527-4941.

Community Education

The Community Education Department offers enrichment classes to the community designed for personal interest, business, professional development and lifelong learning. These not-for-credit, fee-supported courses include a wide range of topics in creative arts, computer, culture, food and beverage, languages, music, online, recreation, wellness, travel, and more. Two safety programs are also offered, Alive at 25 and Traffic Violator School.

In addition, Community Education coordinates two college programs that contribute to the cultural life of the community, the free Arts & Lectures series, and the Chamber Concert series.

The Community Education Bulletin is published in fall, spring, and summer sessions. The office is open August-May, Monday-Friday 9:00 am-12:30 pm and 1:30-5:00 pm; summer hours (June and July) are Monday-Thursday 9:00 am-12:30 pm and 1:30-5:00 pm; except closed on school holidays and campus closures.

For more information:
Location: Santa Rosa Campus, Analy Village, Bldg C
Phone: (707) 527-4372
Email: communityed@santarosa.edu
Visit: http://communityed.santarosa.edu

Community Involvement

Community Involvement courses enable students to serve their community, pursue their educational experience beyond the College, and further their academic goals on a voluntary basis. For example, participants might volunteer for programs in schools, health-care facilities, community organizations for youth, wildlife services, and environmental projects.

Students wanting to register for Community Involvement must first meet with the Community Involvement instructor in the Work Experience Office. After selecting a nonprofit agency to work with, the student develops goals or objectives with the agency supervisor. At the end of the semester, the student writes a report that reflects upon the volunteer experience.

The Santa Rosa Campus Work Experience Office is located at 4842 Bertolini Student Center. Hours are Monday – Thursday, 8:00 am – 5:00 pm, Friday 8:00 am – 12:00 pm. Call 527-4329.

The Petaluma Campus Work Experience Office is located in Kathleen Doyle Hall, Room PC 214 and is open most Mondays 9:00 am – 4:00 pm and by appointment. Call (707) 778-3920 or visit http://workexperience.santarosa.edu/

Counseling Services

The mission of the Counseling Department at Santa Rosa Junior College is to provide counseling, instruction, and services that assist individuals in attaining their educational, career training, and personal/life goals. The Counseling Department promotes and supports diversity of culture and learning, and, as an integral part of the educational community, seeks to enhance the lives of those who participate through its programs and enroll in our courses.

Counselors are available on a drop-in basis. We will develop long-term academic plans, determine progress toward or eligibility for transfer and/or graduation, deal with probation or dismissal issues, assist in completing a financial aid or other petitions, etc.

Drop-in is first come, first served with the counselor available at that time. Students can request specific counselors.

Due to the large number of students, there are certain times of the academic year when counseling is impacted usually in May, June, July, August, December, and January. Waiting time may be one to two hours.

To avoid the lengthy wait and rushed atmosphere, students should plan ahead and earn Early Bird Priority 1A Registration. To plan for the fall semester, see a counselor during spring before the end of April. To plan for the spring semester, see a counselor before the end of October.

ACADEMIC COUNSELING

Counselors help students clarify their goals and provide accurate and timely information about Career Technical Education programs and transfer and degree requirements. New students are strongly encouraged to meet with a counselor to create a MAP, My Academic Plan. Continuing students should continue to meet with a counselor at regular intervals to evaluate and adjust their MAP. While creating a MAP, students and counselors will consider educational options together, review requirements, and select appropriate courses and/or options.

Children’s Center

Santa Rosa Junior College Children’s Center operates a developmentally appropriate program for the children of students, staff, and faculty. The center also serves as a model demonstration program/lab school for students studying Child Development and as an on-campus teacher training site. The program is funded by the State Department of Education, the Sonoma County Junior College District, EOPS, and parent fees. Subsidized child care is available to eligible families.

The guidelines for subsidized care are established by the State Department of Education. Fees for these subsidized spots, when applicable, are based on a sliding scale. Nonsubsidized openings are based on a fee scale.

Located in the Call Child Development Center facility on the Santa Rosa Campus, the center serves approximately 100 children ages six months to five years. The program follows the school calendar and is open from 8:30 AM until 4:30 PM, Monday–Thursday, and 8:30 AM–3:00 PM on Fridays during the fall and spring semesters. The center operates with the school calendar and is closed during the summer.

The program features environments that are child centered, allowing children freedom and independence to choose their play materials. Young children learn through play and exploration. We provide a nurturing and safe environment while respecting diverse family backgrounds and accommodating many different learning styles. Additionally, the center has been designated as a demonstration site for the Program for Infant Toddler Caregivers.

For more information call (707) 527-4224 or visit http://childdev.santarosa.edu.
CAREER COUNSELING
Counselors assist students in the career planning process. This may include exploring interests, values, and goals; researching and reviewing career options; planning appropriate courses to achieve goals; and referring to services, resources, and career development courses.

PERSONAL COUNSELING
Counselors assist students in exploring personal concerns and life circumstances that may be affecting academic performance. Counselors will refer students to Student Psychological Services in Student Health Services for ongoing personal counseling or to intervene in crisis situations.

Santa Rosa Campus: Bertolini Student Center, (707) 527-4451. Petaluma Campus: Kathleen Doyle Hall, Room PC 116, (707) 778-3914. For further information, visit http://counseling.santarosa.edu/

ACCESS TECHNOLOGY CENTER
The Access Technology Center (ATC) provides referral based assessment and instruction in the use of access technology and alternate media for students with physical, sensory, learning and cognitive disabilities at both the Santa Rosa and Petaluma campuses. The ATC also provides computer access utilizing adapted hardware and software for students with disabilities in SRJC district computer labs and public access locations. For more information, contact (707) 527-4890.

ADAPTED PHYSICAL EDUCATION
The Adapted P.E. Program offers a variety of exercise classes (swimming, water exercise, weight training, and functional movement) for students with physical limitations. Instructors help students develop personalized exercise programs. If one-to-one assistance is needed to participate in class (including getting on and off machines, dressing for swimming, restroom assistance, etc.) it is the student’s responsibility to provide an attendant for this. For more information, call (707) 527-4470.

COLLEGE TO CAREER PROGRAM
The College to Career (C2C) program is designed to help students with intellectual disabilities and/or autism obtain employment in the community and in the career area of their choice. C2C is a three-year program culminating in competitive paid employment in Sonoma County for participating students. Serving three cohorts of 20 students annually, C2C is designed to meet the unique needs of students who are challenged with intellectual disabilities and/or autism in postsecondary education and the workforce. C2C is a cooperative program with the California Department of Rehabilitation. As enrollment is limited, admission is competitive. Students who seek admission to C2C are required to submit an application and attend an interview with our C2C Coordinator. Applications and information about the selection process are available on our website.

SUPPORT FOR VETERANS
Returning veterans who experience hearing loss, acquired brain injury, post-traumatic stress, physical disability, or are experiencing difficulty due to other disability are encouraged to utilize the support services of the Disability Resources Department. A Disability Specialist/Counselors is available in the Veteran’s Affairs Office for confidential consultation.

TRANSITION TO COLLEGE PROGRAM
Transition to College (TC) is an outreach effort through the Disability Resources Department designed for graduating high school seniors with verified disabilities who plan to attend SRJC. Qualified students will learn about services from DRD; complete the SRJC application and orientation, take math and English placement exams with accommodations, create an education plan and are eligible for priority registration. See our website for additional details.

Day Under the Oaks
One of SRJC’s most popular traditions, Day Under the Oaks (DUO) is the College’s annual open house and community education fair. For over 30 years, this free and festive event has been held on the Santa Rosa Campus for all Sonoma County residents, offering over 125 diverse booths and activities that provide a world of fun and discovery. With something of interest for all ages, DUO features hands-on learning activities, exhibits, and spectacular presentations, including the Native American celebration, live jazz, dance performances, and Planetarium shows. There’s delicious food, sports exhibitions, and crafts booths featuring local artists, and much, much more! Some of the most popular DUO activities are SRJC’s academic and career technical demonstrations that reflect SRJC’s broad educational options to students, such as cutting-edge technology, culinary arts, physics, and engineering. DUO welcomes nearly 10,000 attendees each year to this informative event in a most beautiful setting. Contact (707) 527-4573 or visit www.santarosa.edu/duo.

Dental Hygiene Clinic
SRJC’s Dental Hygiene Clinic is located on the first floor of the Race Building. The clinic is open to students and the community for dental hygiene services, including cleanings, root planning, fluoride treatment, x-rays, and sealants. For further information and appointments, call (707) 522-2844.

Disability Resources Department
The Disability Resources Department (DRD) facilitates equal access for qualified students to community college education through services, academic accommodations and educational assistance courses in accordance with state and federal law. Students with verified disabilities are encouraged to request services through this department. DRD serves students with a variety of disabilities, including, but not limited to: physical, sensory, learning, mental health, intellectual, chronic health and temporary disabilities. Services include specialized academic advising focusing on individual abilities and limitations, disability management, and access technology. Qualified students may be authorized to receive academic accommodations including extra time for exams, mobility assistants, sign language interpreters or note takers. Limited learning disability evaluations may be available to students who are enrolled in a program of study at Santa Rosa Junior College. See schedule of classes for DRD course offerings.

Santa Rosa Campus: Bertolini Student Center, 3rd floor (707) 527-4278.

Petaluma Campus: Jacobs Hall 101 (707) 778-2491.

Hours: Monday – Thursday 8:00am-5:00pm and Friday 8:00am-12:00pm.
For more information visit DRD.santarosa.edu.

Distance Education and Online Learning at SRJC
Santa Rosa Junior College offers a wide variety of online courses as well as online certificates and degrees (de.santarosa.edu/online-degrees-certificates). Online courses provide an alternative to traditional instruction and allow students to access learning at any time anywhere with computers or mobile devices that have access to the Internet. All courses are taught by SRJC faculty, and all units, certificates, and degrees are awarded by SRJC. Online learning courses have the same rigor and quality as other classes at the College, but the methods of instruction are customized to the online environment. Distance Education at Santa Rosa Junior College (de.santarosa.edu) hosts online, hybrid (51-99% online) and blended (1-50% online) courses. All online and hybrid classes at SRJC include regular and effective contact between instructor and students as well as rigorous student authentication systems. The Distance Education Department assists faculty with the creation and maintenance of online classes and Web-based instructional materials. Additionally, the department provides tools and resources to support students who participate in online and hybrid classes. The vision for Distance Education supports the overall mission of SRJC with a strong commitment to student learning and success through:
• High quality, student-centered, interactive learning experiences in online, hybrid, or blended courses.
• Collaborative and interdisciplinary approaches to learning that help students develop meaningful and relevant connections in their lives.
• Pedagogy which encourages critical and independent thinking and is responsive to a spectrum of learning styles.
• Flexibility in the scheduling of course offerings to meet student needs.
• Up-to-date delivery formats which equip students to be successful in an ever-changing technological environment.

For more information about Distance Education and Online Learning, please visit de.santarosa.edu

District Police

The District Police Department operates 24 hours a day, 365 days a year, and is a fully certified police department in the state of California. The department prides itself in its community-oriented approach to policing and law enforcement. It is responsible for serving and protecting all persons and property on or about the campuses and property of the Sonoma County Junior College District. In addition to investigating crimes and enforcing laws, the department also provides crime prevention and personal safety programs throughout the District. The main police department is located at 2032 Armory Drive, Pedroncelli Center on the Santa Rosa Campus. The department maintains a small substation on the Petaluma Campus in Carole L. Ellis Auditorium, Room PC 305.

For further information about services and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, see the Police Department Web site at http://police.santarosa.edu/ or call Police Dispatch at (707) 527-1000.

Dream Center

The Dream Center is a “one-stop shop” in a safe, caring place for undocumented students new and continuing at Santa Rosa Junior College. Students will receive personalized support as they begin their college journey.

Dream Center staff are here to create a welcoming experience while students navigate matters related to AB540 admissions, DACA, the California Dream Act, EOPS (Extended Opportunities Programs & Services), the BOG (Board of Governors) Fee Waiver, referrals to Assessment & Counseling, and the essentials of full matriculation at SRJC.

For more information about the Dream Center, please visit: http://dream.santarosa.edu or call 707-521-7947.

Extended Opportunity Program and Services (EOPS)

The EOPS Program assists low income and educationally disadvantaged full-time students to achieve their academic goals at Santa Rosa Junior College through a variety of support functions that include outreach, bilingual assistance in Spanish, early registration, counseling, advocacy, transition services, book vouchers, and campus child care fees. The EOPS Program attempts to create an environment that is responsive to the needs of students and supportive of cultural diversity throughout the college community.

CARE (COOPERATIVE AGENCIES RESOURCES FOR EDUCATION)

The CARE program offers financial assistance (grants, meal vouchers, vehicle maintenance) for single parents in EOPS who also meet the following eligibility criteria:
• Be currently receiving TANF, Sonoma Works, or CalWORKS cash award for your household
• Be receiving EOPS Services
• Be a single head of household
• Be 18 years or older
• Have a child 13 years old or younger.

CAFYES (COOPERATING AGENCIES FOR FOSTER YOUTH EDUCATIONAL SUPPORT)

The CAFYES program offers financial assistance in the form of housing/rent grants, meal vouchers, gas cards, bus passes, additional support for books and supplies, plus follow-up counseling support and referrals. To be eligible for CAFYES, students need to:
• Be receiving EOPS Services
• Be considered a dependent in foster care on or after their 16th birthday
• No older than 25 years of age at the beginning of the academic year
• Be enrolled in at least 9 units; DRD students may qualify for under 9 units.

For more information, call (707) 527-4383 or visit eops.santarosa.edu

Financial Aid

Financial aid may be available for expenses that are directly related to attending college when these costs are more than students or their families can afford. The eligibility for most financial aid is based on financial need, which is determined by the Financial Aid Office from information submitted by the student and/or family on the Free Application for Federal Student Aid (FAFSA). Students are urged to complete applications by March 2 prior to each academic year, although FAFSAs are accepted and most aid is available until the following spring. Applicants must also show satisfactory academic progress and be enrolled toward transfer, a certificate, or a degree objective. Certificate programs must be 16 or more units in length to be eligible for financial aid.

General information about grants and loans is available in the Financial Aid Office. Various dollar amounts shown and regulations regarding financial aid are subject to change without notice due to governmental, state, and local requirement changes. Financial aid brochures are also available for more details.

FINANCIAL AID ELIGIBILITY

Not all SRJC certificate programs are eligible for purposes of federal financial aid payments. To be considered eligible, a program must be a minimum of 15 weeks and 16 units in length, must have secured Chancellor’s Office approval prior to the term of aid being paid, and must be included on SRJC’s Federal Aid Participation Agreement.

BOG ENROLLMENT FEE WAIVERS

TANF, CalWORKS, SSI, or GA recipients, dependents of deceased/disabled veterans, and low income students may be eligible for a fee waiver. They must file a BOG enrollment fee waiver application to qualify. These are available at the Financial Aid Office.

Students who are residents of California complete a FAFSA and who have at least $1104 of need automatically have a BOG enrollment fee waiver awarded to them.

Students who have an AB540 waiver on file with the Admissions and Records Office can now receive a BOG fee waiver. Out-of-state and exempt students can file a FAFSA; foreign and exempt students can file a California Dream Application: www.santarosa.edu/dreamact.

BOG FEE WAIVER CHANGES EFFECTIVE FALL 2016

Minimum requirements for maximum success.

Whether you want to move into a career or move on to a four-year university, California community colleges want to help you achieve your educational goals. The Board of Governors (BOG) Fee Waiver, available to eligible students, will waive your per unit enrollment fee at any California community college throughout the state. Once you’ve qualified for the BOG Fee Waiver, it’s important to ensure that you’re meeting the academic and progress standards in order to avoid losing it.

Academic - Sustain a GPA of 2.0 or higher

If your cumulative GPA falls below 2.0 for two consecutive primary terms (fall/spring semesters, or fall/winter/spring quarters), you may lose your fee waiver eligibility.

Progress - Complete more than 50 percent of your coursework

If the cumulative number of units you complete is not more than 50 percent in two consecutive primary terms (fall/spring semesters, or fall/winter/spring quarters), you may lose your fee waiver eligibility.

Combination of Academic and Progress Standards

Any combination of two consecutive terms of cumulative GPA below 2.0, and/or cumulative unit completion of not more than 50 percent may result in loss of fee waiver eligibility.

How will I know?

You’ll be notified within 30 days of the end of each term if you are being placed on either academic (GPA) and/or progress (course completion) probation. Your notification will include the information that a second term of probation will result in loss of
fee waiver eligibility. After the second consecutive term of probation, you may lose eligibility for the fee waiver at your next registration opportunity.

How to regain eligibility.

If you lose eligibility for the BOG Fee Waiver, there are a few ways that you can have it reinstated:

- Improve your GPA or course completion measures to meet the academic and progress standards
- Successful appeal regarding extenuating circumstances
- Successful appeal based on significant academic improvement
- Not attending your school district for two consecutive primary terms (fall/spring semesters, or fall/winter/spring quarters) The appeals process for extenuating circumstances includes:
  - Verified accidents, illness or other circumstances beyond your control
  - Changes in economic situation
  - Evidence of inability to obtain essential support services
  - Special consideration factors for CalWORKs, EOPS, DSPS and student veterans
  - Disability accommodations not received in a timely manner

If you have questions or need assistance, please contact the financial aid office or registrar at your college.

Please note that foster youth and former foster youth (age 24 years and younger) are not subject to loss of the BOG Fee Waiver under these regulations. For more information about the Board of Governors (BOG) Fee waiver including how to apply, visit: http://www.ican affordcollege.com/

FEDERAL PELL GRANTS

Grants are gift aid and do not have to be paid back. Pell Grants are federal grants to assist low and middle income students who are enrolling in any number of units. The maximum Pell Grant is $5,815 per year for a full-time student.

FSEOG

Federal Supplemental Educational Opportunity Grants are another form of federal grant for the exceptionally financially needy and are given to the lowest income students. FSEOG grants vary from $500 to $750 each year.

EOP & S

Extended Opportunity Program and Service Book Vouchers are for full-time students who are educationally disadvantaged and eligible for BOG enrollment fee waiver A or B. Other services include priority registration, book awards, and counseling. Visit http://eops.santarosa.edu/

CAL GRANTS

These are state grants that are awarded by the California Student Aid Commission in Sacramento and paid through the College. They are based on need, GPA and program of study. The deadline to apply is March 2 prior to the year of enrollment.

CAL GRANT A

Pays tuition at universities from $1,648 to $9,708. SRJC students can apply for Cal Grant A and keep it on reserve until they transfer.

CAL GRANT B

Pays up to $1,648 at SRJC. The grants can continue for a total of five years, including when a student transfers to a four-year school. Applicants must be low income. There are also awards for students who are transferring from a community college to a university.

CAL GRANT C

Assists Career Technical Education students from low and middle income families. The maximum grant at SRJC is $547 for training supplies.

CHAFEE GRANT

Up to $5,000 per year is available for former foster youth who are California residents. They must have remaining financial need and meet certain age and Independent Living Program (ILP) requirements.

LOANS

Loan repayment begins when the student is no longer enrolled at least half-time (6+ units).

FEDERAL DIRECT LOANS

The funds for Federal Direct Loans come from the federal government. Students must be enrolled at least half time, and must apply using the FAFSA and the SRJC Loan Request Form. The interest rate is fixed at 6.8 percent. Interest is paid while the borrower is enrolled at least half time for a subsidized loan. With a non-subsidized loan, interest accrues during the in-school period.

SHORT-TERM LOANS

A limited number of small short-term loans are available for unforeseen emergencies. For current availability, check with the Financial Aid Office.

SCHOLARSHIPS

For information about scholarships, see Section 5. Related information can also be found in this Catalog under “Scholarships,” “Tuition,” “Employment,” and “Extended Opportunity Program and Services.”

More information about the financial aid programs and policies can be found in the Financial Aid Brochure at the Financial Aid Office, Plover Hall, Santa Rosa Campus. Hours: 8:00 AM – 5:00 PM, Monday, Tuesday, Thursday, Wednesday 8:00 AM – 7:00 PM and Friday, 8:00 AM – 5:00 PM. Call (707) 527-4471 or visit financialaid.santarosa.edu

Financial Aid Services are also available at the Petaluma Campus, (707) 778-2461. Hours are Monday, Tuesday, and Thursday, 8:00 AM – 5:00 PM, Wednesday, 8:00 AM – 7:00 PM.
Collection of Pomo basketry is always featured. The Museum offers self-guided tours to community and educational groups. Traditional dances and informative lectures are sponsored during the school year.

The museum is an integral part of the Native American Studies and Anthropology curricula of the Behavioral Sciences Department. The museum staff works closely with the local Native American community.

Housed in Bussman Hall north of the Administration Building, the museum is open Monday–Friday, 8:30 AM–3:30 PM. For tours and information, call (707) 527-4479. The museum is closed on weekends, all school holidays, and during summer break. Visit www.santarosa.edu/museum.

Gateway to College Academy (GtC)

Gateway to College Academy (GtC) is a Middle College High School, which is a unique collaborative alternative education program that enables high-potential students to obtain a quality high school education while concurrently receiving college credit and invaluable access to college courses and services.

Gateway to College prepares students for academic success and career readiness by maintaining high academic standards while providing high individual support. Students are placed in small learning communities exclusively with other GtC students and instructors where they receive comprehensive services including job referrals, tutoring, health care, housing and more. These services continue throughout the program to eliminate barriers that often interfere with students persisting towards their goals. SRJC enrollment fees are exempted for high school concurrent enrollment students and all required SRJC textbooks are provided at no cost to GtC students.

Gateway to College admits youth, 16 to 20 years old, who are behind in high school credits or stopped attending high school before graduating. Students attend both high school and college classes Monday through Friday at the SRJC Petaluma campus exclusively, however, students residing in any county in California are able to enroll. The selection of student courses are guided by their personal education plans and lead to the completion of a high school diploma as well as SRJC certificate, associate degree, or university transfer.

Gateway to College Academy is located at the SRJC Petaluma campus in Kathleen Doyle Hall, 2nd floor, room 236. For further information, contact (707) 778-3630, or Gateway@santarosa.edu.

GtC.santarosa.edu

Health Sciences

WILLIAM B. RACE HEALTH SCIENCES BUILDING

The William B. Race Health Sciences Building houses Health Sciences programs and Student Health Services. It provides state-of-the-art instructional facilities for SRJC’s Health Sciences Programs: Medical Assistant, Nurse Assistant, Home Health Aide, Community Health Worker, Vocational Nursing (VN), Radiologic Technology, Associate Degree in Nursing (RN), Dental Assistant, Dental Hygiene, Phlebotomy, and Pharmacy Technician.

The building has a 30-bed nursing skills laboratory with a fully operational digital X-ray unit for training Radiologic Technologists, and will serve as an alternative care site in the event of local disasters. The dental programs’ state-of-the-art clinic is where all SRJC students, faculty and community members are welcome to receive low cost dental X-rays and cleanings. Oral health plays an important role in your general health and wellness. Our students are happy to provide these services. Appointments may be scheduled by calling (707) 527-2844.

This building is truly an asset to both Santa Rosa Junior College and the community. For information about Health Sciences Department, call (707) 527-4272 or visit healthsciences.santarosa.edu.

THE HEALTH LEARNING RESOURCE CENTER

The Health Learning Resource Center serves the health education needs of Santa Rosa Junior College students. The 30-station educational technology center offers individualized (self-paced) instructional programs. Students may study for their state licensing board examinations, prepare for their nursing skills laboratory, or review various body systems. Any of the great variety of media items in various formats is available for registered students and registered college-age community members.

The center is open Monday–Friday. Call HLRC at (707) 527-4207.

HEALTH SCIENCES STUDENTS LEARN AND SHARE EXPERIENCES IN RURAL MEXICO

SRJC’s Health Sciences Department offers a Transcultural Health Care class in Baja California. First-year ADN nursing student Maia Ellison was less than two feet away from observing an open-heart surgery. “The Mexico class was an affirmation of my decision to go into nursing.”

Each year approximately 25 select students participate in a very intensive health, language, and cultural program for two weeks in Ensenada, Mexico. “I definitely feel changed,” said Nicki Hardesty, a student in the ADN Program. “The experience makes me want to help people so much more than before.” Nicki had just spent four days teamed with a Mexican public health nurse doing home visits.

The students, who are in the various Health Sciences programs, provide care to families, children, and the elderly who are living in poverty. They listen to lung sounds, check blood pressure, test for diabetes, determine whether immunizations are updated, and observe various medical procedures, including surgery and deliveries. In addition, Dental Hygiene students clean and seal the teeth of children and adults using portable dental units powered by gasoline generators. The settings include various hospitals in the area, migrant work camps, nursing homes, and orphanages.

It’s very clear to the students prior to registration that this program is not a vacation; however, numerous cultural events, such as concerts, visits to historical sites and shopping, are built into a very structured program. The students understand that they are professional guests in the host country and not tourists. In turn, the students are very much respected by the local health-care community. Students return to SRJC with a less materialistic and more altruistic outlook. Ezek Jon, Program Coordinator, states that “students return with more passion for their chosen profession and they really want to continue making a major difference in other people’s lives.”

DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM

Courses in Diagnostic Medical Sonography (DMS) are held at SRJC through a partnership with Foothill College. DMS, or ultrasound technology, uses technical equipment with high frequency sound waves to view the human body and assist physicians in diagnostic evaluation. Upon completion of the 18-month didactic, laboratory, and clinical training, a Certificate of Achievement and/or Associate in Science (A.S.) Degree from Foothill College is awarded along with eligibility to take the American Registry of Diagnostic Medical Sonography registry exams for national certification.

The didactic courses are teleconferenced to SRJC from Foothill College. Laboratory training takes place at Foothill College and clinical experience is scheduled at local medical facilities.

Contact Foothill College Biological and Health Sciences Division at www.foothill.edu, (650) 949-7249.

High School Career Pathways to SRJC

In partnership with local high schools, SRJC helps connect high school Career Pathways to college Career and Technical Education (CTE) programs to give students a head start on college and careers. Career Pathways are coherent sequences of high school Career & Technical Education (CTE) courses that prepare students for careers and continued education. Many feature articulation with like SRJC courses. Articulation is the alignment and comparability of coursework between two levels of education, such as high school and community college. It is established through discipline specific faculty-to-faculty collaboration. For example, SRJC Automotive Technology instructors meet with their
high school counterparts to confirm that concepts and skills being taught in the high school Automotive Technology courses are comparable to those of the College. Once the determination is made that coursework is sufficiently similar, formal articulation agreements are established. Students successfully completing the articulated high school courses have opportunities to earn college credit.

Benefits of Articulation: Students earn a head start on college and their careers, saving time and money by skipping redundant coursework in which they’ve already demonstrated mastery. CTE faculty collaborate, share resources, conduct joint industry advisories, and update and align curriculum, which provide students with relevant career skills and a smooth transition to postsecondary and career success.

High School Career Pathway and articulation activities are funded by the CTE Transitions grant under the federal Carl Perkins Career and Technical Education Act administered through SRJC and other initiatives.

For more information about High School Career Pathways to SRJC, contact Eve Nighswonger, Director, Workforce Development (707) 527-4498 or e-mail enighswonger@santarosa.edu. Website: http://cte.santarosa.edu/high-school

HISPANIC SERVING INSTITUTION, META 4

SRJC was formally designated a HSI by the United States Department of Education in April 2014. SRJC was awarded a grant in October 2014 with the purpose to expand educational opportunities and improve the academic attainment of Hispanic and low-income students, and to expand and enhance the academic offerings, program quality, and institutional stability of colleges and universities that are educating the majority of Hispanic college students.

In an effort to increase academic opportunity and attainment for Hispanic and low-income students, Santa Rosa Junior College is introducing the Multicultural Education Transfer Acceleration or Meta 4 goals:

• Meta 1: Increase access, retention, and degree or certificate completion for Hispanic and low-income students;
• Meta 2: Increase the number of Hispanic English Learners students enrolling in, and successfully complete, transfer-level composition courses;
• Meta 3: Provide Hispanic and low-income students access to new technology advising and planning tools to increase their academic success, retention and graduation rates; and
• Meta 4: Improve the transition and continuing success of Hispanic and low-income students to the demands of college with an emphasis on improving student support and academic success.

META 4 is funded by a US Department of Education, Office of Post-Secondary Education, Title V grant.

Honor Societies

ALPHA GAMMA SIGMA

Alpha Gamma Sigma is the statewide California Community College scholastic honor society. The purpose of Chapter Theta at Santa Rosa Junior College is to promote and recognize scholarship, to develop programs of cultural and social enrichment, to promote service to the College and to the community, and to emphasize the development of leadership, character, and judgment.

NATIONAL SOCIETY OF LEADERSHIP

The National Society of Leadership and Success is the nation’s largest leadership honor society. Students of the Society chapter at SRJC Petaluma are selected for membership based on academic standing, leadership potential, and leadership achievement. Candidacy is a nationally recognized achievement of honorable distinction. Membership is for life and provides access to benefits including scholarships and awards, exclusive on-campus events, employer recruitment through an online job bank, discounts on computers, textbooks, grad school prep courses, insurance and much more. Inducted members complete a leadership program consisting of the Orientation, a Leadership Training Day, three Speaker Broadcasts, three Success Networking Team meetings and an Induction Ceremony where they receive their Certificate of Leadership Training. For more information contact Deborah Ziccone at dziccone@santarosa.edu (707) 778-3637.

PHI THETA KAPPA

Phi Theta Kappa is an internationally renowned two-year college honor society. The mission of the Beta Gamma Delta chapter of Phi Theta Kappa, chartered in 1995, is to recognize, support, promote, and reward those students who maintain a standard of academic excellence.

The goals of Phi Theta Kappa are to support any student who is trying to achieve academic excellence, to encourage all students to set high standards for themselves; to provide a forum in which those students may find a sense of community, to bring a body of talent and skill to the task of improving our larger community and, to represent Santa Rosa Junior College to the best of students’ ability by upholding the Phi Theta Kappa hallmarks of “Scholarship, Leadership, Fellowship, and Service.” A student must have a 3.5 GPA in order to be inducted. Inquiries pertaining to either society should be made at the Student Affairs Office.

Housing – Off Campus

The Student Affairs Office maintains an online housing board with current listings of available off-campus housing. Other than providing these services, the College assumes no responsibility for off-campus housing. Room and board and apartment costs vary greatly. Housing is limited and students should make arrangements well in advance of enrollment.

Information about off-campus housing can be found at www.santarosa.edu/och.

Institute for Environmental Education

The Institute for Environmental Education (IEE) is an interdisciplinary association of faculty, staff, administrators, and students committed to advancing and enriching environmental education and promoting local and global environmental sustainability. IEE is founded on the principle that the perspectives and insights of various disciplines in the natural sciences, the applied sciences, social sciences, and humanities are essential in understanding and solving environmental problems.

A primary goal of IEE is to promote environmentally sound practices district-wide. IEE, in conjunction with Facilities, established the Integrated Environmental Planning Committee (IEPC) as a Presidential Advisory Committee.

IEE also coordinates the development of courses that emphasize environmental issues, sponsors education programs and staff development activities, awards scholarships to students in Environmental Studies, and serves as a liaison between various college committees and groups. Members of IEE oversee the Environmental Studies major and advise students on transfer and career opportunities.

Each spring IEE sponsors the Environmental Forum, a series of lectures through which environmental scholars, policy makers, businesspersons, and activists share their insights and experiences with the SRJC community. The Forum is both a for-credit class (ENVS 40) that supports the Environmental Studies major as well as a lecture series that is open to the public.

Interested students, faculty, and staff are encouraged to get involved. Consider the following:

• Take classes and/or major in environmental fields such as environmental studies, natural resources management, conservation, sustainable agriculture, photovoltaics and solar design, alternative fuels, and environmental design.
• Participate with SRJC’s Student Government Association’s Sustainability Committee.
• Apply for Environmental Studies scholarships in the spring semester. Visit the Scholarship Office website for more information on applying.
• Become a member of IEE and/or IEPC to get involved with environmental issues at SRJC.
• Most importantly, Get Involved! Volunteer, intern, participate, and make a difference in your community.

For more information about District-wide sustainability, visit the Sustainable SRJC website: sustainability.santarosa.edu.

For more information about IEE, contact Katie Gerber (kgerber@santarosa.edu).
Learning Communities at SRJC

Learning communities are linked courses; the same group of students enroll in two or more classes. Learning communities support students' academic success, build student community, and provide opportunities for campus and community engagement.

1 SMART START Learning Communities offer 300-level students highly engaging learning environments to prepare them for college-level work.

2 PUENTE is a state of California transfer program. Students participate in a year-long multicultural learning community focused on achieving their goal of transferring to a 4-year college. Students enroll in English 100 and Counseling 10 in the fall and English 1A and Counseling 80 in the spring.

3 INTERDISCIPLINARY Learning Communities offer integrated curriculum to help students develop the academic skills and content mastery needed to succeed in both classes.

4 CONNECTIONS is a multicultural Degree Completion Program designed to prepare Latino/Latina and/or low-income SRJC students to complete an Associate Degree for transfer or a Degree/Certificate in 3 years or less. Connections will help students become successful by connecting them to SRJC student support services and resources.

5 UMOJA focuses on student success through Academics, Counseling, and career Mentorship. In the fall, students enroll in Umoja linked courses: English 100, History 30, and are encouraged to take Counseling 10. The program is open to all students interested in completing a degree/transferring, meeting with the Umoja counselor, and participating in cultural and personal enrichment activities.

6 ASIAN PACIFIC AMERICAN STUDENT SUCCESS: Mana is the mind, one's life force, and nourishment, and in this learning community, students will use their Mana to find success in school. Course themes and topics focus on the Asian and Pacific diaspora, and all SRJC students are invited to enroll. Students enroll in Counseling 10 (First Year Experience) and English 309 (Reading and Writing) in the fall and Sociology 30 (Race and Ethnic Relations), and English 1A (College Composition) in the spring. Students are also encouraged to enroll in Food and Nutrition 75 (Principles of Food) in the spring.

Students enroll in Learning Communities because they benefit from:

- Meeting new students and developing new friendships
- Team-taught courses in learning-centered classrooms
- Numerous opportunities for college and community involvement

For more information about Learning Communities call New Student Programs at (707) 527-4375 and/or visit http://learningcommunities.santarosa.edu

Library and Media Services

There are two libraries in the district, the Doyle Library on the Santa Rosa campus and the Mahoney Library on the Petaluma campus. Both sites support the entire spectrum of curriculum offerings from basic skills to general education to career and technical education (CTE).

The shared libraries’ collections contain close to 170,000 print volumes, over 210,000 ebooks, over 193 print periodicals and 20,000 audio visual volumes. The library subscribes to approximately 45 online databases that deliver bibliographic, full text, and statistical information as well as images, videos, and primary sources. The online databases also provide our students, faculty and staff access to roughly 50,000 full-text journals and periodicals, which results in millions of full-text articles.

SANTA ROSA CAMPUS

The Frank P. Doyle Library is located in the heart of the Santa Rosa campus. The four-story, 140,000-sf building offers abundant individual and group study space, 280 public access computers and a host of print and digital resources. The Doyle Library also houses an expanding collection of textbooks for student use.

Library hours are subject to change. For the most up-to-date information consult:
http://libraries.santarosa.edu/about/hours

Media Services offers expertise with educational technology, learning space design/support, and a wide array of audiovisual, production and technical skills for campus events and projects. Located on the first floor of the Doyle Library, Media Services features a prominent circulation desk with an expansive digital media collection to support instruction. Students can view or listen to assigned media material in-house or online. For more information and current hours of operation, please visit Media Services’ website at http://media.santarosa.edu/

PETALUMA CAMPUS

The Herold Mahoney Library is located on the Rotary Plaza facing south. The two-story, 35,000-sq building houses a dynamic print collection, 300 reader seats and a Media Services Department. Library hours are subject to change. For the most up-to-date information consult:
http://libraries.santarosa.edu/about/hours

GENERAL LIBRARY AND MEDIA SERVICES INFORMATION

A librarian is available to assist students with research and information during all hours that the libraries are open. In addition, librarians teach a number of sections on information and research skills, which is an Associate degree requirement for SRJC. Librarians also offer scheduled and drop in workshops on research skills, preparing a bibliography/works cited and other specific research tools. A full range of digital reference services, including chat reference are available during all hours that the libraries are open. Students can also schedule 30-minute, one-on-one research assistance sessions with a librarian. For more information about the libraries and the resources and services we offer, please visit our website:
http://libraries.santarosa.edu/about/hours

Lumafest

Lumafest is SRJC’s newest open house and community education fair held on the SRJC Petaluma campus every October. Lumafest features over 60 activity and informational booths and highlights the El Dia de los Muertos cultural celebration. In addition, the fair hosts live musical entertainment on two outdoor stages, free movies in Ellis Auditorium, the chance to meet “Fresco” the Giraffe and Roseco the Bear Cub while enjoying the spectacular sweeping views of the hills and Sonoma Mountain. Call 707-778-2514 for more information.

http://Lumafest.petaluma.edu

MESA California Community College Program

The Mathematics, Engineering, Science Achievement (MESA) Community College Program at Santa Rosa Junior College exists to increase the number of students transferring to a four-year college or university as engineering, science and technology majors.

The MESA Program offers academic assistance, transfer advising, and leadership and career development services specific to science, technology, engineering and mathematics (STEM) transfer majors. The MESA Program utilizes an Industry Advisory Board to work closely with local companies, providing professional development enrichment activities.

The MESA Community College Program serves students who:

1. Declare a calculus-based science transfer major;
2. Develop a long-term educational plan that supports transfer in a STEM discipline, and
3. Satisfy specific academic and economic eligibility criteria.

Students must complete an enrollment process in order to receive MESA services.
Students accepted into MESA agree to be engaged in activities that support the main components of the program, build an academically-based peer community on campus, and develop individual and team-building leadership skills. This STEM community of learners is what sets MESA apart from other programs.

MAIN COMPONENTS OF THE MESA PROGRAM

• STEM specific orientation workshops for new and continuing students
• Academic Excellence Workshops, structured study groups and drop-in peer tutoring
• Career advising and professional development workshops
• Access to undergraduate research programs and projects
• Assistance in the transfer process
• Participation in STEM professional organizations, guest speaker presentations, and STEM industry tours

Interested students should visit the MESA Center located in Bertolini room 4832 or call (707) 524-1859, or visit our website: www.santarosa.edu/mesa. For more information about the statewide MESA Community College Program please visit www.mesa.ucop.edu.

Older Adult Program

SRJC offers free noncredit educational courses designed specifically for older adults as part of its lifelong learning program. Courses include art, autobiography, discussion group, fitness, and music. Since 1968 our Older Adults Program courses have provided an opportunity for personal growth and development, group interaction, mental stimulation and physical activity. Classes are held at various locations throughout Sonoma County. Interested individuals may sign up for a class by going directly to the location and the instructor will provide application and registration material or go online at older-adults.santarosa.edu. Select schedule of classes. Term “O” for Older Adults. For further information please contact the Older Adults Program at (707) 527-4533.

Our House Intercultural Center (SRJC Petaluma)

The Intercultural Center’s mission is to promote a campus culture of inclusion and equity at SRJC Petaluma through educational and social programming, support of identity-based clubs and organizations, and the provision of services. Our House is also home to Dream Center services, which assist undocumented students in obtaining educational financing available under state and federal law. Call 707-778-4177 for more information. http://ourhouse.santarosa.edu

PEER ASSISTED LEARNING SPECIALIST (PALS) Program

SRJC’s PALS Program seeks to increase student knowledge and skills by fostering community, agency and persistence in the classroom. Students who have successfully completed courses are invited back to mentor and tutor current students so that they may find greater academic success. PALS attend class, and they hold individual tutoring sessions outside of class, as needed. In addition, PALS provide grading assistance to the instructor.

Performing Arts

MEDIA

The Media Program in the Communication Studies Department offers a variety of activities, including practical workshop courses in film, video, and radio. Students create original film/video, projects, write film scripts, and produce radio dramas. The Media Internship Program with local television and radio stations is unique among two-year colleges in California. Graduates of the Media Program are employed in communication positions throughout the west. The Communication Studies Department grants a Certificate of Completion with an emphasis in Media.

MUSIC

Music opportunities are plentiful and varied. Performing organizations available to all students include choirs (both large and small), jazz singing, jazz bands, concert bands, orchestras, wind, string, and keyboard ensembles. Classical and popular singing classes, synthesizer, musical theatre, and improvisational jazz technique classes are available. Traditional piano, theory, history, and sight singing courses are open to students.

THEATRE ARTS

Theatre Arts classes are exciting and challenging for all students. Theatre classes offer a wide range of topics from theatre history and character analysis to stage lighting, theatre design, and management. For students with specific interests, Theatre Arts offers specialized training through a certificate program in the fields of acting, costuming, makeup, stagecraft, or stage management. All students are encouraged to participate in our productions as performers, back stage technicians, or as part of the front of house management team. Theatre Arts supports the Student Theatre Guild and offers original productions of student work. A large variety of productions are presented throughout the school year as part of the regular instructional program and during the summer by a nationally acclaimed preprofessional training program, Summer Repertory Theatre. Auditions for school year shows are generally held in the first 10 days of each semester. Participation in Summer Repertory Theatre is based on special auditions and interviews held in February and March of each year. Don’t miss the opportunity to participate in a program that will change the shape of your life.

SUMMER REPERTORY THEATRE FESTIVAL

Summer Rep is a complete and extensive program in all aspects of stage production. The program combines the talents of the professional directing, design, and production staff with outstanding students in acting, design, technical theatre, dance, music, and management. The ensemble will mount five productions, which are performed in full rotating repertory six days a week beginning in mid June. Company members face the challenge of putting theory to the test and learning to work continuously under pressure in a professional system. Summer Rep offers professional production values and a positive and supportive work environment. The company also has the advantage of making contact with and working alongside professional staff members and other students from theatres and colleges throughout the country. Since 1972, Summer Rep has enrolled over 7,000 students who have received advanced training important to their professional goals. These students have gone on to employment with major schools, in the television and movie industry, and in theatres across the nation as teachers, actors, designers, technical directors, costumers, box office managers, theatre managers, and directors. Summer Rep is committed to helping our students further their careers once they leave Summer Rep. Events to facilitate this include auditions with area casting directors, portfolio review with visiting professionals, and targeted apprenticeships for our skilled artisans/technicians.

SRT is a truly dynamic and unique program; it is a fantastic training ground, a great place to meet people and make connections, and home of some of the best theatre in the North Bay. Enrollment in the program is by audition or interview only. For more information, contact James Newman at (707) 527-4221, drop by Burbank Auditorium Room 262/268, or visit www.SummerRep.com

For more information, contact Leslie McCauley at (707) 527-4248, drop by Burbank Auditorium Room 211, or visit thetheatres.santarosa.edu

Piner Early College Magnet Program

Santa Rosa City Schools and Santa Rosa Junior College share a unique partnership known as the Piner High School-SRJC Early College Magnet Program. This partnership provides qualified high school students concurrent enrollment opportunities, allowing them to earn college credits while earning their high school diploma. This exceptional educational opportunity establishes a four-year cohort program offering Early College Magnet Program students with accelerated learning in the company of other college students.

Piner Early College Magnet Program students receive special counseling services from both the
high school and SRJC. Each student is provided with a personalized four-year education plan. Students also complete SRJC counseling courses to prepare them for college success.

As high school juniors and seniors, students attend four periods at Piner High School and enroll in as many as two college courses per semester at the SRJC Santa Rosa Campus. Their courses of study are guided by their personal education plans and lead to the completion of a certificate, associate degree, or university transfer.

SRJC enrollment fees are exempted for high school concurrent enrollment students and all required SRJC textbooks are provided at no cost to students enrolled in the Piner Early College Magnet Program. A designated SRJC counselor provides support and instruction for the students, while an SRJC staff member coordinates the Program for the college.

The high school supports the program by providing bus transportation to SRJC’s Santa Rosa Campus, staff for high school counseling and coordination of the program for the high school as well as marketing and outreach for student recruitment.

For further information, contact: Karen Coster, Early College Magnet Program Coordinator, Piner High School, at (707) 528-5230 or kcoster@scrs.k12.ca.us.

Puente Project

The Puente Program is a project of English writing instruction, counseling, and mentoring for community college students who plan to transfer to a university.

The program involves a two-semester sequence of Reading/Composition that focuses on the Chicano/Latino experience. Counseling courses are also offered to help students with personal development and study skills. Members of the professional community provide mentoring. Additional program activities are designed to help students participate fully in academics and career preparation.

Students are admitted to the program each year through a first-come, first-served basis. Students must be eligible for English 100 based on assessment or prerequisite coursework. Students must also enroll in designated counseling courses and demonstrate commitment to transfer and to participation in program activities for one full year.

Computer literacy and word processing instruction, including an emphasis on desktop publishing skills and Internet research, are part of the curriculum. Puente is located in Bertolini Student Center, 2nd floor Counseling Office. For further information, contact: The Puente Office at (707) 521-7864, or the Petaluma Campus, Kathleen Doyle Hall, at (707) 778-3916 http://puente.santarosa.edu/

Study Abroad

Students at Santa Rosa Junior College have the opportunity to study abroad. Nearly all classes offered are university transferable, meet general education requirements for the associate degree, and meet CSU, UC, and IGEC general education requirements. SRJC faculty and their counterparts from other cooperating California community colleges teach the courses.

Study Abroad offers programs in London, Paris, or Spain in the fall semester and Florence in the spring semester. Students are required to be enrolled full time (12 or more units) and have a 3.0 GPA for semester abroad programs and be at least 18 years old.

For program applications or additional information, call the SRJC International Education Office at (707) 527-4441, drop by the office in room 1496 Bussman Hall on the Santa Rosa Campus, or visit the Study/Work Abroad Web site at www.santarosa.edu/sa.

Student Affairs & Engagement Programs

STUDENT AFFAIRS OFFICE

The Student Affairs Office (SAO), is the hub of all student activities and programs at Santa Rosa Junior College. This office coordinates the extracurricular and cocurricular activities of students, the Rotary Center for Student Leadership, the Girvin Student Activities Center, the Multicultural Events Committee, the Student Ambassadors Program, the Associated Students, Student Government Assembly, clubs and organizations.

In addition, the Student Affairs Office coordinates Club Days, Lost and Found Sales, Student Elections, Student Information Day, and many other activities. The Student Affairs Office supervises the publication of the Calendar of Events and the online Bear Facts Newsletter. The office has a free local phone and mailbox for student government officers and student members of college committees.

The Student Affairs Office is the place to go for general information and assistance, International Student I.D. cards, and Club Banking. The Student Affairs Office will also assist and advise students on the college Student Grievance Process.

In Santa Rosa the Student Affairs Office is located on the first floor of the Bertolini Student Center. Hours of operation are Monday–Friday, 8:00 am–5:00 pm. Call (707) 527-4424.

In Petaluma, the Student Affairs Office is located in the Richard Call Building Room PC 608. Hours of operation are Monday, Tuesday, Thursday, 10:00 am–5:00 pm, and Wednesday, 10:00 am–7:00 pm. Call (707) 778-4145. Visit http://studentlife.santarosa.edu/student-affairs-engagement-programs for more information.

CYBEAR CENTER

The purpose of the CyBear Center is to develop and sustain a student copy resource center that provides access to services and equipment designed to support academic, cocurricular, and professional projects. The center is committed to providing the lowest possible prices to cover costs, a friendly and knowledgeable staff, up-to-date technology, and a dynamic environment open to suggestions.

FREE SERVICES

• Computer use
• Internet access
• Local phone calls
• Self-service workstation, including staplers, tape, glue sticks, paper cutters, and more

PAID SERVICES

• Color and black and white copies
• Copying: low-priced self-service copiers
• Laminating
• Laser and inkjet printing
• Faxing
• Full service handling (such as three hole punch, stapling, cutting, and folding)
• Scanning
• Transparencies

POLICIES

• You must be a current student, faculty, or staff of SRJC to use the CyBear Center
• Students who are members of the Associated Students benefits program will receive a discount
• No food or drinks allowed
• No installing software
• No pornography browsing
• No computer gaming

In Santa Rosa, the CyBear Center is located on the first floor (East-end) of the Bertolini Student Center. Call (707) 522-2638. In Petaluma, the CyBear Center

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is located at the Richard Call Building, Room PC 608. Call (707) 778-4145. Or visit http://studentlife.santarosa.edu/cybear-center/

ASSOCIATED STUDENTS
All currently enrolled students are considered members of the Santa Rosa Junior College Associated Students and are represented by the Student Government Assembly (SGA). Students who pay the CubCard+ membership fee each semester (including summer, with a special benefit program) are entitled to benefits, including, free home athletic events, free theater vouchers, a $5 parking discount or $2 motorcycle parking discount, 2-$5.50 discount coupons at the SRJC Bookstore, and a $2 discount coupon at all food kiosks. CubCard+ members are also eligible to apply for both emergency loans and book loans. The Student Life Committee (SLC) makes college life fun and interesting by sponsoring social and educational programs that are creative and engaging. The SGA gives financial support to many college programs that benefit students. They support the following programs or services: Adaptive Physical Education, Circle of Honor, ESL Completion Ceremony, Graduation Ceremony and Reception, Multicultural Events, Puente Project, Transfer Day, History’s Month, Arts & Lectures, Day Under the Oaks, Foster Youth, Dance Show, Theatre Arts Program, Intercollege Athletics and much more.

The SGA is the main legislative body of the Associated Students and acts as the voice and decision-making body of all students who attend Santa Rosa Junior College. The SGA fosters and encourages the democratic process and political action by involving students in educational issues and legislation that affects their lives on local, state, and national levels.

Officers of the SGA are annually elected by the student body during the month of April; vacant positions are filled by appointment. All interested students are encouraged to apply in the Student Affairs Office. The offices of the SGA are located in the Student Affairs Office on both campuses.

CLUBS
A current listing of clubs is available in the Student Affairs Office on either campus. There are clubs for almost any interest and they are open to any student. At Club Days (which happens soon after the beginning of each semester), clubs actively recruit members. All students are urged to join any club that they might be interested in. If none of the clubs are of interest or meet your needs, then organize your own. Pick up a club information packet in the Student Affairs Office.

INTER-CLUB COUNCIL
The Inter-Club Council includes representatives from every college club and is represented in the Student Senate by the Vice President of Organizations. The ICC votes on club activation status. ICC also sponsors Club Days each semester. Its membership assists with Associated Students and Student Affairs Office events.

CLUB MEMBERSHIP POLICY
Santa Rosa Junior College policy states that students shall not exercise selectivity of memberships based on vote of their members. The Board of Trustees interprets this policy to prohibit the use of any device or practice, which, in effect, implements selectivity. The board expects compliance in spirit and fact with the policy of open membership.

STUDENT EMPLOYMENT
The Student Employment office assists SRJC students and alumni who are seeking employment both on and off campus. Services and resources include:

ON-CAMPUS EMPLOYMENT SERVICES
On-campus employment provides students the opportunity to acquire and develop general work habits, earn extra money while enrolled in college and to assist departments in maintaining programs. Student Employment provides support services for SRJC student employees including Federal Work Study students throughout their employment. Students must be enrolled part time to work on campus, 6 units in Fall and Spring semesters and 3 units during the Summer semester. Hours of work are limited to 25 hours a week, and 20 hours for international students. Students are employed at three District locations, SRJC Santa Rosa, SRJC Petaluma and Shone Farm.

ONLINE STUDENT JOB BOARD
- Jobs for both entry level and the highly skilled
- Part-time and full-time job listings
- Full-time career opportunities for city, county, and state positions
- Resume templates
- Employer resume search
- Job search and career videos
- Career advice documents and podcasts
- More information, contact: Student Employment Office Bertolini Student Center 3rd Floor 527-4476
- Hours: Monday–Thursday 8am–5pm and Fridays 8am–12pm
- Closed Fridays in June and July
- www.santarosa.edu/stuemp

Student Health Services
Good health is essential to student success. Student Health Services contributes to the well-being and educational success of Santa Rosa Junior College students through a variety of health-related services.

Student Health Service offices on the Santa Rosa Campus are located at 4017 Race Building (Clinical services) and 559 Plover Hall (Mental Health and Wellness services). On the Petaluma Campus, clinical and mental health services are located at 610 Richard Call Building. Student Health Services is available to any student enrolled in credit courses regardless of class location during the semester of enrollment. Services include: appointments and drop-in care for students who are ill, injured, or have health questions/concerns; emergency first aid; health screening; health education and promotion activities; resource finding and referrals; and Student Psychological Services.

Students who are injured while participating in any college-sponsored and/or supervised activities, whether on or off campus, may qualify for student accident insurance benefits. Any incident should be reported to Student Health Services as soon as possible to obtain assistance and information regarding the insurance coverage.

SRJC charges a fee to support the operation of Student Health Services. This is a required fee with waivers granted to defined student populations per district policy.

Please call for the latest information of hours and service:
Santa Rosa Campus, Race Building: 527-4445
Santa Rosa Campus, Plover Hall: 524-1595
Petaluma Campus, Richard Call: 778-3919
You may visit our Web site at: http://shs.santarosa.edu/.

During June and July both sites are closed on Fridays.

Student Publications

BEARFACTS
The BearFacts online newsletter is a bulletin that circulates information of interest to the college community. It is sent weekly to all currently registered students. Its primary focus is intended to communicate Student Services/Student Affairs information. It also promotes student-sponsored activities and events and other items of interest to the college community. Scholarship deadlines, student employment opportunities, and SRJC club information are just a few of the many listings in the BearFacts online newsletter.

FIRST LEAVES
A publication of student works of literature and art that is published in spring.

THE OAK LEAF
The Oak Leaf is SRJC’s award-winning newspaper and website, www.theoakleafnews.com. The News Media Practice classes (Jour. 52A/B/C/D) offer a hands-on learning environment where students produce all content and decide what is published in print and online. The Oak Leaf covers college news, features, sports, opinions and arts & entertainment, as well as state and national events that affect the
Student Support Services (SSS) TRiO HOPE

The Student Support Services (SSS) TRiO HOPE (Health Occupation Preparation Education) Program provides opportunities for academic development, assists students with basic college requirements, and motivates students toward the successful completion of their postsecondary education. The goal of SSS is to increase the college retention and graduation rates of its students who are interested in pursuing a career in a health related career.

PROGRAM QUALIFICATIONS

In order to qualify for the program students must fulfill the following qualifications:
1. Must be enrolled at SRJC.
2. Must have expressed need for academic support.
3. Must be interested in pursuing a health related career.

And one or more of the following:
1. Qualifying financial need
2. First generation (neither parent has accomplished a Bachelor’s Degree or higher)
3. Students with disabilities

SERVICES

The SSS TRiO HOPE Program provides the following services:
1. Academic tutoring, which may include instruction in writing, study skills, mathematics, science, and other subjects.
2. Advice and assistance in postsecondary course selection.
3. Assistance with information on both the full range of student financial aid programs, benefits and resources for locating public and private scholarships; and assistance in completing financial aid applications.
4. Education or counseling services designed to improve the financial and economic literacy.
5. Assistance in applying for admission to, and obtaining financial assistance for enrollment in four-year programs.

The SSS TRiO HOPE Program may also provide individualized counseling for personal, career, and academic information, activities, and instruction designed to acquaint students with career options; exposure to cultural events and academic programs not usually available; mentoring programs.

For more information about the HOPE Center, please visit: www.hope.santarosa.edu or call 707-524-1520.

Success Team (SRJC Petaluma)

The Petaluma Student Success Team promotes success through implementation of best practices that welcome, guide and engage students. The team focuses on creating relationships with students to guide them through the steps to successful enrollment, troubleshoot any potential roadblocks to success, assist with Early Alert intervention, and connect students with campus activities and resources. For more information about the Petaluma Student Success, download the SRJC Petaluma mobile app on Android/Apple mobile devices or visit the Petaluma Student Success Team website.

Transfer Center

It is the mission of the SRJC Transfer Center to meet the needs of students preparing to transfer to a bachelor’s degree program by providing accurate, current information to four-year colleges and a set of coordinated resources, activities, and services that support the transfer process. The Transfer Center offers:
- Availability of college/university representatives for individual meetings.
- Assistance with college/university applications.
- Referrals to faculty for information about majors and colleges/universities.
- Referrals to other programs that support transfer students.
- Workshops, seminars, and panel presentations on transfer topics.
- An annual college fair with representatives from colleges/universities.
- General directories of information about colleges/universities and their academic programs.
- Computerized university/college search programs.
- COUN 80 – Understanding the Transfer Process: a short course about transfer planning.

The Transfer Center is located in the Bertolini Student Service Center and is open Monday–Thursday from 8:00 AM – 5:00 PM, Friday 8:00 AM – noon. Call (707) 527-4874, or access information on the Web at http://transfer.santarosa.edu/

TRANSFER TO A BACHELOR’S DEGREE PROGRAM

There are four requirements to transfer from a community college to a college/university bachelor’s degree program:
1. The total number of required units.
2. General education courses.
4. A minimum grade point average.

For an overview of the requirements to transfer to a California State University (CSU) or University of California (UC), which are California public university systems, see the following.

CSU MINIMUM TRANSFER ELIGIBILITY
1. 60 transferable units (courses numbered 1-99).
2. 2.0 GPA (for California residents).
3. 30 units of General Education completed with grades of C or better. The 30 units of GE courses completed must include all of Area A (speech, composition, critical thinking) and Area B4 (mathematics).

Note: Some CSU’s now require that these four courses be completed by the end of spring for fall transfer and by the end of summer for spring transfer.
4. File an application for admission while the CSU campus is accepting applications.
5. For more information please visit the CSU Web site www.CSUmentor.edu.

CSU RECOMMENDED TRANSFER GUIDELINES
1. 60 transferable units.
2. 2.5+ GPA (Impacted majors and popular campuses may require a higher GPA and specific preparation to meet “selection criteria”).
3. 39 units of GE completed and certified (of which 30 units, including all of Area A and B4, must be with a C or better).
4. File an application for admission during the priority-filing period.

Note: To graduate from a CSU, it is required that at least 9 units of upper division GE be completed after transfer. It is not possible to complete all GE required for graduation from a CSU at SRJC.

UC MINIMUM TRANSFER ELIGIBILITY REQUIREMENTS
1. 60 transferable units* (courses numbered 1–49 + 4 PE activity courses)—see “Which Courses Transfer and Where”
2. 2.4 GPA (for California residents).
3. 2 courses in English Composition.
4. 1 college-level math course.
5. 4 courses from at least two of the following areas: Arts & Humanities, Social & Behavioral Sciences, and Physical & Biological Sciences.
6. The 7 courses must be transferable to UC and...
completed with grades of C or better
7. File an application for admission during the priority filing period.

UC REALISTIC TRANSFER SELECTION REQUIREMENTS
1. 60 transferable units*.
2. The 7 required courses.
3. 3.0+ GPA for California residents (higher GPA may be required for impacted majors).
4. Lower division major preparation completed.
5. IGETC or campus-specific GE completed.
6. File an application for admission during the priority-filing period.
7. Please refer to the UC Web site for more information: www.universityofcalifornia.edu.

*Refer to the SRJC/UC Transferable Course Agreement

For General Education (GE) requirements for the CSU and the UC, see the sections in this College Catalog for: “General Education, California State University” and “IGETC” (Intersegmental General Education Transfer Curriculum).

Note: The CSU GE pattern allows students to meet General Education requirements for the CSU only; the IGETC pattern allows students to meet the General Education requirements for either the CSU or the UC.

Major preparation courses (also called major prerequisites) are courses that must be taken at the freshman or sophomore level in order to be admitted to a major at the junior level. California community colleges offer only freshman and sophomore-level ("lower division") courses. Only the CSU, the UC, and other colleges/universities with bachelor’s degree programs offer junior- or senior-level ("upper division") courses. Information about major prerequisites for some majors and schools are available from a counselor or at the SRJC Web site under Student Services/Transfer Center/Transfer Majors. It is important to choose a major as soon as possible. See a counselor about how to choose a major.

For transfer to an independent (private) college/university or an out-of-state college/university, it is important that the student meet with a counselor as early as possible. The counselor will assist the student in consulting catalogs and other sources of information about the requirements of each target college/university. It is also important for the student to establish contact with the admissions office of the target school.

WHICH COURSES TRANSFER AND WHERE

At Santa Rosa Junior College the number of each course indicates whether or not it will transfer to the California State University (CSU) or the University of California (UC) for credit toward a bachelor’s degree.

1. Courses numbered 1–49 will be accepted for credit by the UC (examples: English 1A, Math 10, Sociology 30). However, UC transfer students should not count credit earned for selected topics (48) or special studies (49) toward the 60 units required for admission. These courses will be evaluated by the UC campus after admission.
2. Courses numbered 1–99 will be accepted for credit by the CSU (Examples: English 1A, Math 27, Speech 60, Counseling 80).
3. Courses numbered 100 or above do not transfer to either the CSU or the UC (Note: courses numbered 1–299 are accepted for an associate degree at SRJC).
4. In general, independent and out-of-state colleges/universities accept courses numbered 1–49. It is important to meet with a counselor and establish contact with these colleges/universities to verify acceptable courses.

WHEN TO APPLY

There are standard “priority admission” application periods for the California public university systems. Specific CSU or UC campuses may accept applications beyond the priority application period. Students can find out whether a particular campus is open for applications from a counselor, the Transfer Center, or the Web site of the campus to which they wish to apply.

There are variable application periods for independent and out-of-state colleges/universities. Students should visit the Web site of each school to which they wish to apply for application deadlines.

<table>
<thead>
<tr>
<th>Priority Application Period to Apply for:</th>
<th>Spring semester or quarter of the next year at CSU</th>
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<tbody>
<tr>
<td>August 1-31 . . . . . .</td>
<td>Fall quarter or semester of next year at UC</td>
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<td>October 1-November 30 . . .</td>
<td>November 1-30 . . . . . .</td>
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TRANSFER ADMISSION AGREEMENTS

Santa Rosa Junior College has Transfer Admission Guarantees (TAG) with UC Davis, UC Irvine, UC Merced, UC Riverside, UC Santa Cruz, and UC Santa Barbara. These agreements guarantee transfer admission to students whom meet certain requirements for course completion and grade point average. Students must complete 30 transferable units before entering into the agreement. Students interested in transferring to one of these campuses should meet with a counselor for information about the requirements of a TAG.

Veterans’ Benefits

Santa Rosa Junior College is an approved college for the training of veterans and veterans’ dependents under the various public laws of the United States and California veteran enactments.

Students eligible for veterans benefits are urged to contact the Veterans Affairs Office in Plover Hall well in advance of registration so that necessary arrangements may be made with the Veterans Administration or the California Department of Veterans Affairs.

Veterans should keep in mind that the timelines with which their checks will arrive is usually directly correlated with the timelines with which they apply to the Veterans Administration. Payments will be retroactive from the first day of attendance. Since the payment of fees and books cannot be deferred until receipt of benefits and the Emergency Loan Fund cannot provide loans to cover all veterans during the first two or three months of school, the veteran should be financially prepared until benefit payments begin.

The state of California provides a program for children of veterans who are deceased or are disabled from service-related causes. Application should be made to the Sonoma County Vets Services, 3725 Westwind Blvd. STE 101, Santa Rosa, CA 95403 (707) 565-5960.

Veterans and military reserve members are granted four units of college credit for completion of basic training. Additional academic credit may be granted for advanced military experience and training as determined by the Evaluations Office of Admissions and Records.

For information or assistance regarding veteran’s benefits, contact the Veterans Affairs Office in Plover Hall. Hours are Monday–Friday, 8:00 AM–5:00 PM. For more information, call (707) 527-4326 or visit veterans.santarosa.edu.

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College Community
### Weekend College Flexible Degree Completion

At SRJC you can complete an associate degree almost entirely on the weekends and online.

- Classes meet on Friday evenings or Saturdays
- Many classes combine face-to-face meetings and online learning, requiring fewer hours on campus
- Fees are the same as other classes at SRJC
- Classes fill quickly, so plan to apply and register at your earliest opportunity
- Complete the general education pattern for CSU or UC on the weekends or online
- Complete several different majors almost entirely online
- Parking is easier

For more information visit [http://weekend-college.santarosa.edu/](http://weekend-college.santarosa.edu/) or call 524-1581.

### Welcome Centers

During the months of June, July and August, the Welcome Centers on both the Santa Rosa and Petaluma Campuses are your first step whether you are new to the Santa Rosa Junior College or first-time to college. Counselors and student ambassadors are available in one convenient place to support you. For more information, call (707) 527-4375 or visit [www.santarosa.edu/app/getting-started](http://www.santarosa.edu/app/getting-started). We look forward to meeting with you!

### Work Experience

Work Experience students apply 21st century skills known as "soft skills" in a work environment. Soft skills include teamwork, effective communication, time management, adaptability, and problem solving. The skills learned in Work Experience courses help students develop skills that support career and college success.

**BENEFITS TO ENROLLING IN WORK EXPERIENCE:**

- Improve effectiveness in the workplace
- Learn skills that will support career advancement
- Apply skills learned in the classroom to the job and vice versa
- Apply goal-setting techniques to achieve success both professionally and personally
- Earn college credit toward a certificate, a degree, or to transfer
- Meet full-time student status for financial or other aid

**WORK EXPERIENCE COURSES OFFERED:**

- General Work Experience
- Occupational Work Experience
- Internship courses
- Community Involvement courses
- Apprenticeship courses

**SANTA ROSA CAMPUS**

Bertolini Student Center, 3rd floor, Room 4842  
(707) 527-4329  
Business Hours: M-Th 8:00 a.m. to 5:00 p.m.  
Friday 8:00 a.m. to noon  
*Closed Fridays during summer semester

**PETALUMA CAMPUS**

Kathleen Doyle Hall  
Resource Center, Room 214  
(707) 778-3920  
Open most Mondays and by appointment  
Web site: [http://workexperience.santarosa.edu](http://workexperience.santarosa.edu)

### Workforce Training Office

The Workforce Training (WFT) Office, previously called Contract Education, offers customized on-site training for employers. WFT partners with SRJC instructional departments and other professionals to design skill-based training to meet employers' needs.

Topics range from soft skills, technical, communication, supervisory, English as a Second Language, and basic skills.

The office is located at 1330 Bailey Hall in the CTE offices. For information, call (707) 522-2824, email to bdavis@santarosa.edu.
SECTION 5

SCHOLARSHIPS

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SRJC Foundation

The mission of the Santa Rosa Junior College Foundation is to advance educational opportunities by raising and stewarding funds to support programs, scholarships, facilities and special projects of the College. In cooperation with the Sonoma County Junior College District, the Foundation enhances the quality of higher education in the communities we serve.

The Foundation was organized in 1969 under the guidance of Dr. Randolph Newman, former SRJC President, and members of the Santa Rosa Junior College Alumni Association who were vitally interested in assisting the College and its students in areas where educational needs may best be met through the donation of private gifts.

The Foundation seeks to promote and assist the Sonoma County Junior College District by receiving donations by gift, bequest, will, or trust. Earnings from prudent investing assist in funding scholarships and programs at Santa Rosa Junior College for the progress and welfare of its students, faculty, staff, and community. Guided by the wishes of the donor, the Foundation distributes donations for a specific purpose or identifies areas of greatest need. The SRJC Foundation is ranked #1 among all California community colleges for scholarship distribution. There are several ways to support the College and its students visit www.santarosa.edu/foundation to learn more.

Tax exempt status granted by both the state and federal governments ensures that all contributions donated to the Foundation qualify for tax deductions to the full extent allowed by tax regulations.

The Foundation is located in the Foundation/Public Relations Building at 990 Armory Drive. Office hours are 8:00 AM to 5:00 PM, Monday – Friday. The telephone number is (707) 527-4348. Additional information is also available at www.santarosa.edu/foundation.

Scholarship Programs

Scholarships recognize outstanding students for academic achievement, financial need, academic field of study, community service, campus activities, and outside interests. At Santa Rosa Junior College, scholarships are offered to incoming, continuing and transferring students.

Funding sources that support the scholarship programs at Santa Rosa Junior College include the Santa Rosa Junior College Foundation Endowed Scholarship Funds and business and community outside scholarship funds. Applications for the SRJC Foundation scholarships are available between January and March 1 of each year. Students should contact the Scholarship Office in January to obtain the appropriate applications. Throughout the year, scholarships from outside sources are also advertised at the Scholarship Office. Scholarship resource books are available at the Scholarship Office and the campus libraries for students to research other scholarship opportunities.

The Scholarship Office is located in Plover Hall on the Santa Rosa campus. Office hours are 8:00 am until 5:00 pm, Monday through Friday. For additional information, call (707) 527-4740. On the Petaluma Campus, students may go to the Financial Services Office in Jacobs Hall, Room 109, or call (707) 778-2461. Information is also available at http://scholarships.santarosa.edu

Scholarships and Awards

The following sponsors have provided scholarship funds to assist students who will continue their education at Santa Rosa Junior College or transfer from SRJC to a four-year institution. This support and encouragement of higher education is greatly appreciated by the SRJC Board of Trustees, SRJC Foundation Board of Directors, SRJC staff, faculty, administration, and, most definitely, the students.

http://scholarships.santarosa.edu/

Albert and Helen Maggini Public Service Award
Patricia Maggini Memorial Art Scholarship
Jon Magoon Memorial Fund
Herald and Connie Mahoney Scholarship for Petaluma Campus Students

AAA Public Safety Scholarship
Adult Literacy Awards Program
Robert F. Agrella Scholarship
Bruce Dean Albertson Scholarship
Allan Family Native American Scholarship
Jon Altimori Memorial Scholarship for El Molino High School Graduates
Alves Family Scholarship for Learning Disabilities
Edith M. Amateau Memorial Scholarship
American AgCredit Agricultural Scholarship
American Association of University Women Healdsburg Scholarship
American Association of University Women Petaluma Scholarship
American Association of University Women Santa Rosa Scholarship
American Institute for Foreign Studies Scholarship
American Legion Song Bourbeau Book Award
American Legion Auxiliary Theodore Roosevelt Unit #21 Memorial Scholarship
American Legion Post #21 Scholarship, In Memory of Deceased Comrades
American Vineyard Shone Farm Viticulture Internship Award
American Fuchsia Society Scholarship
Nick Anast Summer Undergraduate Research Fellowship
Courtenay W. Anderson Chemistry Scholarship
Anonymous Donor - Financial Aid Student Success Grant
Anonymous Donor - Foster Youth Success Program Completion Incentive Award
Anonymous Donor - SRJC Continuing Student Scholarship
Anonymous Donor - SRJC Transferring Scholarship
Anonymous Donor - SRJC Teaching Fellows Program
Anonymous Donor - Multi-Year Scholarship
Artists Round Table Award
Associated General Contractors Scholarship
Don and Gay Avila Scholarship
Diane Babitz Memorial Psychiatric Nursing Scholarship
Floyd P. Bailey Memorial Outstanding Transferring Student Scholarship
Marie Griffith Bailey Memorial Reentry Scholarship
Stephen J. Barnhart Herbarium Pepperwood Internship Fund
George and Vivian Bech Memorial Scholarship
Charles Belden Memorial Vocational Education Scholarship
Dorothy Bell-Becker Memorial Reentry Scholarship
Jane Benet Culinary Scholarship
Larry Bertolini Campus Leadership Award
Larry and Rosie Bertolini Athletic Scholarship
Larry Bertolini Day Under the Oaks Agriculture Scholarship
Christine A. Biagi Memorial Art Scholarship
Fay Blair and Linda Nishikawa Music Education Endowment
Bob Blanchard-SRJC Administration of Justice Faculty Scholarship
Richard Blewett Memorial Athletic Scholarship
Michael Bloom Memorial Agriculture Scholarship
Hermelinda Diaz Blume EOPS Scholarship
Hermelinda Diaz Blume Multi-Year Scholarship
Bodega Bay Allied Arts Scholarship
Mark Stephen Bollinger Memorial Endowment
Joan Borecky Health Sciences Scholarship
L. Glenn R. Bothwell Memorial Music Scholarship
Yvonne Boulieray Culinary Scholarship
Grace and Clifford Bowen Agriculture Scholarship
Bert and Olive Bower Memorial Transferring Student Scholarship
John and Mildred Boyle Memorial Scholarship for Education Majors
Patrick Boyle Memorial Mathematics Scholarship
Bill Bramson Vocational Nursing Scholarship
Scholarships and Awards

Breite and Race Civil Engineering Scholarship
Renata Breit, Steve Osborn and Celeste Osborn Breit Study Abroad Scholarship
Harry M. and Wilma M. Briggs Scholarship
David R. Brown Memorial Scholarship
Melissa Brown Reentry Scholarship
Walt Brown Memorial Engineering Club Scholarship
Dowell Thurman Bryant Book Award
Elizabeth Burbank Memorial Transforming Scholarship
Luther Burbank Botanical Scholarship
Kieran C. Burke Memorial-Patiana Organic Vineyards Agriculture Scholarship
Harold Pazmore Burrell Memorial Civil Engineering Scholarship
Cal Alumni Club of Oakmont Scholarship
California Rare Fruit Growers Club Scholarship
Allen and Ada Call Memorial Electrical Engineering Scholarship
Robert and Richard Call Outstanding Student Athlete Scholarship
Patricia J. Callahan and Davis Bernstein Scholarship for Latina Women in Science and Health Care
Denise Calvert Scholarship
Thomas and Evelyn J. Campion Memorial Scholarship, EOPS
Thomas and Evelyn J. Campion Memorial Reentry Scholarship
Eugene S. Caneveri Associated Students Award
Ashley Carlson Memorial Scholarship
Elizabeth Carlson Memorial Scholarship for Disability Resources
Sue Carlson Memorial ESL Scholarship
Major William C. Carr Memorial Continuing Engineering Scholarship
Major William C. Carr Memorial Transforming Engineering Scholarship
Jamie Lee Carroll Memorial Scholarship
CCCSF AAA Student Scholarship
John Gilchrist Chalmers Technology Scholarship
Charles and Anna Cherney Memorial Art Scholarship
Fred V. Chigazola Memorial Scholarship for Music
Jeanne Chown Memorial Nursing Scholarship
Michael Ciancara Memorial Culinary Arts Scholarship
Nettie Clark Memorial Costuming Scholarship
Mead Clark and Senator Herbert W. Slater Transforming Scholarship
Mead Clark and Senator Herbert W. Slater Student Singer Scholarship
Mead Clark and Senator Herbert W. Slater Student Speaker Scholarship
Club Cultural Hispano Americano Scholarship
Patricia Cole Scholarship for Petaluma Campus Student
Joel Coleman Memorial Music Scholarship
Charles, Lee and Ken Comalli Agricultural Internship
Commission on the Status of Women Scholarship
Community College Real Estate Scholarship
Steve Conklin Memorial Scholarship for Non-Traditional High School Graduates
Connections: A Forum for Women in Business Scholarship
Winifred and Steve Connolly Music Scholarship
Robert R. Coombs Memorial Mathematics Scholarship
Robert R. and Diane Coombs Academic Scholarship
Helen and Jack Cooper Memorial Nursing Scholarship
Jack Cooper Memorial Award
James C. and Clara Hall Career Scholarship for Humorous Writers
Marion Coset Memorial Associate Degree Nursing Scholarship
E. Juki Craig Memorial Business Office Technology Scholarship
Ruth Parle Craig Foreign Language Scholarship
Ruth Parle Craig Study Abroad Scholarship
Wil and Ruth Craig Human Services Multi-Year Scholarship
John and Debra Crevello Scholarship
David Crowley Memorial Reentry Scholarship
Culinary Café and Bakery Scholarship
Larry Cullen Memorial Scholarship
John Cuppoletti and Danuta H. Malinowska Scholarship
Cupic Art Scholarship
Cupic Continuing Student Scholarship
Vivian C. Cutchin Memorial Nursing Scholarship
CyBear Center Integrity Award
Marc Dahlgren Memorial Agriculture Scholarship
Norma McClellan Dallachie, RN, FNP Nursing Scholarship
Bob Dallachie, Administration of Justice Scholarship
Kathy Lee Dammarell Memorial Teaching Scholarship
William R. D. Day Jr. Opportunity Scholarship
Day-Lahm EOPS Scholarship
Delta Kappa Gamma Scholarship, Epsilon Beta Chapter
Richard and Marilyn Dennis Music Scholarship
Christie Eastman Dias Memorial Nursing Scholarship
Ruth Sehler Dibble Nursing Scholarship
DK Landscaping Scholarship
Arineanna F. and Mildred L. Doberty Memorial Nursing Scholarship
Damian H. and Kevin F. Doberty Memorial Nursing Scholarship
Robert Dollar Administration of Justice Memorial Scholarship
Dowd Family Scholarship
Dream Big Scholarship
Lucile Freed Drennon and Don A. Freed Memorial Social Science Scholarship
Early Ford V-8 Club of America, Redwood Empire Regional Group #27, Automotive Scholarship
Early Ford V-8 Club of America, Redwood Empire Regional Group #27, Welding Scholarship
EBA Engineering – Duane Butler Memorial Scholarship
Electro Optical Components’ Victor Yen Memorial Scholarship
Elizabeth’s Fund
Raymond B. Elam Memorial Business Office Technology Scholarship
Raymond B. Elam Memorial Business Office Technology Scholarship, Completion Award
Don Emblen Literary Scholarship
Emery Family Memorial Scholarship
Kathleen Anne Emery Memorial Scholarship
Engineering/Science Transforming Scholarship
ESL Culinary Arts Scholarship
English as a Second Language Scholarship
Donna Lee Estrada Memorial Scholarship
Elizabeth Fay Evans Art Scholarship
Evelyn Farrell Memorial Reentry Scholarship
David Farrell Memorial ESL Scholarship
Federated Indians of Graton Rancheria Scholarship
George C. Felix Economics Scholarship
Ernest L. and Ruth W. Finley Endowment SRT Awards
Dustin Fiori Memorial Apprenticeship Scholarship
Bob Flores Leadership Award
49-50 Football Team Mastins/Cusick/Charlesworth Scholarship
Leah Mayfield Ford Scholarship
Norton Forsyth Athletic Scholarship
La Société de 40 Hommes et 8 Chevaux, Sonoma County Voiture, Locals 338 and 912, Nursing Scholarship
Foundation 21 – Jonathan C. Christopher Memorial Scholarship
Fountaingrove Lodge Scholarship Fund
Julio Francescutti Memorial Theatre Arts Scholarship
Gertrude and Angelo Franchetti Memorial Life Sciences Scholarship
Frank Family Memorial Scholarship
Kathleen L. Fremgen Nursing Scholarship
Kay French Memorial Art Scholarship
Scholarships and Awards

Fresh and Natural Scholarship
Ann and Henry Fujita Memorial Chemistry Scholarship
Dennis and Susan Fujita Research Fellowship at the Bouverie Preserve
Gary Y. Fujita Memorial Chemistry Scholarship
Future Teachers Scholarship
The Jean Mary Galvin Memorial Tennis Scholarship
Gant Family ESL Scholarship
Gardenworks, Inc. Landscape Scholarship
Charles and Lillian Gay Transferring Scholarship
Dennis Gilmore Memorial, SRJC Police Cadet Association Scholarship
Julie H. Gleason Child Development Scholarship
Russ Gleason Memorial Anthropology Scholarship
Leon and Louise Glover Scholarship for Culinary Arts
Carrie Gong-Lowe Horticulture Scholarship
Bettie Underwood Goodman-Malamuth Dental Assisting Scholarship
Graton Community Club Scholarship
Peter C. Grauert Horticulture Scholarship
Green Thumb Garden Club of Cloverdale
Robert P. Greiner Memorial History Scholarship
John Warren Gripe Memorial
Peg Gripe Memorial Administration of Justice Scholarship
Ava and Sam Guerrera International Study Scholarship
Ava and Sam Guerrera Study Abroad Scholarship
E.J. "Nini" Gudatth Memorial Political Science Scholarship
Raoul Guzman Memorial Scholarship
Tony Haas Memorial Scholarship
Viven Haigh Memorial Scholarship
Viven Haigh Memorial Viticulture Scholarship
Marjorie Hammersly Student Excellence Scholarship
Colleen Handley Memorial Scholarship for Outstanding Physically Challenged Students
Allene and Randolph Hankla Child Development Education Scholarship
Harvey Hansen Memorial History/Political Science Scholarship
Bea and Homer Harris Scholarship
Shirley Harris Memorial Scholarship
Theodore K. Hawkins Mass Communications Scholarship
Hayssen Geography Scholarship
John and Delores Headley Scholarship
Healdsburg District Hospital Volunteers Nursing Scholarship
Healdsburg Garden Club
Heath Physics Prize
Jessie Heinzman HEP Scholarship
Dr. Atlas Hembree Chemistry Scholarship
Inger M. Henninger Memorial Nursing Scholarship
The Hessel Church Scholarship
Hester Family Engineering Scholarship
Chief Carl O. Heyen Memorial Fire Technology Scholarship
Sonna Hill Memorial Nursing Scholarship
The Huckleberry Hipp Scholarship
Tom Hobart Memorial Agriculture Scholarship
Clifford E. Hodder, Jr. Memorial Social Sciences Scholarship
Michael and Susan Hoey Scholarship
Ken D. Holback Award
Horticulture Studies Scholarship
Hospitality de los Carneros Scholarship
Milton Hudis Memorial Scholarship for Civil Engineering
Donna L. Huffstutter Engineering Scholarship
Human Services Internship
Humm Family Physical Sciences Scholarship
Alvin Hunter Memorial Anthropology Scholarship
Blanche E. Hurd Communications Scholarship
Independent Order of Odd Fellows, Santa Rosa Lodge #53 Independent Student Scholarship
Independent Order of Odd Fellows, Santa Rosa Lodge #53, Carl Feil Memorial Scholarship
Independent Order of Odd Fellows, Santa Rosa Lodge #53 Scholarship
Carmine Indinovoli Enology/Viticulture Scholarship
Bill and Marian Ingram Memorial Athletic Scholarship
Thomas Craige Johnson Memorial Scholarship
Dr. John Muir and Audrey Jacobs Memorial Life Sciences Scholarship
Harold Jacobs Environmental Studies Scholarship for Continuing Students
Harold Jacobs Environmental Studies Scholarship for Transferring Students
Mary E. Jacobs Scholarship
Janakes Family Scholarship
Arthur Janea Learning Skills Grant
Fred E. Jenner Native American Scholarship
Thomas A. Jerrell Memorial Chemistry Scholarship
Thomas A. Jerrell Memorial Earth Science Scholarship
Thomas A. Jerrell Memorial Engineering/Physics Scholarship
Dorothy C. Johnson Memorial Scholarship
Margaret Halliday Johnson Nursing Scholarship AON
Jack Jones Sebastopol Hardware Scholarship
Kay Jordan Memorial Speech Scholarship
Peter A. Jorgensen Memorial Award
Laurie D. Judson Scholarship
William Justman Memorial Automotive/Welding Technology Scholarship
Martin T. Karpa Memorial Vocational Scholarship
Alice Streeter Kellar Art Scholarship
Robert C. Kelley English Scholarship
Paul and Lucile Kelly Art Scholarship
Keppel, Fran and George Everett Scholarship
Emeline Kersey Memorial Culinary Scholarship
Alan B. Kiel Scholarship
Pat Kinarhon Memorial Award for Soccer Students
Joseph E. Kinberg Memorial Scholarship
Kirkwood-Bly Civil Engineering Scholarship
Kiwanis Club of Petaluma Community Service Scholarship
Kiwanis Club of Sebastopol Native American Scholarship
Lenore and Howard Klein Foundation Scholarship
Anna Kong Humanitarian Scholarship
Dr. Pearl Konttas Transferring Student Scholarship
Dr. Pearl Konttas Continuing Student Scholarship
Dr. Pearl Konttas Reentry Scholarship
Dr. Pearl Konttas Continuing Student Scholarship
Dr. Pearl Konttas Reentry Scholarship
Dr. Pearl Konttas Multi-Year Scholarship
Dr. Pearl Konttas, Reentry Scholarship
Dr. Pearl Konttas EOPS Scholarship
Dr. Pearl Konttas Exam Fee Award
John Warren Gripe Memorial Fire Technology Scholarship
F. and C. Lahm Family Memorial Child Development Scholarship
F. and C. Lahm Family Memorial Dental Assisting Scholarship
F. and C. Lahm Family Memorial Dental Hygiene Scholarship
F. and C. Lahm Family Memorial EOPS Scholarship
F. and C. Lahm Family Memorial Continuing Student Scholarship
F. and C. Lahm Family Memorial Transferring Student Scholarship
F. and C. Lahm Family Memorial Multi-Year Scholarship
F. and C. Lahm Family Memorial Radiologic Technology Scholarship
F. and C. Lahm Family Memorial Part-Time Reentry Scholarship
F. and C. Lahm Family Memorial Teaching Scholarship
F. and C. Lahm Family Memorial Vocational Nursing Scholarship
F. and C. Lahm Family Memorial Vocational Scholarship
Lamb Family Reentry Scholarship
Edwin Langhart Memorial History Scholarship
Maurice Lapp Memorial Scholarship
Joan-lee LaSalle Memorial Theatre Arts Scholarship
Nancy Lee Lawry Child Development Scholarship
Mildred E. Laythe Spring Lake Village Employees Scholarship
LeBaron Photography
Bruce Leonard Lee Memorial Technical Theatre Scholarship
Mike Lee Memorial Viticulture Scholarship
Sandy and Bryan Lee Memorial Athletic Scholarship
R. Elton Leith ESL Scholarship
Lewupe-Garcia Teaching Scholarship
Alex Ling Memorial Scholarship for International Students
Margaret Ling Vocational Nursing Scholarship
The Leona Dixon Lisignoli and Reno Lisignoli Police Officer Standards and Training Scholarship
The Leona Dixon Lisignoli and Reno Lisignoli SRT Scholarship
The Leona Dixon Lisignoli and Reno Lisignoli Vocational Scholarship
George Littrell Horse Management Scholarship
Livingston Radiologic Technology Highest Achievement Award
LoCoco Legacy Horticulture Scholarship
Glenn H. and Mildred B. Long Music Scholarship
Glenn H. and Mildred B. Long Multi-Year Music Scholarship
Joseph M. Long Award
Jose David Lopez Memorial Scholarship
The Loring Smart Rust Scholarship
Elrose G. and John B. Laumosho Scholarship
Sanford L. Lowe Scholarship for Excellence in Critical Religious Studies
John Patrick Lynch Memorial Journalism Scholarship
Jimmy MacDonald Peace Officers Scholarship
Margaret Donovan Macay Memorial History Scholarship
Albert and Helen Maggini Public Service Award
Patricia Maggina Memorial Art Scholarship
Jon Magoon Memorial Fund
Herald and Connie Mahoney Scholarship for Petaluma Campus Students
Jeanette Mancini Mitchell Scholarship
Paul Mancini Memorial Agriculture Scholarship
Alumni and Betty Mann Memorial Agriculture Scholarship
Audrey Call Marchetti Music Scholarship
Marin County Retired Teachers Association Scholarship
Marin Management Scholarship
Marine Corps League Santa Rosa Detachment 686 Scholarship
Scholarships and Awards

Eve Martinelli Family Memorial Scholarship for El Molino High School Graduates
Crystal Hentze Marvin Memorial Scholarship Fund
Mary’s Pizza Shack Scholarship in Memory of Mary Fazio
Jim Mathiesen Memorial SIRC Police Academy Scholarship Fund
John Thomas Efrem Mattern Memorial Debate Scholarship
Joyce E. Mattern Memorial EOF Student Transfer Student Award
Matthews, Lieutenant Richard Lee Memorial Law Enforcement Scholarship
Matti American Cultures Scholarship
James R. Mazzeo, Sr. and Dagmar Petersen Mazzeo Memorial Scholarship
Susie McCombs Memorial Scholarship
John L. McDonald, M.D. Paramedic Education Scholarship
MECHA de SRJC Scholarship
Harrison Mecham Memorial Scholarship for Petaluma Residents
Robert Medley Memorial Chemistry Department Scholarship
Linda Meekler Honors Society Award
Sydney and Laurie Miller Memorial Scholarship
Men’s Garden Club of Santa Rosa Scholarship
Peggy Page Merga Reentry Scholarship
MESA Quest for Excellence Award
Doris Meyer Memorial Consumer and Family Studies Scholarship
Mary Anne Michaels Outstanding Student Award
Joan G. Michael Culinary Arts Scholarship
Stan and Rose Michael Sustainable Agriculture Scholarship
Dr. Roy G. Miklason Scholarship for Students Pursuing Advanced Degrees
Milden-Mortensen 7-11 Petaluma Lions Club Scholarship
Ryan Miller Leadership Award
Gladys Dallman Milner Memorial Environmental Studies Scholarship
Dr. Nathan B. Miron Memorial Music Scholarship
Coach Bob Miyashiro Transfer Scholarship
Monsson Family Scholarship
Montgomery Village Lions Club Student Leader Scholarship
Ida Morgan Memorial Transferring Scholarship
Genevieve Mott Memorial Literary Scholarship
Fermin Murillo-Gonzalez Memorial Scholarship
Henry B. Murphy Memorial Scholarship
My Dog Molly Memorial Scholarship for Veterinary Technicians
Clark and Jo Nattkemper Science Education Scholarship
Randall J. Neff Memorial Teaching Scholarship
Bev Neiger Art Scholarship
Jay Neiger Culinary Arts Scholarship
Wilma M. Nelson Scholarship
Randolph Newman Scholar Award
Randolph Newman SIRC Alumini Awards Student Service Award
Randolph Newman Outstanding Transferring Student Leadership Award
Randolph Newman Outstanding Continuing Transferring Student Leadership Award
Chester Nichols Memorial Forest Technology Scholarship
Ellis Nixon Life Sciences Scholarship
North Bay Italian Cultural Foundation – Italian Language Scholarship
North Bay Wool Growers Auxiliary Betty and Oscar Mann/Harlan Wagner Memorial Scholarship
Northern California Farmworker Scholarship
Non-Traditional Occupations Scholarship for Reentry Students
North Coast MAC Users Group, Roger Levit Memorial Scholarship
North Coast Wine and Visitor Center Wine

Studies Work Experience Scholarship
North California Concierge Association Scholarship
Mildred Norton Memorial Art Scholarship
Mildred Norton Memorial Music Scholarship
Nuns of the Above
Oakmont Art Association Scholarship
Mango O’Brien Business Scholarship
Laura O’dea Memorial Scholarship
Judy Olin Memorial Landscape Design Scholarship
Steve Olson Outstanding Agricultural Scholar – Leader Award
Frank Oman Memorial Construction Technology Scholarship
Omega Nu Bunnii Copdell Memorial History Scholarship
Omega Nu Helen Staat Gomman Memorial Literary Scholarship
Pat O’Neill Memorial Business Administration Scholarship
Other Scholar Award
Osher/Lahn Scholar Award
Augusta Osman Transferring Scholarship
L.R. Ottinger Memorial Scholarship for Students from Lake County
Patrick Pacheco Memorial Teaching Scholarship for English Majors
Dr. Chung Park Transferring Scholarship
Robert Lewis Parker Memorial Administration of Justice Scholarship
Professional Association of Sonoma County Scholarship (PASCO)
Ducia Patchett Teaching Scholarship
Patricia Becker Pedersen Agriculture Scholarship
William O. Pedersen Music Scholarship
William O. and Patricia B. Pedersen Business Scholarship
John A. Pedroncelli, Jr. Scholarship
Marianne Pedroncelli Italian Studies Scholarship
Daniel L. Peletz Memorial Education Scholarship
Harold Peletz Memorial Business Administration Scholarship
Ruth Bailey Peletz Adult Multi-Year Reentry Scholarship
Ruth Bailey Peletz Adult Reentry Scholarship
Ruth Bailey Peletz Adult EOF Scholarship
PED Chapter H, Marge Stevenson Memorial Nursing Scholarship
PED Chapter JO, Santa Rosa Reentry Scholarship
PED Chapter MH, Sebastopol Reentry Scholarship
PED Chapter TH, Santa Rosa Reentry Scholarship
PED Chapter UW, Petaluma Book Award
Petaluma Arts Association Scholarship
Petaluma Campus Student Service Award
Petaluma Women’s Club II Scholarship
Randy Peeton Memorial Machine Tool Technology Scholarship
Bernard C. Plover Memorial Transferring Scholarship
Tony Pompeo Memorial Music Scholarship
Victor A. (Vic) Pozzi Scholarship
David L. Proctor Memorial Scholarship
Elizabeth Quandt Art Prize Scholarship
Marian J. Quill Education Scholarship
Dr. Catherine Quinlan Memorial Transferring Scholarship
Barbara A. and William B. Race Health Sciences Scholarship
Margaret Kraemer Rainwater Memorial Scholarship
Joe and Sheila Rapaport Memorial Nursing Scholarship
Pearl Foster Ravenscroft and Henry A. Ravenscroft Memorial Music Scholarship
Catherine Raymond Environmental Conservation Scholarship
Redwood Empire Classic Chevy Club Scholarship
Redwood Empire Dental Society Paul Levine, D.D.S. Memorial Scholarship

Redwood Credit Union Scholarship
Redwood Empire Construction Specifications Institute Scholarship
Wesley Charles “Chuck” Reid and Constance “Come” Louise Freathy Reid Memorial Scholarship
Rachel Rhodes Memorial Nursing Scholarship
Lynn and Leonard Riepenhoff Scholarship Fund
Mary Rifo Scholarship for ESL Students
Riley Street Art Award
Rincon Valley Women’s Club Scholarship
Rincon Valley Women’s Club Associate Degree of Nursing Scholarship
Marsha Root Memorial Scholarship
Jason David Rolle Memorial Chemistry Scholarship
Fred and Jesse Rosenberg Memorial Transferring Scholarship
Rotary Club of Sebastopol
Rotary Club of Santa Rosa – Spence and Shirley Flourey Memorial Scholarship
Rotary Club of Santa Rosa Foundation President’s Scholarship
Rotary Club of Santa Rosa Foundation Trustees Scholarship
Larry Bello Memorial Occupational Scholarship
John E. Brown Memorial Veteran’s Scholarship
Rotary Club of Santa Rosa – Jack Lever Memorial Scholarship
Rotary Club of Santa Rosa – Christopher Wood Memorial Scholarship
Rotary Club of West Santa Rosa Scholarship
Hans Roth Memorial Scholarship
Jack and Mattie P. Rudinow Peace Scholarship at SRJC
Russian River Rotary Vitudicine Scholarship
Russian River Rotary Culinary Arts Scholarship
Nancy and Warren Road STEM Scholarship Fund
Joyce Ryneanron Memorial Athletic Scholarship
SANDS for a Sustainable Future Scholarship
Santa Rosa Evening Active 20-30 Club, Dee Duncan Memorial Scholarship
Santa Rosa Garden Club Scholarship
Santa Rosa Garden Club Marjone Ogard Floral Award
Greg Sarris Native American Scholarship
Saturday Afternoon Club Scholarship
Dan William Scannell Memorial Administration of Justice Scholarship
Marjorie Kerr Schaffner Memorial Art Scholarship
Marjorie Kerr Schaffner Most Creative Sketchbook Award
Carol Cochran Schaffner Education Multi-Year Scholarship
Carol Cochran Schaffner Education Scholarship
Geneva Scheiring Native American Scholarship
Richard F. Schneider Memorial Fund
August Sebastiani Memorial Native American Scholarship
Sequoya Floristry Scholarship
June L. Severns Memorial Electronic Technology Department Scholarship
Maralee Miller Shadle Nursing Transfer Scholarship
Bob Sharp Environmental Scholarship
Ella Sharmock-Avison Memorial Vocational Nursing Scholarship
John R. Shaw Ill Memorial Wrestling Scholarship
Andrew Shepard Memorial Scholarship for Student Athletes
Rita Shepherd Memorial Scholarship
Sheridan-Lyman Associate Degree Nursing Scholarship
Violet Sigrist Nursing Scholarship (VSN)
Violet Sigrist Nursing Scholarship (AVN)
Lloyd Silacci Memorial Automotive Technology Scholarship
June L. Silva Scholarship
Scholarships and Awards

Jeanne Simons New Horizons ESL Scholarship
Michael and Mary Sims Scholarship
Ernestine I. Smith Scholarship
Kim Y. Smith Floristry Scholarship
Megan E. Smith Scholarship for Students with Disabilities
Winfield Smith Memorial Firefighters Scholarship
Joseph Smyth Memorial Reentry Scholarship
John M. Soares Memorial Economics Scholarship
Sonoma County Abalone Network - George Lawry Scholarship
Sonoma County Chorus, Chester Beck Memorial Scholarship
Sonoma County Employer Advisory Council Scholarship
Sonoma County Employer Advisory Council Veterans Scholarship
Sonoma County Farm Trails Memorial Scholarship
Sonoma County Farm Trails John Smith Memorial Scholarship
Sonoma County Junior College District Police Department Scholarship
Sonoma County Law Enforcement Association Scholarship
Sonoma County Mayors’ Committee on Employment of People with Disabilities (SCMCEPD) Educational Scholarship
Sonoma Mission Gardens Scholarship
Sonoptimist International of Santa Rosa, Claire Saffell Memorial Music Scholarship
Sonoptimist International of Santa Rosa, Vera McCulloch Scholarship
Sonoptimist International of Santa Rosa, Dora Finamore Memorial Scholarship
Sonoptimist International of Santa Rosa, Live Your Dream Award
Sonoptimist International of Santa Rosa, Genevieve Mott Memorial Scholarship
Southport Land and Commercial Company Scholarship
Vern Spencer Scholarship Fund
Dr. Curtis Sprenger Vocal Music Scholarship
Spring Lake Village Residents Nursing Scholarship (ADN)
Spring Lake Village Residents Nursing Scholarship (LVN)
Kenneth Allen Sprenger Memorial Music Scholarship
SRJC Administration of Justice Book Awards: Klaas-Maughmer
SRJC Alumni and Friends Outstanding Faculty Recognition Award
SRJC Alumni and Friends Association Scholarship
Honoring Dr. Roy G. Mikalson
SRJC Tom Bower Theatre Arts Scholarship
SRJC College Skills Student Achievement Award
SRJC Engineering/Physics Department Memorial Scholarship
SRJC Horticulture Book Award
SRJC Irish Club Scholarship
SRJC Mathematics Department, Milton Hoehn Scholarship
SRJC Puente Transfer Scholarship
SRJC Radiologic Technology Scholarship
SRJC Retirees and Associates Scholarship
SRJC Scholarship for Continuing/Transferring Students
SRJC Marjorie A. Schultz Dance Scholarship
SRJC SRT Endowed
SRJC Student Equity Award
SRJC TEC Most Exemplary Member
SRJC Tutorial Center, Rich Abrahams Student Achievement Award
SRJC Wine Classic Scholarship
SRJC Women’s Staff and Faculty Support Network Reentry Scholarship
George O. Stewart Memorial Scholarship
Betty Jane Sthymmel Memorial Scholarship
Sharon E. Stockham Scholarship
Julie Stone Memorial Scholarship
Julie Stone Memorial Scholarship, Human Services
Sueños Scholarship
Sutter Medical Center Auxiliary Endowed Scholarship
Bill and Hilde Sweeney Theatre Arts Scholarship
Clarence “Cook” Sypher Memorial Scholarship
Sanford K. Thollaug Memorial Scholarship
Richard Thomas Wine Industry Scholarship
Thuestad Single Parent Scholarship
Mary Clifton Tilley Memorial Scholarship
Pat Toppano SRJC Classified Senate Scholarship
Dr. Thomas M. and Sandra Torgerson Nursing Scholarship
Dwight and Janet Tracy Vocational Scholarship
Everett J. Traverso Scholarship
Frank Trejo Memorial Scholarship
Rhodes and Margaret B. Trussell Teaching Scholarship
Rhodes and Margaret B. Trussell Human Services Award
Margaret B. Trussell International Students Scholarship
Dr. Arthur Tye Memorial Life Sciences Scholarship
Undocumented Student Union Scholarship
United Cerebral Palsy of the North Bay Scholarship
Patricia Van Schaack Dental Assisting Scholarship
Grace Comstock Van Zee Memorial Scholarship
Yarenne Employees Scholarship
Luis Vázquez Memorial Scholarship
The Villa Family Scholarship honoring Laura Aspinall
Robert W. “Whitney” Waldron Memorial Administration of Justice Scholarship
Harold M. Walker Memorial Civil Engineering Scholarship
Wait Walters Memorial Viticulture/Enology Scholarship
Izaak Walton Forestry Award
William and Shirley Ward Scholarship
Watercolor Artists of Sonoma County Scholarship
Mattie M. Washburn Memorial Scholarships for Windsor Students
Jerry Waxman Memorial Scholarship
Zana T. Weaver Memorial Transferring Scholarship
Welfare League Rose Aleshin Memorial Child Development Scholarship
Welfare League Rose Aleshin Memorial Dental Hygiene Scholarship
Welfare League, Inc. Lesta Boyle Health Sciences Scholarship
Emma Hendrickson Wells Scholarship
Douglas L. and Philemona Whited Memorial Nursing Scholarship
Robert J. Whitening Reentry Scholarship for Part-time Trade Technology/Vocational Students
Robert J. Whiting Transferring Scholarship
Robert J. Whiting Construction Technology Scholarship
Robert J. Whiting Diesel Equipment Technology Tool Award
Robert J. Whiting Vocational Scholarship
Mary DeBuhr Wilber Disability Resources Education Scholarship
James E. Wilcox Memorial Engineering Scholarship
Ed Wilkinson Memorial Administration of Justice Scholarship
Williams Scholarship
William and Violet Williams Vocational Nursing Scholarships
William and Violet Williams Engineering Scholarships
William and Violet Williams Physics Scholarships
Audrey Marie Wittey Memorial Transferring Scholarship
Audrey Marie Wittey Memorial Vocational Scholarship
Windsor Garden Club Scholarship
William and Violet Williams Remembrance Scholarship
Women at Ground Zero Scholarship
Women for WinSens® Napa/Sonoma Chapter
Women In Philanthropy Health Sciences Internship
Women of the Moose, Santa Rosa Lodge #310
Dr. Richard Gary Wong Scholarship for Santa Rosa High School Graduates
Al Wooton Memorial Scholarship
Rebecca and AI Worden Memorial Art Scholarship
Juanita Wyatt Memorial Nursing Scholarship
Mary and Joseph Yurora Scholarship
Richard Kyle Young Memorial Wrestling Scholarship
Ed and Elmer Zumwalt Automotive Technology Scholarship
Don Zumwalt Scholarship

Women, Youth, and Families

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SECTION 6

DEGREE, MAJOR, AND CERTIFICATE PROGRAMS

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Disclaimer

The Sonoma County Junior College District has made every reasonable effort to ensure the accuracy of the information provided in this Catalog at the time it was published. However, the provisions of this Catalog are not to be regarded as an irrevocable contract between the student and the College. The College reserves the right to change any provision or requirement at any time, taking precautions that such changes do not cause a hardship on students enrolled. Students are advised that the District Policy Manual www.santarosa.edu/polman is the official document which contains the most up-to-date SRJC policies and procedures and governs student academic rights and responsibilities. Students should consult the current Schedule of Classes or the college website www.santarosa.edu for supplementary information.
Associate in Arts and Associate in Science Degrees

The Associate in Arts and Associate in Science degrees can be earned at Santa Rosa Junior College. Requirements for graduation with an Associate's Degree are prescribed by the California Community College System and the Board of Trustees of SRJC. It is the student’s responsibility to submit an Application for Degree by the deadline date during the semester in which he/she plans to complete the requirements. Official transcripts from all colleges previously attended should be submitted as part of the graduation evaluation process. Applicants are notified by mail of their eligibility for the degree.

Commencement exercises for August and December graduates and candidates for May graduation are held on a Saturday morning at the close of the semester in May. The graduation date is recorded on the student’s permanent record at the end of the semester in which the requirements are met. Diplomas are mailed approximately four weeks later.

Associate Degree for Transfer

The Associate in Arts for Transfer (AA-T) and Associate in Science for Transfer (AS-T) are new Associate Degrees designed to prepare students for transfer to the CSU system and earn an Associate Degree using the same requirements. They are intended to make it easier for CSU-bound students to successfully transfer by having universal lower-division major requirements for all 23 CSU campuses. Students can prepare to transfer to the CSU system using just one set of preparation courses for their major rather than having to meet different requirements for multiple campuses.

- In general, the Associate Degrees for Transfer offer a streamlined process for those transferring to the CSU system. There are other benefits as well:
  - Guaranteed priority admission with junior status to a CSU campus with a “similar” major;
  - GPA bump of .10 or .20 when applying to an impacted campus or major;
  - Students can receive priority admissions to their local CSU campus to a major deemed similar to the AA-T or AS-T major;
  - After transfer to CSU, guaranteed degree completion within 60 semester units at the CSU

ASSOCIATE DEGREE FOR TRANSFER (A.A.-T OR A.S.-T):

1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   a. General Education Pattern Option B: the California State University General Education-Breadth requirements OR General Education Pattern Option C: The Inter-segmental General Education Transfer Curriculum (IGETC) (in some instances the A.A.-T/A.S.-T will only allow for Option C, please be sure to check the specific TMC Template); and
   b. The Minimum degree specific semester units as required for each Associate in Arts or Associate in Science Transfer major.
2. Obtain an overall minimum grade point average of 2.0
3. Earn a grade of “C” or better in all courses required for the Associate in Arts or Associate in Science Transfer major.

The above requirements must be completed by the end of a Spring Semester if transferring in Fall. Also, please note that a higher GPA is generally required for majors declared impacted or in high demand - please check with a Counselor for more specific information.

General Education Statement of Philosophy

The General Education requirements for the Associate degree at Santa Rosa Junior College are intended to provide students with a broad yet integrated and coherent introduction to the skills, knowledge, and insights that are the foundation of a college education, the basis for career development, and the motivation for lifelong learning. The goal of General Education is to enable each student to recognize the value of intellectual inquiry, of physical well-being, of personal responsibility, and of ethical behavior; to discover the interdisciplinary nature of knowledge; to find joy in the process of self-discovery and creative expression; and to demonstrate critical awareness of and informed participation in the natural and social worlds in which we live. The intent of the educational ideals embodied in general education courses is to cultivate in each student:

An understanding of scientific principles and methods of inquiry.
An understanding of the complex and interdependent world and biosphere in which we live, including the issues that are essential to the long term well-being of the natural world and to the human community as part of that world.
Knowledge and appreciation of the arts, ideas, and values expressed in the world’s cultural traditions.
An understanding of history, the political and economic practices of societies, and the social and psychological dimensions of human behavior.
An understanding and appreciation of the differences and commonalities that exist within the pluralistic society of the United States, including the rights and responsibilities of participating within its democracy.

The completion of General Education at Santa Rosa Junior College represents a substantial achievement that has ongoing, lifelong value to the individual and to society.

GENERAL EDUCATION REQUIREMENTS

The College shall maintain a current listing of general education requirements for the AA/AS degrees and make them available in the College Catalog and the Schedule of Classes. Changes to the General Education requirements and to the AA/AS degrees shall be reviewed by the Board of Trustees.

The general education requirements for the California State University system and the Intersegmental General Education Transfer Curriculum (IGETC) are also published in the College Catalog and the Schedule of Classes.

Policy 3.1 Revised May 2013

Degree Requirements

A student must fulfill all of the following degree requirements in order to receive an Associate in Arts or an Associate in Science Degree:

GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE’S DEGREE

Students have three options in meeting the General Education requirements toward earning an Associate in Arts or an Associate in Science Degree at Santa Rosa Junior College.

These three options are the following:

OPTION A
Complete the 23 units of the Associate's Degree General Education course requirements and the math competency requirement.

or

OPTION B
Complete the California State University (CSU) General Education requirements (full certification).

or

OPTION C
Complete the Intersegmental General Education Transfer Curriculum (IGETC) (full certification).

MAJOR REQUIREMENTS

To receive an Associate's Degree a student must complete a major course of study of at least 18 college units from the SRJC list of approved majors. A major provides coherence, focus, depth, sequencing, and synthesis of learning. A course may be used to satisfy both a General Education requirement and a major requirement (Title 5, 55806). Within the major, a course may not be used more than one time to meet a major requirement. A student may submit a request for course substitution for major requirements. The course substitution form for the major is required if the student wishes to use a course for an Associate's Degree major that is different than the curriculum listed in the Catalog and on the Web site. The form can be obtained in the Admissions and Records Office. The student must then submit the form to the appropriate department for approval. Consultation with a counselor is highly recommended to assist the student with the process.

Major programs are listed in this Catalog; the most current list of majors is available at the SRJC Web site at www.santarosa.edu/majors.
UNIT REQUIREMENT
A student must complete a minimum of 60 units in courses numbered 1-299. Courses numbered 300-899 are designed to meet a variety of student needs and are not applicable toward Associate’s Degree requirements. Students should plan their course of study carefully with the assistance of a college counselor.

Residence Requirement A student must be enrolled during the semester in which the degree is granted. A minimum of 12 units must be completed at Santa Rosa Junior College.

SCHOLARSHIP REQUIREMENT
A student must have an overall minimum grade point average (GPA) of 2.00 (“C”) or better in all Santa Rosa Junior College and transferred coursework submitted toward the degree. For all students admitted for the fall 2009 term or any term thereafter, a grade of “C” or better, or “P” if the course is taken on a pass/no pass basis, is required for each course applied toward the major.

Catalog Rights
Graduation requirements for an Associate’s Degree are determined according to the Catalog in effect at the time of initial enrollment. In order to maintain catalog rights, a student must be in continuous enrollment, that is, enrollment in at least one credit course during each successive academic year.

For the purpose of catalog rights, the academic year begins each fall and ends with the subsequent summer session. When a break in enrollment occurs, graduation requirements are determined according to the Catalog in effect when enrollment is resumed. Students may choose to graduate under the Catalog in effect at the time that they apply for the Degree.

Continuous Enrollment
Students who do not remain in continuous enrollment are subject to all academic policies and requirements as stated in the college Catalog in effect at the time of their resumption of enrollment. Continuous enrollment is defined as enrollment in at least one credit course during each successive academic year.

Degree Honors
Degree honors are determined by the student’s overall grade point average and includes transfer coursework submitted to SRJC. A student who has maintained a GPA between 3.20 and 3.39 will be graduated with honors; 3.40 and 3.59, with high honors; and 3.60 or higher, with highest honors.

Additional Associate’s Degrees
Students who already possess an associate in science or associate in arts from Santa Rosa Junior College may be awarded an additional degree upon completion of the following:
1. All requirements in a major in a different field of study. Previous coursework may be used.
2. Any new areas of General Education in effect at the time the student re-enrolls if there has been a break in enrollment. (Please refer to Catalog Rights.)

Students seeking an Associate’s Degree after having received an Associate’s Degree from another regionally accredited community college may be awarded an additional Associate’s Degree upon completion of the following:
1. All requirements in a major in a different field of study.
2. Twelve units in residence.
3. SRJC General Education areas not fulfilled at the previous institution.

Students who already possess a Bachelor’s Degree or higher from a regionally accredited institution of higher education may be awarded an Associate’s Degree upon completion of the following:
1. All requirements in a major in a different field of study.
2. Twelve units in residence.
3. A bachelor’s degree or higher from a regionally accredited college in the United States will be accepted as fulfilling the General Education and Library and Information Resources (LIR) requirements for graduation.

Policy 3.2 Revised December 2012

Transfer Credit Evaluation
Lower division credit is accepted for transfer from colleges accredited by recognized regional accrediting associations, but not if it duplicates credit for courses taken at Santa Rosa Junior College.

Official transcripts of all previous schooling should be sent directly to the Admissions and Records Office for evaluation. In-person submittals of official transcripts will only be accepted if delivered in a sealed envelope from the issuing institution. Transcripts will be evaluated after the student submits the Transfer Credit Evaluation Form available online at: http://admissions.santarosa.edu/forms. All transcripts become part of each student’s permanent SRJC record and will not be released to other institutions or third parties.

ADVANCED PLACEMENT CREDIT
Santa Rosa Junior College awards credit for College Entrance Examination Board (CEEB) Advanced Placement (AP) Exams with scores of 3, 4, or 5. Students must have official AP score reports sent by the College Board to the SRJC Office of Admissions, Records, and Enrollment Development for evaluation.

To view a chart listing SRJC course comparability and detailing how AP Exams meet General Education requirements, visit the SRJC Web site at www.santarosa.edu/articulation — click on “SRJC Credit for Advanced Placement Exams.” Please note that a few departments require a score of 4 or 5 to fulfill specific course requirements or place conditions on the award of credit.

See the section on Assessment in this catalog for information on exemption from placement tests in math, chemistry, or English with AP scores of 3 or higher.

Please consult an SRJC Counselor about AP credit earned prior to 2011-12 or to discuss how AP credit fits into your educational plan. This is especially important for those intending to transfer to a four-year college or university, since each campus determines how AP Exams will apply toward credit in a major.

MILITARY CREDIT
Four units of credit are granted for honorable completion of basic training of United States military training as evidenced by a copy of the separation paper (DD214) on file in the Admissions and Records Office.

Additional credit for military courses may be granted upon evaluation of course content and as recommended in the American Council on Education Guide. Evidence of completion must be submitted to the Admissions and Records Office.

INTERNATIONAL BACCALAUREATE CREDIT
Credit for International Baccalaureate (IB) is granted for a limited number (some) Higher Level IB exams. No credit is granted for the subsidiary level exams. An official IB transcript must be submitted for credit review.

FOREIGN COURSEWORK
Credit may be awarded for foreign coursework after evaluation by a credentialed evaluation agency and review by the A & R office. A list of agencies recognized by SRJC may be obtained from A & R or the counselor.

Any credit granted by SRJC is subject to re-evaluation by any other college.

For more information, please visit: http://admissions.santarosa.edu/incoming-sending-transcripts-srjc
### SANTA ROSA JUNIOR COLLEGE

**Associate Degree Graduation Requirements and General Education Option A – 2016-17**

- **60 UNITS (courses # 1-299)**
- **G.E. REQUIREMENTS**
- **RESIDENCE REQUIREMENT (12 units completed at SRJC)**
- **MAJOR REQUIREMENTS**
- **MINIMUM 2.0 GPA**
- **ENROLLMENT DURING SEMESTER OF GRADUATION**

Please note that there are different GE requirements for transfer to a 4-year college or university. See page 2 for GE options and additional associate degree information. Students should consult the latest Schedule of Classes and discuss their educational plan with a counselor. For information on using Advanced Placement (AP) credit to fulfill GE requirements, see AP Exam Score Chart at [http://articulation.santarosa.edu/students](http://articulation.santarosa.edu/students)

#### GENERAL EDUCATION REQUIREMENTS - OPTION A

A course may be used only once to fulfill requirements in Areas A through G and Area I.

Directions: Circle or list coursework completed. Indicate if the coursework was completed at another college or through an [**LIR**](#)

<table>
<thead>
<tr>
<th>Area A - English Composition (Grade of C or better required to satisfy English competency)</th>
<th>4 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1A</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Area B - Communication and Analytical Thinking</th>
<th>3 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>APTECH 90A, 90B</td>
<td>BAD 52</td>
</tr>
<tr>
<td>BMG 53</td>
<td>COMM 5, 6</td>
</tr>
<tr>
<td>CS 5</td>
<td>ENGL 5</td>
</tr>
<tr>
<td>PHIL 3, 4, 5</td>
<td>PHYS 1</td>
</tr>
<tr>
<td>SPCH 1A, 3A, 9, 60</td>
<td>-- OR --</td>
</tr>
<tr>
<td>MATH 1A, 1B, 4, 9, 10, 15, 16, 25, 27, 58, 101, 155</td>
<td></td>
</tr>
</tbody>
</table>

Courses underlined also meet the Mathematics Competency Requirement for graduation and must be completed with a grade of C or better (or P). MATH 101 is the suggested Area B and Mathematics Competency course for non-transfer students. (See other options for completion of Mathematics Competency below.)

<table>
<thead>
<tr>
<th>Area C - Natural Sciences</th>
<th>3 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Sciences: ASTRON 3, 4</td>
<td>CHEM 1A, 1B</td>
</tr>
<tr>
<td>4</td>
<td>4A, 4B, 42, 60</td>
</tr>
<tr>
<td>METRO 10</td>
<td>ENVS 12</td>
</tr>
<tr>
<td>PHYS 10, 11, 20, 21, 40, 41, 42</td>
<td>GEOG 4</td>
</tr>
<tr>
<td>PHYS 21</td>
<td>GEOL 1, 11, 20</td>
</tr>
<tr>
<td>SUSAG 50</td>
<td></td>
</tr>
<tr>
<td>Life Sciences: AGRI 10, 20</td>
<td>ANAT 1, 40, 58</td>
</tr>
<tr>
<td>ANTHRO 1</td>
<td>BIO 2.1, 2.2, 2.3, 10, 12, 13, 16, 25, 26, 27, 31</td>
</tr>
<tr>
<td>[P16]</td>
<td></td>
</tr>
<tr>
<td>BOTANY 10, 60</td>
<td>FDNT 10</td>
</tr>
<tr>
<td>MICRO 5, 60</td>
<td>NRM 12, 51</td>
</tr>
<tr>
<td>PHYSIO 1, 58</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area D - Social and Behavioral Sciences</th>
<th>3 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Sciences: AJ 25, 56</td>
<td>AGBUS 7</td>
</tr>
<tr>
<td>ANTHRO 3, 4, 21, 32</td>
<td>BAD 10</td>
</tr>
<tr>
<td>CHLD 10, 68, 90.1</td>
<td>COMM 7, 10</td>
</tr>
<tr>
<td>ECON 1, 2, 12</td>
<td>GEOG 3, 7</td>
</tr>
<tr>
<td>HIST 5, 8.1, 8.2, 17.1, 17.2, 18.1, 18.2, 20, 21, 22, 26, 30, 33</td>
<td></td>
</tr>
<tr>
<td>POLS 1, 2, 18, 25</td>
<td>SOCS 12</td>
</tr>
<tr>
<td>Behavioral Sciences: ANTHRO 2, 30</td>
<td>COUN 20, 74</td>
</tr>
<tr>
<td>PSYCH 1A, 1C, 3, 4, 5, 7, 8, 30, 34, 57</td>
<td></td>
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<tr>
<td>SOC 1, 2, 3, 10, 30</td>
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<table>
<thead>
<tr>
<th>Area E - Humanities</th>
<th>3 units</th>
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</thead>
<tbody>
<tr>
<td>Fine Arts and Humanities: ANTHRO 31, 43</td>
<td>ARCH 2.1, 2.2, 2.3, 15</td>
</tr>
<tr>
<td>ART 1.1, 1.2, 2.1, 2.2, 2.3, 3, 7</td>
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</tr>
<tr>
<td>DANCE 2</td>
<td>GD 15</td>
</tr>
<tr>
<td>HIST 1.1, 1.2, 4.1, 4.2</td>
<td>HUMAN 4.1, 4.2, 5, 6, 7, 8, 20, 21, 22</td>
</tr>
<tr>
<td>INTDIS 2, 4</td>
<td></td>
</tr>
<tr>
<td>MEDIA 4, 10, 14, 15</td>
<td>MUSC 6.1, 6.2, 7, 8, 9</td>
</tr>
<tr>
<td>RELS 1, 3, 6.66, 7, 8.15, 21, 22, 32</td>
<td>SPECH 2, THAR 1, 2, 6</td>
</tr>
<tr>
<td>Philosophy and Literature: ASL 1, 2, 3, 4</td>
<td></td>
</tr>
<tr>
<td>ENGL 1B, 2, 3, 7, 9, 10, 11, 12, 22, 25, 27, 30.1, 30.2, 31, 33, 36, 46.1, 46.2</td>
<td>ITAL 39.1, 70A</td>
</tr>
<tr>
<td>MODERN &amp; CLASSICAL LANGUAGE 1, 2, 3, 4</td>
<td>PHIL 6, 7, 8, 9, 10, 11, 12, 20, 21</td>
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<tr>
<td>SPAN 40</td>
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<table>
<thead>
<tr>
<th>Area F - American Institutions</th>
<th>3 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Courses may not be double-counted in Areas D or G</td>
<td></td>
</tr>
<tr>
<td>HIST 17.1, 17.2, 18.1, 22, 21</td>
<td>POLS 1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area G - American Cultures/Ethnic Studies (Effective Fall 1998)</th>
<th>3 units</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Cultures: AJ 25</td>
<td>ANTHRO 21</td>
</tr>
<tr>
<td>CHLD 68</td>
<td>COMM 7</td>
</tr>
<tr>
<td>COUN 74</td>
<td>HIST 20, 21, 22, 26</td>
</tr>
<tr>
<td>HUMAN 6</td>
<td>INTDIS 2</td>
</tr>
<tr>
<td>PHIL 9</td>
<td>PSYCH 34</td>
</tr>
<tr>
<td>RELS 32</td>
<td>SOC 30</td>
</tr>
<tr>
<td>SPAN 4</td>
<td>THAR 6</td>
</tr>
<tr>
<td>Ethnic Studies: ANTHRO 31, 32, 34, 43</td>
<td>ENGL 22, 31, 33, 36</td>
</tr>
<tr>
<td>MUSC 9</td>
<td>HIST 30</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area H - Global Perspectives and Environmental Literacy (Effective Fall 2004) (3 units)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>This requirement will double-count in one other area (Areas A - G)</td>
<td></td>
</tr>
<tr>
<td>Global Perspectives: ANTHRO 2, 30</td>
<td>ART 1.1, 1.2</td>
</tr>
<tr>
<td>BAD 10</td>
<td>ECON 1</td>
</tr>
<tr>
<td>ENGL 9</td>
<td>GEOG 3</td>
</tr>
<tr>
<td>HUMAN 5, 22</td>
<td>INTDIS 4</td>
</tr>
<tr>
<td>MUSC 8</td>
<td>PHIL 8, 11</td>
</tr>
<tr>
<td>RELS 7, 8, 15</td>
<td>THAR 1</td>
</tr>
<tr>
<td>Environmental Literacy: ANTHRO 1</td>
<td>BIO 12, 25</td>
</tr>
<tr>
<td>ECON 12</td>
<td>ENGL 10</td>
</tr>
<tr>
<td>ENV S 12</td>
<td>NRM 12</td>
</tr>
<tr>
<td>PHIL 12</td>
<td></td>
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<table>
<thead>
<tr>
<th>Area I - Information Literacy (Effective Fall 2002)</th>
<th>1 unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIR 10</td>
<td></td>
</tr>
</tbody>
</table>

#### Mathematics Competency Requirement
1. Complete an approved Area B mathematics course with a grade of C or better (or P), or
2. Achieve a satisfactory score on the Intermediate Algebra Competency Exam (ACE).

---

AA/AS 2016-2017 REVISED 5/13/2016 Articulation
2016-17 ASSOCIATE DEGREE INFORMATION

**Catalog Rights**
Graduation requirements for an associate degree are determined according to the Catalog in effect at the time of initial enrollment. In order to maintain catalog rights, a student must be in continuous enrollment; that is, enrollment in at least one credit course during each successive academic year. For the purpose of catalog rights, the academic year begins each fall and ends with the subsequent summer session. When a break in enrollment occurs, graduation requirements are determined according to the Catalog in effect when enrollment is resumed. Students may choose to graduate under the Catalog requirements in effect at the time of the petition to graduate.

**Unit Requirement**
Complete 60 or more units in courses numbered 1-299. Plan your course of study carefully with a counselor.

**Residence Requirement**
Enrollment during the semester in which the degree is granted. A minimum of 12 units must be completed at Santa Rosa Junior College.

**Scholarship Requirement**
A grade point average (GPA) of 2.00 (C) or better in all Santa Rosa Junior College and transferred coursework submitted toward the degree. For students admitted Fall 2009 or thereafter, a grade of C or better (or P) is required for each course applied toward the major.

**Major Requirements**
Complete a major course of study of at least 18 college units from the Santa Rosa Junior College list of approved majors. A course may be used to satisfy both a General Education requirement and a major requirement (Title 5, 55806). Within the major, a course may be used only one time to meet a major requirement. Major programs are listed in the college catalog; the most current list of majors is available at the SRJC website www.santarosa.edu/majors.

**General Education Requirements**
Students have three options in meeting the General Education requirements toward earning an Associate in Arts or an Associate in Science degree at Santa Rosa Junior College:
- Option A – Complete 23 units of general education credits as outlined by the Santa Rosa Junior College catalog, or
- Option B – Complete the California State University (CSU) General Education-Breadth requirements (full certification), or
- Option C – Complete the Intersegmental General Education Transfer Curriculum (IGETC) (full certification).

**English Competency Requirement beginning Fall 2009**
Complete ENGL 1A with a grade of C or better.

**Mathematics Competency Requirement for Option A beginning Fall 2009**
1. Complete an approved Area B mathematics course with a grade of C or better (or P), or
2. Achieve a satisfactory score on the Intermediate Algebra Competency Exam (ACE).

**Continuing or Returning Students**
Students enrolled prior to Fall 2009 should consult with a counselor for other possible options to demonstrate English and/or Math Competency.

**Degree Honors**
Degree honors are determined by the student’s overall grade point average and include transfer work submitted to SRJC. A student who has maintained a GPA between 3.20 and 3.39 will be graduated with honors; 3.40 and 3.59, with high honors; and 3.60 or higher, with highest honors.

**Multiple Majors**
It is possible for a student to be awarded more than one major upon graduation, providing that all requirements are met for each major. For multiple majors, a single diploma with all majors listed will be issued. If one major leads to an Associate in Arts and the other to an Associate in Science, two diplomas will be issued.

**Associate Degree for Transfer (AA-T or AS-T)**
Students pursuing an Associate Degree for Transfer (A.A.-T or A.S.-T) must utilize the Option B CSU GE Pattern or the Option C IGETC Pattern. For specific details and requirements please see https://portal.santarosa.edu/srweb/ProgramOfStudyDegrees.aspx and meet with a Counselor for Education Planning. Option A: Associate Degree Graduation Requirements and General Education Pattern is not allowed for use towards an A.A.-T or A.S.-T.

Students should discuss their education plan with a counselor. Students are encouraged to apply for the associate degree the semester prior to graduation. Students should apply for their degree by clicking on “Check myDegree progress” and completing a degree audit for their program of study in their student portal: www.santarosa.edu/portal.
SANTA ROSA JUNIOR COLLEGE
CSU General Education-Breadth Requirements and Associate's Degree Option B – 2016-17

SRJC will certify completion of 39 units of the 48-unit GE requirement for graduation from the CSU for students meeting the following pattern. The remaining nine units must be in the upper division of the degree granting institution. A minimum of 30 units in GE, including all of Areas A and B4, with grades of C or better in each course must be completed prior to transfer. P is acceptable (at SRJC P = “C” grade or better).

AREA A: English Language Communication and Critical Thinking: 9 units
One course required from each subarea A1, A2, and A3

<table>
<thead>
<tr>
<th>A1. Oral Communication</th>
<th>SPCH 1A, 60</th>
</tr>
</thead>
<tbody>
<tr>
<td>A2. Written Communication</td>
<td>ENGL 1A</td>
</tr>
<tr>
<td>A3. Critical Thinking</td>
<td>ENGL 5, PHIL 3, 5, SPCH 3A, 9</td>
</tr>
</tbody>
</table>

AREA B: Scientific Inquiry and Quantitative Reasoning: 9 units
Complete one course from each subarea A1, B2, and B4 plus B3 laboratory activity related to one of the completed science courses

<table>
<thead>
<tr>
<th>B1. Physical Science</th>
<th>ASTRON 3 (3L), 4 (4L), (12#)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 1A*, 1B*, 4A*, 4B*, 8*, 12A*[S00], 12B*[S00], 42*</td>
<td></td>
</tr>
<tr>
<td>ENVS 12, GEOL 4 (1L*), 11*[F07], 20*</td>
<td></td>
</tr>
<tr>
<td>METRO 10, (10L*)</td>
<td></td>
</tr>
<tr>
<td>PHYS 1, 10 (10L*), 11*, 20 (20L*), 21 (21L*), 40*, 41*, 42*, 43</td>
<td></td>
</tr>
<tr>
<td>PHYS 21* (AP or IB)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B2. Life Science</th>
<th>AGRI 10, 20*, ANAT 1*, 40*</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHRO 1 (1L*)</td>
<td></td>
</tr>
<tr>
<td>BIO 2.1*, 2.2*, 2.3*, 10*, 12, 13, 16*, 25*, 26, 27, 31*[F16]</td>
<td></td>
</tr>
<tr>
<td>BOTANY 10*, 60*</td>
<td></td>
</tr>
<tr>
<td>MICRO 5*, 60*</td>
<td></td>
</tr>
<tr>
<td>NRM 12+, 51*</td>
<td></td>
</tr>
<tr>
<td>PHYSIO 1*</td>
<td></td>
</tr>
<tr>
<td>AP or IB*</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B3. Laboratory Activity*</th>
<th>At least one 3-unit course from B1 or B2 must include a lab, or take a corresponding laboratory course.</th>
</tr>
</thead>
<tbody>
<tr>
<td># ASTRON 12 fulfills Area B3 only if taken with Astron 3 or 4.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B4. Mathematics/ Quantitative Reasoning</th>
<th>MATH 1A, 1B, 4, 9, 10, 15, 16, 25, 27, 58</th>
</tr>
</thead>
<tbody>
<tr>
<td>AP or IB*</td>
<td></td>
</tr>
</tbody>
</table>

AREA C: Arts and Humanities: 9 units
Complete three courses including at least one from C1 Arts and one from C2 Humanities

<table>
<thead>
<tr>
<th>C1. Arts</th>
<th>ANTHRO 43, ART 1.1, 1.2, 2.1, 2.2, 2.3, 3, 4, 5, 7A</th>
</tr>
</thead>
<tbody>
<tr>
<td>DANCE 2</td>
<td></td>
</tr>
<tr>
<td>GD 15 MEDIA 4, 10, 14, 15, MUSC 6.1, 6.2, 7, 8, 9, THAR 1, 2, 6</td>
<td></td>
</tr>
<tr>
<td>AP or IB*</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C2. Humanities</th>
<th>ANTHRO 31*[F07]</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASL 1, 2, 3, 4</td>
<td></td>
</tr>
<tr>
<td>ARCH 2.1, 2.2, 2.3, 15</td>
<td></td>
</tr>
<tr>
<td>ENGL 1B, 2, 3, 7, 9, 10, 11, 12, 22, 25, 27, 30, 31, 32, 33, 34, 46, 46.2</td>
<td></td>
</tr>
<tr>
<td>HIST 11, 1.2, 2, 3, 4, 2.1*, 4.1, 4.2</td>
<td></td>
</tr>
<tr>
<td>HUMAN 4.1, 4.2, 5, 6, 7, 8, 9, 20, 21, 22</td>
<td></td>
</tr>
<tr>
<td>INTDIS 2, 4</td>
<td></td>
</tr>
<tr>
<td>ITAL 39, 30A PHIL 6, 7, 8, 9, 10, 11, 12, 20, 21</td>
<td></td>
</tr>
<tr>
<td>RELS 1, 3, 6, 66, 7, 8, 15, 21, 22, 32</td>
<td></td>
</tr>
<tr>
<td>SPCH 2, FREN 2, GERM 1</td>
<td></td>
</tr>
<tr>
<td>HEBREW 1*[F91], ITAL 1, SPAN 1, 40 and any Modern or Classical</td>
<td></td>
</tr>
<tr>
<td>Language numbered 2, 3, 4</td>
<td></td>
</tr>
<tr>
<td>AP or IB*</td>
<td></td>
</tr>
</tbody>
</table>

Third course chosen from C1 or C2

AREA D: Social Sciences: 9 units
Complete three courses selected from at least two different disciplines

<table>
<thead>
<tr>
<th>AJ 56</th>
<th>AGBUS 7, ANTHRO 2, 3, 4, 21, 30*[SU04], 32, 34[S01]</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAD 10</td>
<td></td>
</tr>
<tr>
<td>CHILD 10+, 68</td>
<td></td>
</tr>
<tr>
<td>COMM 7, 10, COUN 20+</td>
<td></td>
</tr>
<tr>
<td>ECON 1, 2, 12</td>
<td></td>
</tr>
<tr>
<td>GEOL 3, 7</td>
<td></td>
</tr>
<tr>
<td>HIST 5, 8, 8, 12, 17, 17.1, 17.2, 18.1, 18.2, 20, 21, 22, 26, 30, 33, 34, 35, 40, 52, 56, 57+</td>
<td></td>
</tr>
<tr>
<td>POLS 1, 2, 18, 25</td>
<td></td>
</tr>
<tr>
<td>AP or IB*</td>
<td></td>
</tr>
</tbody>
</table>

| PSYCH 1A, 3+[F91], 4, 5, 7+, 8+, 30, 57+ |
| SOCS 12 |
| SOC 1, 2, 3, 10+[F11], 30 |

AREA E: Lifelong Learning and Self-Development: 3 units

<table>
<thead>
<tr>
<th>BAD 52</th>
<th>CHLD 10+[F88], 90.1</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 5, 6</td>
<td></td>
</tr>
<tr>
<td>CNIS 92</td>
<td></td>
</tr>
<tr>
<td>COUN 10*[F88], 20+, 53, 62, 90*[F86]</td>
<td></td>
</tr>
<tr>
<td>FDNT 10</td>
<td></td>
</tr>
<tr>
<td>HILE 5</td>
<td></td>
</tr>
<tr>
<td>KINES 53</td>
<td></td>
</tr>
<tr>
<td>NRM 12+[F88]</td>
<td></td>
</tr>
<tr>
<td>PSYCH 3+, 7+, 8+, 34, 35, 40, 52, 56, 57+</td>
<td></td>
</tr>
<tr>
<td>AP or IB*</td>
<td></td>
</tr>
</tbody>
</table>

| SOC 10+ |

+ CHLD 10; COUN 20; NRM 12; PSYCH 3, 7, 8, 57; SOC 10 - units may count in only one area.

CSU Graduation Requirement in U.S. History, Constitution and American Ideals:
Complete two courses, one course in U.S. History (US-1) and one course that fulfills both U.S. Constitution and California State & Local Government (US-2 + US-3). This CSU graduation requirement is not part of the 39-unit General Education-Breadth pattern; however, it may be completed prior to transfer. All CSUs allow these courses to double-count in Area D if certified by SRJC. AP exams in U.S. History and U.S. Government & Politics may fulfill US-1 and US-2; US-3 (California State & Local Government) cannot be met with AP credit.

<table>
<thead>
<tr>
<th>US-1:</th>
<th>HIST 17.1, 17.2, 18.1, 18.2, 21</th>
</tr>
</thead>
<tbody>
<tr>
<td>US-2:</td>
<td>FDNT 10</td>
</tr>
<tr>
<td>US-3:</td>
<td>FDNT 10</td>
</tr>
</tbody>
</table>

Effective terms are noted after some courses. For example, COUN 90 *[F86] denotes that this course must have been completed in the Fall 2006 semester or later to meet the CSU GE requirement. F = Fall, S = Spring, Su = Summer.

For more information about using Advanced Placement (AP) credit to fulfill general education requirements, see “SRJC Credit for Advanced Placement Exams” at www.santarosa.edu/articulation.

In addition to courses in General Education, major courses may be needed prior to transfer. Please check with a counselor. For the most recent articulation information, see www.assist.org.

CSUGE/2016-17 (Rev. 4/12/2016)

Date: __________________________
2016-2017 NOTES ON CSU GENERAL EDUCATION-BREADTH REQUIREMENTS

Students having 60 transferable semester units with a "C" average (2.0) will be eligible to transfer to a California State University providing a minimum of 30 units in GE, including all of Areas A and B, is completed with grades of C or better (or P). SRJC courses numbered 1 - 99 will transfer to the CSU for units. At some CSUs, GE completion may be a factor in admission to certain majors. Talk to your counselor about your major and target CSU campuses.

Completion of the CSU General Education Pattern (full certification) is one option (Option B) in meeting the General Education Requirements toward earning an Associate in Arts or an Associate in Science degree at Santa Rosa Junior College. Please refer to the Associate Degree Option A worksheet, page two, or the current SRJC Catalog for information on additional graduation requirements.

FULL Certification - Students admitted to a CSU campus with full certification may not be held to additional lower division General Education Requirements. Complete 39 lower-division semester units distributed as follows:

<table>
<thead>
<tr>
<th>AREA</th>
<th>UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>9</td>
</tr>
<tr>
<td>B</td>
<td>9</td>
</tr>
<tr>
<td>C</td>
<td>9</td>
</tr>
<tr>
<td>D</td>
<td>9</td>
</tr>
<tr>
<td>E</td>
<td>9</td>
</tr>
</tbody>
</table>

| 39 UNITS CERTIFIED |

SUBJECT-AREA Certification - Completion of one or more areas as stated above. Students admitted to a CSU campus with subject-area certification may not be held to additional lower division General Education coursework in the subject areas certified.

All students will be required to complete 9 upper division General Education units after transfer to the CSU.

Neither full certification nor subject-area certification exempts students from unmet lower division graduation requirements that may exist outside of the General Education program of the campus awarding the degree.

CSU Campus Notes

CHICO

Chico requires one course in each of the following areas for graduation.

U.S. Diversity: AJ 21; ANTHRO 21, 32, 34, 43; CHLD 68; COMM 7; COUN 74; ENGL 31, 33; HIST 21, 22, 26, 30; HUMAN 6; PSYCH 34; RELS 32; SOC 30; THAR 6.

Global Cultures: ANTHRO 2, 3, 30, 31; ART 1.1, 1.2; GEOG 3; HIST 1.1, 1.2, 5, 8.1, 8.2, 33; HUMAN 20, 21, 22; INTDIS 4; MUSC 8; PHIL 8, 11; RELS 15.

Check Chico catalog for majors that have approved GE modifications.

EAST BAY

College Writing II degree requirement: ENGL 1B or 5 or PHIL 5 or SPCH 9.

The following graduation requirements may also be met by upper division coursework after transfer:

Cultural Groups/Women: Complete one GE course that recognizes contributions to U.S. society made by cultural groups (African Americans, Asian Americans, Latin(a) Americans, Native Americans), women, and gays/lesbians.

Performing Arts & Activities: For information refer to www.assist.org — under "By Major" see Advising Information.

HUMBOLDT

Diversity & Common Ground graduation requirement: One domestic course and a second either domestic or non-domestic.

Domestic: ANTHRO 21, 43; ASL 5; CHLD 68; COMM 7; COUN 20, 24; ENGL 31, 33; HIST 18.1, 18.2, 21, 26, 30; HUMAN 6; INTDIS 2; PSYCH 34, 40; RELS 32; SOC 30; THAR 6.

Non-Domestic: FREN 3, 4; GEOG 7; HUMAN 5, 20, 21, 22; INTDIS 4; MUSC 8; PHIL 8, 11; SPAN 3, 4.

MONTEREY BAY

Language Proficiency Requirement: CSUMB graduation requirements suggest that upper division transfers should have completed level 3 or higher in a second language (for example, ASL 3, ITAL 3, FREN 3, GERM 3, SPAN 3). Transfer Students entering into (and graduating from) a high unit major who are either Areas A-E complete, or who transfer into CSUMB with 60 or more units, are exempted from the language requirement. For more information, including a list of high-unit majors and other pathways to meet the requirement, see http://catalog.csumb.edu/undergrad-education/language-proficiency-requirement.

Students who transfer to CSUMB with Area D fully satisfied (9 units) are not required to fulfill Community Participation.

SACRAMENTO

World Civilization GE requirement will be satisfied with HIST 1.1, 1.2, 4.1 or 4.2; however, students with Area C certified prior to transfer will not be held to this requirement.

Graduation Requirements:

Race & Ethnicity in American Society: Select one GE course from CHLD 68; COMM 7; COUN 74; HIST 21, 22; HUMAN 6; PHIL 9; PSYCH 34; SOC 30; THAR 6. (HIST 21 will also satisfy the U.S. History requirement.)

Second Semester Composition: ENGL 1B or 5. These courses can double-count for CSU GE.

Foreign Language Proficiency can be met with coursework or proficiency test (Consult an SRJC counselor for options). For more information see http://catalog.csus.edu/12-14/first%20100%20pages/baccalaureate requirments.html#BD.

SAN DIEGO

For admission consideration, upper division transfers must be fully GE certified and complete all major preparation courses listed in the SDSU catalog. For graduation, majors leading to the Bachelor of Arts in liberal arts & sciences require foreign language competency at the 3rd college semester or 4th year high school level in one foreign language or by exam. The Bachelor of Music and the Bachelor of Fine Arts in Dance also require completion of college level language courses. See the SDSU catalog under "Graduation Requirements for Undergraduate Degrees" for details on required language proficiency levels and special conditions for certain majors.

SAN FRANCISCO

Second Year Composition degree requirement: ENGL 1B or 5 or PHIL 5

Basic Information Competency for graduation: LIR 10 or 30 if completed within 5 years of student’s request for equivalency.

SAN JOSE

ENGL 1B or 5 or PHIL 5 or SPCH 9 meets a prerequisite for upper division writing. Completion of Area E before transfer to SJSU is recommended.

CAL POLY SLO

United States Cultural Pluralism graduation requirement: HIST 21 or MUSC 9.

SONOMA

Ethnic Studies: One course from ANTHRO 21, 32, 34, 43; ENGL 31, 33; HIST 21, 22, 26, 30; HUMAN 6; PSYCH 34; SOC 30.

Students may complete an additional course in Area B at SRJC and take an upper division Area E course after transfer.**

ENGR MAJORS

Engineering majors transferring to Chico, Fresno, Humboldt, Los Angeles, Northridge, Sacramento, San Francisco, San Jose, or Cal Poly SLO are not required to complete Area A3 – Critical Thinking for admission.** Please consult individual university catalogs for other GE modifications for Engineering majors.

VETERANS

All CSU campuses have elected to honor GE Breadth transfer certifications that clear Area E Lifelong Learning with a DD-214.

CSU GE Evaluation: After acceptance to a CSU, you will receive an evaluation of transfer credit. Review your GE evaluation, and if you have questions, contact the CSU evaluator. If you still have questions, call the SRJC Transfer Center (707-527-4874), so we can confer with the CSU campus for clarification.

CSUGE/2016-17 page 2 (rev. 4/12/2016) ** See a counselor about how this effects completion of Associate Degree requirements.
INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM  

SANTA ROSA JUNIOR COLLEGE  
Intersegmental General Education Transfer Curriculum (IGETC)  
and Associate’s Degree Option C – 2016-2017

Directions: Circle courses taken at SRJC, list courses taken at other colleges, indicate name of exam if requirement was met with AP or IB.

<table>
<thead>
<tr>
<th>Area 1 - English Communication</th>
<th>UC – Two courses required, one each from 1A and 1B</th>
<th>COMPLETED</th>
<th>REMAINING</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A English Composition:</td>
<td>One course, 3 semester/4 - 5 quarter units</td>
<td>AP</td>
<td></td>
</tr>
<tr>
<td>ENGL 1A</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1B Critical Thinking – English Composition:</td>
<td>One course, 3 semester/4 - 5 quarter units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 5[F95] PHIL 5 SPCH 3[F95]</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1C Oral Communication:</td>
<td>(Required for CSU only) One course, 3 semester/4 - 5 quarter units</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPCH 1A</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Area 2 - Mathematical Concepts and Quantitative Reasoning  
One course, 3 semester/4 - 5 quarter units

Area 3 - Arts and Humanities  
9 semester/12 - 15 quarter units

Area 4 - Social and Behavioral Sciences  
9 semester/12 - 15 quarter units

Area 5 - Physical and Biological Sciences  
7 - 9 semester/9 - 12 quarter units

Area 6 - Language Other Than English  
(Required for UC certification only)

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**CSU Graduation Requirement in U.S. History, Constitution, and American Ideals**

CSU transfer students complete two courses, one course in U.S. History (US-1) and one course that fulfills both U.S. Constitution and California State & Local Government (US-2 = US-3). This CSU graduation requirement is not part of IGETC; however, it may be completed prior to transfer. All CSUs allow these courses to double-count in Area 4 if certified by SRJC. AP exams in U.S. History and U.S. Government & Politics may fulfill US-1 and US-2; US-3 (California State & Local Government) cannot be met with AP credit.

**US-1:** HIST 17.1, 17.2, 18.1, 18.2, 21  
**US-2 + US-3:** POLS 1

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* Transfer credit may be limited by the UC. Please consult with a counselor. See [www.santarosa.edu/articulation](http://www.santarosa.edu/articulation) and click on “UC Limitations of Transfer Credit”.

Effective terms are noted after some courses. For example, ENGL 5[F93] denotes that this course must have been completed in the Fall 1993 semester or later to meet the IGETC requirement. F = Fall, S = Spring  

www.santarosa.edu • Santa Rosa Junior College • 2016–2017 Catalog
### 2016-17 IGETC NOTES

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

- **Completion of the IGETC (full certification)** is one option (Option C) in meeting the General Education requirements toward earning an Associate in Arts or an Associate in Science degree at SRJC. Please refer to the Associate Degree Option A worksheet, page two, or the current SRJC Catalog for information on additional graduation requirements.

- **Completion of the IGETC is not a requirement for transfer to the CSU or UC** (see CSU or UC Minimum Transfer Eligibility Requirements under “Transfer Center” in the current SRJC Catalog - [www.santarosa.edu/schedules/college_catalog](http://www.santarosa.edu/schedules/college_catalog)), nor is it the only way to fulfill the lower-division General Education requirements of the CSU or UC prior to transfer. Depending on a student's major and field of interest, the student may find it advantageous to take courses fulfilling the CSU's GE-Breadth requirements or those of the specific UC campus or college to which the student plans to transfer. It should also be noted that there might be other CSU or UC graduation requirements in addition to IGETC.

- **On UC campuses, some colleges or schools do not accept the IGETC as complete fulfillment of lower division breadth.** In addition, the IGETC is not recommended for some majors. Please talk to your counselor about your major and target UC campuses. For the most recent articulation information, see [www.assist.org](http://www.assist.org).

- **Courses from other California community colleges** can be used for the IGETC, if they have been approved for IGETC at that college. SRJC must apply the course to the same area as the other community college at which it was completed.

- **Advanced Placement (AP) test scores of 3 or better** can be used to clear one course requirement per exam with the exception of Language Other Than English. AP credit will not fulfill Area 1-6 critical thinking/composition (or 1-C oral communication, required by CSU only). UC transfers who will not complete the IGETC are strongly encouraged to consult with a counselor about campus specific provisions for AP credit. For more information on using Advanced Placement (AP) credit to fulfill general education requirements, see “SRJC Credit for Advanced Placement Exams” at [www.santarosa.edu/articulation](http://www.santarosa.edu/articulation).

- **International Baccalaureate (IB) scores of 5, 6, or 7 on some Higher Level exams** may fulfill IGETC requirements except in Areas 1 and 5C lab.

- **The Laboratory science requirement** must correspond to one of the lecture physical or biological science courses taken to fulfill the IGETC requirement. A student cannot use lecture courses in two subjects and a laboratory in a third subject.

- **The course requirements for all areas must be completed in order to be fully certified.** All courses must be completed with grades of "C" or better or "P". (At SRJC, P = C grade or better.)

- **Partial certification**, completing all but two (2) courses on the IGETC pattern, may be an option for some but not all students. Certain university programs may require full certification. Also, please note that minimum eligibility requirements must still be met. If you are considering partial completion, please discuss it with a counselor. There are several ways to complete the missing courses after transfer.

- **IGETC for STEM (Science, Technology, Engineering, Math)** applies only to specified Associate Degrees for Transfer (AS-T) in Chemistry and Biology. Students may choose to complete IGETC for STEM if the AS-T program explicitly designates the option. To keep the degree within 60 units, the IGETC for STEM pattern requires one less class in Area 3 and one less class in Area 4, which will be completed after transfer. Please see a counselor for details. NOTE SRJC does not currently have ADT's approved in Chemistry or Biology.

- **IGETC is not appropriate preparation for the School of Engineering or any major in the physical and biological sciences.** However, selection by the campus is based on demonstrated academic achievement and preparation for the intended major. IGETC may not be ideal for students transferring in engineering, mathematics, or science majors.

- **Students must file a request for certification of the IGETC with the Office of Admissions, Records, & Enrollment Development.**

### UC Campus Notes:

| UC Berkeley | IGETC is acceptable for all majors in the College of Letters and Science. IGETC is accepted in the College of Natural Resources; however, specific lower-division preparation. In these cases, IGETC is not recommended, and the UCQ GE pattern is the better choice. |
| UC Davis | IGETC is acceptable for all majors. UC Davis accepts IGETC with full certification to fulfill CED's breadth requirements. |
| UC Irvine | IGETC is accepted for all majors in the College of Letters & Science. However, UC Irvine does not accept IGETC. |
| UCLA | IGETC is accepted for all majors in the College of Letters & Science and the College of Arts & Architecture strongly encourages California community college students to complete IGETC. IGETC certification is required for admission to the Generic/Pre-licensure Nursing program. |
| UC Merced | IGETC is recommended for all majors in the College of Letters & Science. |
| UC Riverside | IGETC is not appropriate for the School of Engineering and the College of Natural Sciences do not recommend IGETC. |
| UC San Diego | IGETC is accepted by John Muir, Earl Warren, and Thurgood Marshall colleges. IGETC may not be ideal for students transferring in engineering, mathematics, or science majors. |
| UC Santa Barbara | IGETC is accepted by the College of Letters & Science and the College of Creative Studies. For the College of Engineering, IGETC may be used to substitute for most GE requirements, and students may wish to choose IGETC courses that concurrently satisfy a “depth requirement” prior to transfer with a year-long sequence in the history of world civilization, Western civilization, United States, Western philosophy, or Western art, or with upper division coursework after transfer. |
| UC Santa Cruz | IGETC is not appropriate preparation for the School of Engineering or any major in the physical and biological sciences. |

**IGETC/2016-17 page 2 (Rev. 4/12/16)**
Major Requirements

The major is one of several requirements students need to fulfill in order to be awarded an Associate's Degree—the highest level of academic achievement recognized by Santa Rosa Junior College. (For more information, see the section, “Degree Requirements,” in this Catalog.) All of the following requirements must be met in order for the degree to be conferred:

- A major
- A General Education Pattern
- A minimum number of degree units
- A minimum number of units taken in residence
- A minimum standard of scholarship

ABOUT THE MAJOR REQUIREMENT

The major is a defined program of study of at least 18.0 units from the SRJC list of approved majors. The program of study in a major provides coherence, focus, depth, sequencing, and synthesis of learning. In addition, majors are intended to provide the student with a foundation for transfer, training for an occupational field, or sufficient depth in a field of knowledge to contribute to lifelong interest.

The SRJC Major and Transfer

It is important that students who are completing a major and desire to transfer to a four-year institution meet with a counselor to plan their lower division coursework. While many majors at SRJC are intended to align with lower division major preparation required by California public universities, specific lower-division major requirements vary among individual campuses. It is therefore vital that students meet early to create an educational plan that will enable them to meet the requirements of the transfer institution's major, as well as the requirements for the Associate's Degree. If an area of study is not on the approved list of SRJC majors, the student may still prepare for this major by taking appropriate lower division courses. Please discuss such preparation, as well as any questions about an approved major, with a counselor.

Associate Degree for Transfer

The Associate in Arts for Transfer (AA-T) and Associate in Science for Transfer (AS-T) are new Associate Degrees designed to prepare students for transfer to the CSU system and earn an Associate Degree using the same requirements. They are intended to make it easier for CSU-bound students to successfully transfer by having universal lower-division major requirements for all 23 CSU campuses. Students can prepare to transfer to the CSU system using just one set of preparation courses for their major rather than having to meet different requirements for multiple campuses.

- In general, the Associate Degrees for Transfer offer a streamlined process for those transferring to the CSU system. There are other benefits as well:
  - Guaranteed priority admission with junior status to a CSU campus with a “similar” major;
  - GPA bump of .10 or .20 when applying to an impacted campus or major;
  - Students can receive priority admissions to their local CSU campus to a major deemed similar to the AA-T or AS-T major;
  - After transfer to CSU, guaranteed degree completion within 60 semester units at the CSU

ASSOCIATE DEGREE FOR TRANSFER (AA-T OR AS-T):

1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   a. General Education Pattern Option B: the California State University General Education-Breadth requirements OR General Education Pattern Option C: The Inter-segmental General Education Transfer Curriculum (IGETC). (In some instances the A.A.-T/A.S.-T will only allow for Option C, please be sure to check the specific TMC Template); and
   b. The minimum degree specific semester units as required for each Associate in Arts or Associate in Science Transfer major.

2. Obtain an overall minimum grade point average of 2.0

3. Earn a grade of “C” or better in all courses required for the Associate in Arts or Associate in Science Transfer major.

The above requirements must be completed by the end of a Spring Semester if transferring in Fall. Also, please note that a higher GPA is generally required for majors declared impacted or in high demand - please check with a Counselor for more specific information.

Multiple Majors

It is possible for a student to be awarded more than one major upon graduation, providing that all requirements are met for each major. For multiple majors, a single diploma with all majors listed will be issued. If one major leads to an Associate in Science and the other to an Associate in Arts, two diplomas will be issued.

Coursework Requirements and the Major

Generally stated, a requirement in a major is:

- A defined combination of courses (e.g., ART 2.1 and ART 2.2)
- A set number of units that can be fulfilled from a list of courses (e.g., 3 units in any combination from the following: ART 1, 2, 3, 4, 10, 22, 56).

A student may submit a request for course substitution for major requirements. The course substitution form for the major is required if the student wishes to use a course for an associate degree major that is different than the curriculum listed in the Catalog and on the Web site. The form can be obtained in the Admissions and Records Office. The student must then submit the form to the appropriate department for approval. Consultation with a counselor is highly recommended to assist the student with the process. Approved course substitutions apply to the requested major only and not to the SRJC General Education patterns (Options A, B, or C) nor any other SRJC major. A course may be used to satisfy both a General Education Requirement and a major requirement (Title 5, Section 55806). However, no course may be used more than once to fulfill a requirement in the major.

Term Effective and the Major

The requirements for a major are effective beginning the semester shown for each major. Students who began working on the approved major before the effective semester may not be affected by the changes because they have catalog rights. Please Note: Catalog Rights are not applicable for degree and certificate programs with a separate selection process (i.e., Nursing, Radiologic Technology, Dental Hygiene). Students will be held to the requirements listed in the major for the year in which they actually enter the program. Students should consult with the program contact person, department chair, or a counselor to determine their eligibility to complete the major under previous requirements (see also the section on “Catalog Rights” in this Catalog).

The Career Technical Education Major and the Certificate of Achievement

Degree programs are often available for many Career Technical Education (CTE) fields that also have a Certificate of Achievement program. A student who has completed a certificate program may be awarded an Associate Degree in a later semester providing that all major and degree requirements are met.

The Career Technical Education Major and Selection Processes

Some programs, particularly in the Health Sciences or Public Safety fields, may have a selection process for entering students. Please contact the department or a counselor for information about the selection process for any such program.
Majors

- Admin. of Justice for Transfer
- Administrative Office Professional
- Agriculture Business Management
- Animal Science
- Anthropology
- Anthropology for Transfer
- Art
- Art History for Transfer
- Automotive Technology
- Biology
- Business Admin. for Transfer
- Business: Human Resource Administration
- Business: Real Estate
- Chemistry
- Chicano and Latino Studies
- Child Development
- Civil Engineering Technology
- Communication Studies for Transfer
- Community Health Worker
- Computer Science
- Culinary Arts
- Culinary Arts: Restaurant Management
- Dance
- Dental Hygiene
- Diesel Equipment Technology
- Dietetic Technician
- Digital Media: 3D Modeling & Animation
- Digital Media: Audio
- Digital Media: Digital Filmmaking
- Digital Media: Game Programming
- Digital Media: Interactive Multimedia
- Early Childhood Education for Transfer
- Economics for Transfer
- Electronic Technology
- Elementary Teacher Education for Transfer
- Engineering
- English for Transfer
- Environmental Horticulture: Garden Design
- Environmental Horticulture: Landscape Management
- Environmental Horticulture: Nursery Management
- Environmental Studies
- Equine Science
- Fashion Studies: Fashion Design Assistant
- Fashion Studies: Retail Merchandising
- Fire Technology
- Fitness, Nutrition and Health
- Floral Design
- French
- Geospatial Technology
- Global Studies
- Graphic Design
- History for Transfer
- Human Services: Advocacy
- Human Services: Alcohol and Drug
- Humanities
- Interior Design: Commercial
- Interior Design: Residential
- Interior Design: Retail Merchandising
- Journalism
- Journalism for Transfer
- Journalism: Digital
- Kinesiology
- Kinesiology for Transfer
- Kinesiology: Athletic Training Preparation
- Latin American Studies
- Machine Tool Technology
- Mathematics for Transfer
- Medical Assisting: Administrative
- Medical Assisting: Administrative and Clinical
- Medical Assisting: Clinical
- Music: Instrumental
- Music: Jazz Studies
- Music: Vocal
- Natural Resources: Forest Management
- Natural Resources: Parks and Recreation Management
- Natural Resources: Watershed Management
- Natural Sciences
- Nursing (ADN)
- Nutrition & Dietetics
- Paralegal Studies
- Paramedic
- Pharmacy Technician
- Philosophy
- Philosophy for Transfer
- Physics
- Physics for Transfer
- Political Science
- Political Science for Transfer
- Pre-Allied Health
- Psychology
- Radiologic Technology
- Religious Studies
- Social and Behavioral Sciences
- Sociology for Transfer
- Spanish
- Spanish for Transfer
- Studio Arts for Transfer
- Surveying Technology
- Sustainable Agriculture
- Theatre Arts
- Theatre Arts for Transfer
- Viticulture
- Vocational Nursing
- Vocational Nursing to Nursing (ADN)
- Wastewater Treatment Operations
- Wine Studies: Enology
- Wine Studies: Wine Business and Marketing
- Wine Studies: Wine Eval. & Service
- Women's and Gender Studies

For list of inactivated majors, please refer to:
https://portal.santarosa.edu/SRWeb/ProgramsAdvancedSearch.aspx?ProgramType=0
Majors: Administration of Justice for Transfer (AS-T)

Administration of Justice for Transfer (AS-T)

Program of Study Code: 002062
Term Effective: Spring 2015
18.0 Units
(707) 527-4846
srjcmajor002062@santarosa.edu

Program Requirements:
The Associate in Science in Administration of Justice major provides theoretical and practical instruction to prepare students for further study for a career in the criminal justice system and seamless transition to programs in the CSU system. This major fulfills the Transfer Model Curriculum for many CSU campuses.

Students will have to fulfill the following requirements to earn this degree.

1. Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:
   * The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   * A minimum of 18 semester units as required for the Associate in Science in Administration of Justice for Transfer major.
2. Obtainment of an overall minimum grade point average of 2.0.
3. Earn a grade of C or better in all courses required for the Associate in Science in Administration for Justice for Transfer major.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Analyze relationships and interactions between citizens and the criminal justice system in a social and cultural context and develop a communication style consistent with legal requirements that encompass cultural understanding;
2. Evaluate situations and incidents to determine if a criminal law has been violated, and develop and implement an appropriate intervention strategy consistent with constitutional protections and safeguards;
3. Evaluate and analyze a crime scene to ensure the proper recognition, identification, collection, preservation, and scientific analysis of physical evidence; and
4. Examine the pre-trial, trial, and post-trial elements of the criminal justice system to ensure constitutional and statutory requirements are maintained consistent with public safety standards.

Administration of Justice Required Core - complete 6.0 units
AJ 21 Introduction to Administration of Justice
AJ 22 Concepts of Criminal Law

Administration of Justice List A - complete 6.0 units

Complete any combination totaling at least 6.0 units from the following:
AJ 25 Community Relations
AJ 53 Juvenile Procedures
AJ 54A Introduction to Evidence
AJ 54B Basic Criminal Investigation
AJ 55 Criminal Court Process
AJ 56 Crime and Criminal Justice in Society
AJ 70 Introduction to Corrections
AJ 71 Correctional Interviewing & Counseling
AJ 98 Independent Study in Administration of Justice
AJ 99I Admin of Justice Occupational Work Experience Internship
MATH 1S Elementary Statistics
POLS 1 Introduction to United States Government
PSYCH 1A General Psychology
SOC 1 Introduction to Sociology
SOC 2 Modern Social Problems

Program Requirements Notes:
A course used to satisfy a requirement in one category can not be used to fulfill the requirements in another category.

Administrative Office Professional - complete 26.0 units

Program of Study Code: 002061
Term Effective: Fall 2016
27.0 Units
(707) 527-4435
srjcmajor002061@santarosa.edu

Program Requirements:
The Santa Rosa Junior College Administrative Office Professional Program is an academic Associate in Science degree program for students seeking employment in the administrative assistant fields. The curriculum integrates knowledge of office procedures based on actual job responsibilities.

The Administrative Office Professional major prepares the student to be a member of an organization’s business team. This program encompasses the integration of 21st Century workforce skills emphasizing communication, teamwork, project management, problem-solving, and systems development. A unique aspect of the program is the internship, which provides the student an opportunity to use their acquired skills in an office environment and gain experience in their profession before completing the program. Opportunities are available in private industry, non-profit organizations, and government offices. With experience and/or additional education, administrative office professionals may be promoted to management positions.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Effectively communicate on the telephone, in written form, or in person with diverse groups of people;
2. Apply effective communication and collaborative skills when working in teams;
3. Use storage and retrieval methods for physical and electronic systems;
4. Design business information processing systems;
5. Apply skills related to business information processing systems using the latest technologies;
6. Work independently with little or no immediate supervision and know when to ask for additional assistance or refer decisions to a supervisor; and
7. Interact with foreign business people applying appropriate communication skills and business practices between different cultures.

Administrative Office Professional - complete 26.0 units

BBK 50 Computerized Bookkeeping and Accounting I
BGN 71 Business English Grammar
BGN 102 Typing-Skill Building
BGN 110 Exploring Business Careers
BGN 111 Soft Skills for Business
BGN 112 Marketing Your Skills
BGN 205 Basic Filing
BMG 52 Written Communication in Organizations
BOT 154 Office Procedures for the 21st Century
CS 60.11A Microsoft Word, Part 1
CS 61.11A Microsoft Excel, Part 1

Complete any combination totaling at least 2.0 units from the following:
BOT 99.1I Business Office Tech Occupational Work Experience Internship
BOT 99.2I Business Office Tech Occupational Work Experience Internship
BOT 99.3I Business Office Tech Occupational Work Experience Internship
LIR 10 Introduction to Information Literacy

Information Learning Resources

Agriculture Business Management (AS)

Program of Study Code: 002025
Term Effective: Fall 2016
31.0 Units
(707) 527-4408
srjcmajor002025@santarosa.edu

Program Requirements:
The Agriculture Business major provides students with current, marketable skills and knowledge to enter the agriculture industry. It incorporates technology, communication skills,
Animal Science (AS)
Program of Study Code: 002024
Term Effective: Fall 2016
28.0 Units
(707) 527-4408
srjcmajor002024@santarosa.edu

Program Requirements:
Animal Science is the study of animals that provide food, fiber, & companionship for mankind. Technological advances in the animal sciences have contributed to a safe, healthy, abundant, & inexpensive food supply. Income from animal agriculture contributes to more than 50 percent of the economic returns of American agriculture to the U.S. economy and accordingly, career opportunities abound for those trained in animal science. The United States Department of Agriculture (USDA) reported that more than 48,000 jobs will be created annually for graduates with expertise in agriculture and related industries. By majoring in animal science at Santa Rosa Junior College, you can prepare yourself for one or more of the over 500 different jobs related to animal agriculture. Program Student Learning Outcomes
Upon completion of the major, the students will be able to:
1. Identify and implement sustainable livestock management practices that will improve livestock quality, provide efficacious management, protect the natural resources and ensure economic viability of the livestock industry;
2. demonstrate a working knowledge of animal production life cycles to develop a ranch management calendar that incorporates scientifically based management decisions and the latest technological advances in livestock husbandry;
3. name and demonstrate proper use of equipment that humanely confines, treats or protects livestock;
4. identify and evaluate livestock anatomy and physiology and relate form to function;
5. demonstrate knowledge of practical reproductive management of livestock species;
6. define livestock nutritional needs and demonstrate proper feeding techniques related to growth, development and finishing of livestock;
7. list common infectious diseases and parasites and explain the role of preventative health; and
8. explain marketing strategies and market classification of livestock and their products.
Animal Science Major Requirements - complete 27.0 units

Complete any combination totaling at least 2.0 units from the following:
ANSCI 2 Veterinary Practices
ANSCI 20 Basic Animal Science
ANSCI 26 Livestock Evaluation
ANSCI 51 Anatomy and Physiology of Farm Animals
ANSCI 61 Livestock Feeding and Nutrition
ANSCI 171 Livestock Behavior and Humane Management

Complete any combination totaling at least 7.0 units from the following:
AGBUS 2 Agricultural Computer Applications
AGBUS 7 Agricultural Economics
AGBUS 56 Introduction to Agriculture Business and Management
AGBUS 61 Agricultural Marketing
AGBUS 62 Agricultural Sales and Communication
AGBUS 71 Agricultural Accounting
AGRI 20 Introduction to Plant Science
ANSCI 20 Basic Animal Science

Agriculture Business Management Major Requirements - complete 24.0 units

Complete any combination totaling at least 7.0 units from the following:
AGRI 50 Introduction to Agriculture Education
AGRI 56 Agricultural Enterprise Project
AGRI 99 Agriculture Occupational Work Experience Internship
BAD 1 Financial Accounting
BAD 2 Managerial Accounting
BAD 18 The Legal Environment of Business
BIO 10 Introduction to Principles of Biology
ECON 1 Principles of Macroeconomics
MATH 15 Elementary Statistics
VIT 1 World Viticulture and Wine Styles
VIT 51 Viticulture: Fall Practices
VIT 52 Viticulture: Spring Practices
VIT 60 Vineyard Management
WINE 1 World Viticulture and Wine Styles

Majors: Anthropology (AA)

Complete any combination totaling at least 6.0 units from the following:
ANSCI 27 Beef Cattle Science
ANSCI 28 Sheep Science
ANSCI 29 Dairy Cattle Industry/Dairy Cattle Science
ANSCI 50 Poultry Management
ANSCI 153 Sustainable Agriculture Production Systems with Animals
EOSCI 25 Equine Science

Complete any combination totaling at least 3.0 units from the following:
AGRI 20 Introduction to Plant Science
ANSCI 91 Rangeland Management

Complete any combination totaling at least 2.0 units from the following:
AGMEC 60 Agricultural Machinery & Equipment Skills
WELD 70 Beginning Welding: Fundamentals

Information Learning Resources
Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Anthropology (AA)
Program of Study Code: 001004
Term Effective: Fall 2016
20.0 Units
(707) 527-4605
srjcmajor001004@santarosa.edu

Program Requirements:
Students completing the Anthropology major will develop skills and knowledge consistent with the study of anthropology in a global, multicultural, and comparative context. The successful student will have mastered the reading, writing, and research skills essential to anthropological inquiry and exposition. Completion of the program will provide the orientation and background necessary for success in the major at the university level. Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Identify the major theoretical approaches, theorists, and historical trends in anthropology;
2. understand and use basic research methods in archaeology, cultural and biological anthropology, including design, data analysis and interpretation;
3. apply anthropological knowledge to understanding human diversity;
4. develop an understanding of self and others in diverse biological and cultural contexts;
5. apply critical thinking to anthropological theories and data; and
6. articulate thoughts effectively in written and oral communication.

Anthropology Requirements - complete 19.0 units

ANTHRO 1 Physical Anthropology
ANTHRO 1L Physical Anthropology Lab
ANTHRO 2 Cultural Anthropology
ANTHRO 3 Prehistory & Archaeology
Majors: Anthropology for Transfer (AA-T)

Complete any combination totaling at least 9.0 units from the following:
ANTHR 4 Ancient Peoples and Society
ANTHR 21 American Folklore and Folklife
ANTHR 30 Anthropology of Globalization
ANTHR 31 Mesoamerican Origins of Latino Culture
ANTHR 32 Native Cultures of North America
ANTHR 34 Native Cultures of California
ANTHR 43 Native American Art and Culture

Anthropology for Transfer Core Requirements - complete 9.0 units

ANTHR 1 Physical Anthropology
ANTHR 2 Cultural Anthropology
ANTHR 3 Prehistory & Archaeology

Anthropology for Transfer List A Requirements - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:
ANTHR 32 Native Cultures of North America
ANTHR 43 Native American Art and Culture
MATH 15 Elementary Statistics

Anthropology for Transfer List B Requirements - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:
ANAT 1 General Human Anatomy
ANTHR 32 Native Cultures of North America
ANTHR 43 Native American Art and Culture

and

MATH 15 Elementary Statistics

or

PHYS 21 Introduction to Earth Science

Anthropology for Transfer List C Requirements - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:
ANAT 1 General Human Anatomy
ANTHR 1L Biological Anthropology Lab
ANTHR 4 Ancient Peoples and Society
ANTHR 21 American Folklore and Folklife
ANTHR 30 Anthropology of Globalization
ANTHR 31 Mesoamerican Origins of Latino Culture
ANTHR 32 Native Cultures of North America
ANTHR 34 Native Cultures of California
ANTHR 43 Native American Art and Culture
MATH 15 Elementary Statistics
PHYS 21 Introduction to Earth Science
GEOL 1 The Earth

and

GEOL 1L Geology Lab

Notes:
A course used to satisfy the requirements in one category (List A, B, or C) cannot also be used to satisfy the requirements in another category.

Art (AA)

Program of Study Code: 001005
Term Effective: Summer 2012
24.0 Units
707-524-1570
srjcmajor001005@santarosa.edu
Program Requirements:
The Art major is designed for students who are pursuing transfer majors in the fine arts, including Painting and Drawing, Printmaking, Graphic Design, Digital Arts, Photography, Ceramics, Sculpture, and related disciplines.
Program Student Learning Outcomes
Upon completion of the program, students will be able to:
1. Synthesize and apply visual principles in creating works of art;
2. Articulate perception and awareness of fine art and applied design concepts;
3. Develop a vocabulary to discuss art in aesthetic terms;
4. Demonstrate skills in visual analysis by identifying specific formal elements in works of art;
5. Demonstrate appropriate use of art tools, materials and processes;
6. Achieve greater awareness of global and cultural traditions; and
7. Create a portfolio of fine art and designs.

Art Major Requirements - complete 24.0 units

ART 3 Introduction to Art Design
ART 7A Drawing & Composition I

Complete any combination totaling at least 3.0 units from the following:
ART 4 Principles of Color
ART 5 Three Dimensional Design

Complete any combination totaling at least 6.0 units from the following:
ART 1.1 World Art History to 1500
ART 1.2 World Art History Since 1500
ART 2.1 History & Aesthetic Appreciation of Prehistoric - Gothic Art
ART 2.2 History and Appreciation of Late Gothic to Impressionist Art

Complete any combination totaling at least 9.0 units from the following:
ART 2.3 History and Appreciation of Modern Art
ART 7B Drawing and Composition 2
ART 12 Figure Drawing
ART 14A Beginning Painting
ART 19 Elementary Photography
ART 24 Introduction to the Art of Printmaking
ART 31A Beginning Ceramics
ART 33A Beginning Sculpture
Art History for Transfer (AA-T)

Program of Study Code: 001065
Term Effective: Fall 2013

21.0 Units
(707) 527-4259
srjcmajor001065@santarosa.edu

Program Requirements:
The Associate in Arts in Art History for Transfer is intended for the student seeking to transfer to a baccalaureate-granting institution to major in Art History. It provides a basic foundation in art history and appreciation, "hands on experience" in at least one studio art form, and cultural and historical background necessary to understanding the visual arts. The major may also be of interest to those seeking a foundation for lifelong learning.

The Associate in Arts in Art History for Transfer is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree:

1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   (B) A minimum of 21-22 semester units as required for the Associate in Arts in Art History for Transfer major.
2. Obtain an overall minimum grade point average of 2.0
3. Earn a grade of C or better in all courses required for the Associate in Arts in Art History for Transfer major.

Upon completion of the program, the student will be able to:
1. Place a work of art in its historical and stylistic context;
2. Identify major monuments and movements in the history of art;
3. Develop a vocabulary to discuss art in aesthetic terms;
4. Demonstrate skills in visual analysis by identifying specific formal elements;
5. Refine critical analysis skills in comparing works of art;
6. Identify cultural artistic characteristics and global traditions; and
7. Recognize basic methods and materials used in architecture, painting, sculpture, print-making, ceramics, metalwork, and textiles.

Art History for Transfer Core Requirements - complete 12.0 units

Complete any combination totaling at least 6.0 units from the following:

ART 2.1 History & Aesthetic Appreciation of Prehistoric – Gothic Art

and

ART 2.2 History and Appreciation of Late Gothic to Impressionist Art

ART 2.3 History and Appreciation of Modern Art

ART 7A Drawing and Composition 1

Art History for Transfer List A Requirements - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:

ART 1.1 World Art History to 1500

ART 1.2 World Art History Since 1500

Art History for Transfer List B Requirements - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:

ART 3 Introduction to Art and Design

ART 4 Principles of Color

ART 5 Three Dimensional Design

ART 12 Figure Drawing

ART 14A Beginning Painting

ART 19 Elementary Photography

ART 24 Introduction to the Art of Printmaking

ART 27A Silkscreen Printmaking

ART 28A Beginning Etching

ART 31A Beginning Ceramics

ART 33A Beginning Sculpture

Art History for Transfer List C Requirement - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:

ANTHRO 3 Prehistory & Archaeology

ANTHRO 21 American Folkslore and Folklife

ANTHRO 30 Anthropology of Globalization

ANTHRO 31 Mesoamerican Origins of Latin Culture

ANTHRO 32 Native Cultures of North America

ANTHRO 34 Native Cultures of California

DANCE 2 Survey of Dance History

ENGL 18 Literature and Composition

ENGL 2 Introduction to the Novel

ENGL 3 Introduction to Poetry

ENGL 7 Introduction to the Short Story

ENGL 10 Introduction to Literature and the Environment

ENGL 12 Children's Literature

ENGL 25 Introduction to Language Study

ENGL 27 Introduction to Shakespeare

ENGL 30.1 American Literature: Pre-Colonial Period to the Civil War

ENGL 30.2 American Literature from 1865 to the Present

ENGL 31 African American Arts and Literature

ENGL 33 Chicano/Chicana Arts and Literature

ENGL 46.1 Survey of English Literature Part 1

ENGL 46.2 Survey of English Literature Part 2

FREN 1 Elementary French-Part 1

FREN 2 Elementary French-Part 2

FREN 3 Intermediate French-Part 1

FREN 4 Intermediate French-Part 2

GD 15 History of Graphic Design

GERM 1 Elementary German-Part 1

GERM 2 Elementary German-Part 2

GERM 3 Intermediate German-Part 1

GERM 4 Intermediate German-Part 2

HEBREW 1 Elementary Classical Hebrew 1

HEBREW 2 Elementary Classical Hebrew 2

HIST 1.1 World History to 1500

HIST 1.2 World History Since 1500 C.E.

HIST 4.1 History of Western Civilization to 1648 C.E.

HIST 4.2 History of Western Civilization from 1648 C.E.

HIST 8.1 History of Latin America from Pre-Columbian to 1830

HIST 8.2 History of Latin America from 1830 to Present

HIST 22 History of California

HIST 26 History of Chicanos and Latinos from 1848 to Present

HIST 30 African American History

HIST 33 History of Mexico

HUMAN 4.1 Western Humanities: Arts, Ideas, and Values

HUMAN 4.2 Western Humanities from 1600

HUMAN 5 World Humanities: Arts, Ideas, Values

HUMAN 6 American Cultures

HUMAN 7 Introduction to the Humanities

HUMAN 8 Comparative Mythology

HUMAN 20 The Humanities in Asia: Arts, Ideas and Values

HUMAN 21 The Humanities in the Middle East

HUMAN 22 Humanities in Africa: Arts, Ideas, and Values

ITAL 1 Elementary Italian-Part 1

ITAL 2 Elementary Italian-Part 2

ITAL 3 Intermediate Italian-Part 1

ITAL 4 Intermediate Italian-Part 2

ITAL 39.1 Introduction to Italian Literature in Translation

ITAL 70A Intermed Italian Conversation & Culture Thru Film I

MEDIA 4 Introduction to Mass Communication

MEDIA 14 Early Film History

MEDIA 15 Modern Film History

MUSC 6.1 Music History and Literature: Antiquity to 1750

MUSC 6.2 Music History and Literature: 1750-Present

MUSC 7 Classical Music Appreciation

MUSC 8 Introduction to World Music

MUSC 9 Jazz Appreciation

PHIL 6 Introduction to Philosophy

PHIL 7 Contemporary Moral Issues

PHIL 8 Comparative Religion

PHIL 9 Political Philosophy

PHIL 10 Philosophy of Peace and Nonviolent Action

PHIL 11 Introduction to Asian Philosophy

PHIL 12 Environmental Philosophy

PHIL 20 History of Western Philosophy: Ancient and Medieval
Automotive Technology (AA)

Program of Study Code: 001039
Term Effective: Fall 2016
48.0 Units
(707) 527-4404
srjcmajor001039@santarosa.edu

Program Requirements:
The Automotive Technology major offers both theoretical and hands-on training, including engine overhaul, ignition systems, fuel systems, pollution control systems, electrical systems, drive trains, brake systems and suspension systems.

Program Student Learning Outcomes
Upon successful completion of this major the student will be able to:
1. Demonstrate safe operation of hand tools, power tools and specialized automotive tools and equipment;
2. Perform entry level diagnoses and repair of automotive engines, electrical systems, transmissions, engine performance, brakes, chassis and emissions control systems;
3. Demonstrate basic maintenance and welding skills; and
4. Access and interpret automotive service information and schematics both manually and on the computer.

Automotive Technology Requirements - complete 47.0 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTO 51</td>
<td>Automotive Engines</td>
</tr>
<tr>
<td>AUTO 53</td>
<td>Automotive Drive Train</td>
</tr>
<tr>
<td>AUTO 54</td>
<td>Automotive Brakes, Steering and Suspension</td>
</tr>
<tr>
<td>AUTO 80</td>
<td>Introduction to Automotive Technology</td>
</tr>
<tr>
<td>AUTO 125</td>
<td>Automotive Heating and Air Conditioning Systems</td>
</tr>
<tr>
<td>AUTO 153</td>
<td>Automotive Engine Performance and Pollution Control</td>
</tr>
<tr>
<td>AUTO 156</td>
<td>Automotive Electrical System</td>
</tr>
<tr>
<td>AUTO 194</td>
<td>Introduction to Hybrid Vehicle Maintenance and Repair</td>
</tr>
<tr>
<td>IED 190</td>
<td>Industrial Mathematics</td>
</tr>
<tr>
<td>WELD 70</td>
<td>Beginning Welding: Fundamentals</td>
</tr>
</tbody>
</table>

Complete any combination totaling at least 3.0 units from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>AUTO 108</td>
<td>Automotive Occupational Work Experience</td>
</tr>
<tr>
<td>AUTO 120</td>
<td>Automotive Service Advisor, Business Ethics, and Management</td>
</tr>
<tr>
<td>BGN 101</td>
<td>Beginning Machine Tool Technology</td>
</tr>
<tr>
<td>ELEC 51A</td>
<td>Fundamentals of Electricity</td>
</tr>
<tr>
<td>MACH 51A</td>
<td>Beginning Machine Tool Technology</td>
</tr>
<tr>
<td>MACH 51B</td>
<td>Advanced Machine Tool Technology</td>
</tr>
<tr>
<td>WELD 171.1</td>
<td>Advanced Shielded Metal Arc Welding</td>
</tr>
<tr>
<td>WELD 171.2</td>
<td>Gas Metal Arc Welding and Gas Tungsten Arc Welding</td>
</tr>
<tr>
<td>WELD 171.3</td>
<td>Flux Core Arc Welding (FCAW)</td>
</tr>
</tbody>
</table>

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
It is recommended that students with no automotive work experience or high school auto shop begin with course AUTO 100 Introduction to Automotive Technology.

Biology (AS)

Program of Study Code: 002018
Term Effective: Fall 2016
40.0 Units
(707) 524-1813
srjcmajor002018@santarosa.edu

Program Requirements:
The Biology major is designed for students who are pursuing transfer to four year programs in the biological sciences, including general biology, cell or molecular biology, organism biology, marine biology, botany, zoology, ecology, environmental sciences, evolution, genetics, anatomy, physiology, microbiology, and agricultural sciences. The major is also designed for students planning to pursue careers in dentistry, medicine, veterinary medicine, or physical therapy. It is not designed, however, to meet the needs of students interested in pursuing studies in allied health fields. Please see a counselor for assistance in choosing an appropriate major, or to begin this program.

Program Student Learning Outcomes:
Upon successful completion of this major, the student will be able to:
1. Apply the scientific method to investigating and evaluating biological phenomenon and summarize results in written scientific format;
2. Perform laboratory techniques, including microscopy, with a high level of expertise without assistance or instruction;
3. Synthesize evolutionary mechanisms, trends, and history with biodiversity;
4. Integrate the levels of biological organization including cell mechanisms, anatomy, physiology, genetics, ecology, and evolution;
5. Investigate human interactions with all levels of biological processes emphasizing the principles of ecosystem, community, population ecology, and global human impacts;
6. Apply knowledge of biological organisms and principles in advanced courses in order to transfer to four year institutions.

Biology Major Requirements - complete 39.0 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 2.1</td>
<td>Fundamentals of Biology</td>
</tr>
<tr>
<td>BIO 2.2</td>
<td>Fundamentals of Biology (Evolution, Genetics, and Zoology)</td>
</tr>
<tr>
<td>BIO 2.3</td>
<td>Fundamentals of Biology (Botany and Ecology)</td>
</tr>
<tr>
<td>BIO 10</td>
<td>Introduction to Principles of Biology</td>
</tr>
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</table>

Complete any combination totaling at least 10.0 units from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 1A</td>
<td>General Chemistry and General Chemistry with Quantitative Analysis</td>
</tr>
<tr>
<td>CHEM 1B</td>
<td>General Chemistry</td>
</tr>
<tr>
<td>CHEM 4A</td>
<td>General Chemistry with Quantitative Analysis</td>
</tr>
<tr>
<td>CHEM 4B</td>
<td>General Chemistry with Quantitative Analysis</td>
</tr>
<tr>
<td>MATH 27</td>
<td>General Physics Lecture Part I</td>
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<tr>
<td>MATH 21</td>
<td>General Physics Lecture Part II</td>
</tr>
<tr>
<td>MATH 20L</td>
<td>General Physics Lab Part I</td>
</tr>
<tr>
<td>MATH 20</td>
<td>General Physics Lecture Part I and General Physics Lecture Part II</td>
</tr>
<tr>
<td>MATH 21L</td>
<td>General Physics Lab Part II</td>
</tr>
<tr>
<td>MATH 40</td>
<td>Calculus, First Course</td>
</tr>
<tr>
<td>MATH 8A</td>
<td>Precalculus Algebra and Trigonometry</td>
</tr>
<tr>
<td>MATH 15</td>
<td>Elementary Statistics</td>
</tr>
<tr>
<td>MATH 10</td>
<td>Precalculus Algebra and Trigonometry</td>
</tr>
<tr>
<td>PHYS 41</td>
<td>Waves, Optics and Thermodynamics for Scientists &amp; Engineers</td>
</tr>
<tr>
<td>PHYS 21</td>
<td>Calculus, First Course</td>
</tr>
<tr>
<td>PHYS 41</td>
<td>Waves, Optics and Thermodynamics for Scientists &amp; Engineers</td>
</tr>
</tbody>
</table>

Business Administration for Transfer (AS-T)

Program of Study Code: 002065
Term Effective: Fall 2016
26.0 Units
(707) 527-4486
srjcmajor002065@santarosa.edu

Program Requirements:
The Associate in Science in Business Administration for Transfer degree will provide students with the lower division course work to successfully prepare for upper division work. This degree is designed to provide a clear
and seamless pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.
1. Completion of 60 units that are eligible for transfer to the California State University, including both of the following:
   * The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements; and
   * A minimum of 26 semester units as required for the Associate in Science in Business Administration for Transfer major.
2. Obtaining of an overall minimum grade point of 2.0.
3. Earn a grade of C or better in all courses required for the Associate in Science in Business Administration for Transfer major.

Program Student Learning Outcomes

Upon successful completion of this major, the student will be able to:
1. Satisfy the educational requirements necessary to successfully pursue a baccalaureate degree in Business Administration;
2. Demonstrate analytical, critical thinking, and decision-making skills required to succeed in a business context;
3. Demonstrate an understanding of the complex nature of business in a diverse global economy with the integration of ethics and social responsibility; and
4. Integrate knowledge of the elements of American business and economic principles including accounting, law, management, marketing, and human relations in organizations.

Business Administration for Transfer Core Requirements - complete 17.0 units

BAD 10 American Business in Its Global Context
CS 5 Computer Literacy
CS 84 21 Management Information Systems
MATH 9 Finite Mathematics
MATH 15 Elementary Statistics
MATH 16 Introduction to Mathematical Analysis

Business Administration for Transfer List A - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:

MATH 9 Finite Mathematics
MATH 15 Elementary Statistics
MATH 16 Introduction to Mathematical Analysis

Business Administration for Transfer List B - complete 6.0 units

Complete any combination totaling at least 6.0 units from the following:

BAD 10 American Business in Its Global Context
CS 5 Computer Literacy
CS 84 21 Management Information Systems
MATH 9 Finite Mathematics
MATH 15 Elementary Statistics
MATH 16 Introduction to Mathematical Analysis

Notes:
Any course used to satisfy the List A requirement cannot be used to fulfill the requirement for List B.

Business Administration majors are strongly encouraged to also take BAD 53, Introduction to Solving Business Problems with Spreadsheets.

Students are strongly encouraged to take two Math courses. Most CSU campuses require two Math courses. Check with a counselor to determine the requirement for the campus that you plan to attend.

Students whose Math placement is not at MATH 155 or higher will need to take MATH 155 as a prerequisite to ECON 1, ECON 2, and MATH 9, 15, or 16.

Business: Human Resource Administration (AA)

Program of Study Code: 001044
Term Effective: Fall 2016
25.5 Units
(707) 527-4435
srjcmajor001044@santarosa.edu

Program Requirements:
Within every organization, at least one employee is responsible for the Human Resources activities. The Human Resource Administration program of study provides students with the opportunity to gain skills that can be applied to any organization. These involve compliance with employment law when maintaining personnel files, tracking employee leaves, administering employee benefits, administering and regulating salaries, and maintaining payroll.

Students learn how to handle confidential information and sensitive situations.

Program Student Learning Outcomes
Upon completion of the certificate, students will be able to:
1. Interpret and apply employment laws in a variety of complex human resource situations;
2. Demonstrate competency in specific human resource administrative responsibilities in the areas of hiring, salary administration, benefits administration, and records administration;
3. Apply necessary skills required for managing the complex human interactions and communications that take place in organizations; and
4. Demonstrate an understanding of the strategic role of human resource management in a modern organizational setting; and
5. Demonstrate the technical skills needed in the human resources field.

Business: Human Resource Administration Requirements - complete 18.5 units

BAD 52 Human Relations in Organizations
BMG 52 Written Communication in Organizations
BMG 53 Oral Communication in Organizations
HR 60 Human Resource Management
HR 61 Human Resource Employment Law
HR 62 Human Resource Records Administration
HR 63 Human Resource Hiring Process
HR 64 Human Resource Salary Administration
HR 65 Human Resource Benefits Administration
HR 66 Human Resource Administration

Business: Human Resource Administration Electives A - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:

BAD 1 Financial Accounting
BBK 50 Computerized Bookkeeping and Accounting 1
BBK 52.1 Payroll Record Keeping and Reporting
BGN 112 Marketing Your Skills
BMG 55 Business Management Accounting
HR 99I Human Resources Occupational Work Experience Intern

Business: Human Resource Administration Electives B - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:

CS 61.11 Microsoft Excel
CS 61.11A Microsoft Excel, Part 1
CS 61.11B Microsoft Excel, Part 2

Information Learning Resources Requirement - complete 1.0 units

LIR 10 Introduction to Information Literacy

Program Requirements Notes:
HR 66 must be the final course taken in the sequence for this program.

Notes:
HR 60 is the orientation course for this program.

Business: Real Estate (AA)

Program of Study Code: 001034
Term Effective: Fall 2016
25.0 Units
(707) 527-4362
srjcmajor001034@santarosa.edu

Program Requirements:
The Real Estate major will provide students the opportunity to obtain entry-level positions and build their career within the area of real estate.

Students will complete courses that meet continuing education requirements for the State of California’s Real Estate Salesperson license and that are approved as an education requirement for both the State of California’s Broker’s license and California Appraiser Qualifications Board Exam. Students will benefit by the additional option of having a real estate major reflected on their Associate Degree.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
Chemistry (AS)

Program of Study Code: 002047
Term Effective: Fall 2016
40.0 Units
(707) 527-4377
srjcmajor002047@santarosa.edu

Program Requirements:
The Chemistry degree is designed for students who are planning to transfer as Chemistry Majors, and who subsequently are planning to pursue a career in industrial research and development, medicine, science teaching, toxicology, pharmacy, environmental studies, space studies or other related fields. To complete this major, students must complete a liberal research course and 39 units of preparatory chemistry, math and physics courses that are required by accredited four-year institutions. Additional courses must be taken to satisfy the General Education requirements of Santa Rosa Junior College.

Chemistry Major Requirements - complete 39.0 units
CHEM 12A Organic Chemistry
CHEM 12B Organic Chemistry
MATH 1A Calculus, First Course
MATH 1B Calculus, Second Course
PHYS 40 Classical Mechanics for Scientists and Engineers
PHYS 41 Waves, Optics and Thermodynamics for Scientists & Engineers

Complete any combination totaling at least 10.0 units from the following:
CHEM 4A General Chemistry with Quantitative Analysis
CHEM 4B General Chemistry with Quantitative Analysis
CHEM 1A General Chemistry
CHEM 1B General Chemistry

Information Learning Resources
Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
- BMG54 is an approved substitute for BGN81.
- SPAN 2 in High School may substitute SPAN 3 or SPAN 4.

Child Development (AA)

Program of Study Code: 001050
Term Effective: Fall 2016
31.0 Units
(707) 527-4315
srjcmajor001050@santarosa.edu

Program Requirements:
The goal of the Child and Latino Studies major is to provide an interdisciplinary approach that assesses the historical, cultural, social, educational, political, and economic factors that impact Chicanos and Latinos in the United States. The associate degree will prepare students for careers in Child Care and Preschool Education. It parallels the academic requirements of the Child Development Teacher Permit issued by the California Commission on Teacher Credentialing. Program Student Learning Outcomes
Upon successful completion of this major, students will be able to:
1. Integrate an understanding of the potential, the characteristics, and the multiple influences on the development of children into the delivery of high quality care and education programs;
2. design, implement and evaluate play based environments and activities that support developmentally appropriate learning outcomes for all young children;
3. apply effective guidance and interaction strategies that support all children's social learning, identity and self-esteem;
4. develop strategies that promote relationships between programs, teachers, families and their communities; and
5. demonstrate ethical standards and professional behaviors that reflect understanding, knowledge and commitment to the field of early childhood education and care.

Child Development Major Requirements - complete 27.0 units
CHLD 10 Child Growth and Development

Chemical and Latino Studies Major Requirements - complete 20.0 units
HIST 26 History of Chicanos and Latinos from 1848 to Present
HIST 33 History of Mexico
SPAN 1 Elementary Spanish-Part 1
CHLD 51 Principles and Practices of Early Childhood Education
CHLD 66 Early Childhood Care and Education Practicum
CHLD 68 Working With Children and Families in a Diverse Society
CHLD 90.1 Child, Family, Community Interrelationships
CHLD 90.2 Observation and Assessment of Young Children
CHLD 90.3 Health, Safety and Nutrition for the Young Child
CHLD 90.4 Introduction to Curriculum

Child Development Electives - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
CHLD 53 The Child with Special Needs in the Community
CHLD 55.2 Exploring Science and Math with Young Children
CHLD 55.5 Foundations of Language and Literacy
CHLD 55.6 Art for the Young Child
CHLD 95 Developing Social Competence in the Early Childhood Years
CHLD 96 Working Through Stress and Loss With Children and Families

CHLD 111A Group Care For Children Under Three
CHLD 185.1 Creative Indoor Environments for Young Children
CHLD 185.2 Creative Outdoor Environments for Young Children
CHLD 185.3 Guidance and Discipline Techniques in the Preschool Setting
CHLD 185.4 Guidance and Discipline Techniques in the School Age Setting
CHLD 186 Spanish Language Arts for Young Children

CHLD 217.1 Constructive Play I
CHLD 217.2 Dramatic Play and Games with Rules
CHLD 220 Effective Guidance and Discipline

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
No course may be used more than once to fulfill a requirement in the major. A grade of “C” or better is required for all major classes.

CHLD 66 has replaced CHLD 60 and CHLD 60.2

Civil Engineering Technology (AS)
Program of Study Code: 002016
Term Effective: Fall 2016
25.5 Units
(707) 527-4376
srjcmajor002016@santarosa.edu

Program Requirements:
The Civil Engineering Technology program prepares students for various technical positions in the civil engineering and engineering construction professions. The program recommended course sequence is set up to allow the student to progress through four semesters and achieve an Associates Degree or Certificate of Achievement.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Define and describe civil engineering terminology, methods, procedures, standards and technology;
2. perform mathematical, computer and statistical computations related to location, elevation, grade, distance, direction, area, volume and properties of civil engineering materials;
3. communicate clearly and effectively in oral, written and graphic formats;
4. prepare basic civil engineering documents and drawings using computer-aided drafting and geographic information systems technology;
5. research, file, retrieve, analyze, locate and prepare basic drawings, maps, documents, records, reports and correspondence related to civil engineering projects;
6. demonstrate basic analytical, critical thinking and decision-making skills in civil engineering, land surveying and development; and
7. describe the influence/effect civil engineering, land surveying and development has on the local, regional, national and global communities.

Civil Engineering Technology and Surveying Technology Core Requirements - complete 24.5 units
APTECH 46 Introduction to Computer-Aided Drafting
APTECH 191 Problem Solving in Civil Engineering Technology
CEST 51 Civil Drafting Technology
CEST 63 Subdivision Planning
CEST 64 Public Works Inspection & Testing
CEST 65 Public Works Plans and Estimating
CEST 85 CAD for Civil, Surveying & Land Development
CEST 192 Non-Technical Skills for the Civil Engineering Technician
GIS 40 Introduction to Geographic Information Systems (GIS)

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Communication Studies for Transfer - complete 3.0 units
SPCH 1A Introduction to Public Speaking

Communication Studies: List A - complete 6.0 units
Complete any combination totaling at least 6.0 units from the following:
SPCH 3A Introduction to Argumentation
and
COMM 5 Group Discussion and Problem Solving
or
SPCH 3A Introduction to Argumentation
and
COMM 6 Interpersonal Communication
or
SPCH 9 Critical Thinking and Argumentation
and
COMM 5 Group Discussion and Problem Solving
or
SPCH 9 Critical Thinking and Argumentation
and
COMM 6 Interpersonal Communication
and
COMM 5 Group Discussion and Problem Solving

Communication Studies: List B - complete 6.0 units
Complete any combination totaling at least 6.0 units from the following:
COMM 5 Group Discussion and Problem Solving
COMM 6 Interpersonal Communication
COMM 7 Intercultural Communication
COMM 10 Introduction to Communication Studies
MEDIA 4 Introduction to Mass Communication
SPCH 2 Introduction to Oral Interpretation
SPCH 3A Introduction to Argumentation
SPCH 9 Critical Thinking and Argumentation
SPCH 52A Forensics 1 (SRJC Speech Team)
SPCH 52B Forensics 2 (SRJC Speech Team)
SPCH 52C Forensics 3 (SRJC Speech Team)
SPCH 52D Forensics 4 (SRJC Speech Team)

Communication Studies: List C - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
COMM 5 Group Discussion and Problem Solving

Program of Study Code: 001054
Term Effective: Spring 2015
18.0 Units
(707) 527-4217
srjcmajor001054@santarosa.edu

Program Requirements:
The Associate in Arts in Communications Studies for Transfer degree at Santa Rosa Junior College provides students with an introduction to and overview of the field of communications while providing a solid foundation in Speech. Students are provided both theoretical perspectives and practical speaking experience, including the opportunity to be a part of a national award-winning Speech & Debate team and/or being part of the student newspaper, The Oak Leaf. This emphasis offers comprehensive lower division baccalaureate work in the field of Communication.

Program Student Learning Outcomes:
Upon successful completion of this major, the student will be able to:
1. Apply communication theory to more effectively communicate in a variety of public, private and social context;
2. effectively express one’s ideas through oral communication; and
3. utilize critical thinking skills to defend, refute and critique presentations.

Communication Studies for Transfer - complete 3.0 units
SPCH 1A Introduction to Public Speaking

Communication Studies: List A - complete 6.0 units
Complete any combination totaling at least 6.0 units from the following:
SPCH 3A Introduction to Argumentation
and
COMM 5 Group Discussion and Problem Solving
or
SPCH 3A Introduction to Argumentation
and
COMM 6 Interpersonal Communication
or
SPCH 9 Critical Thinking and Argumentation
and
COMM 5 Group Discussion and Problem Solving
or
SPCH 9 Critical Thinking and Argumentation
and
COMM 6 Interpersonal Communication
and
COMM 5 Group Discussion and Problem Solving

Communication Studies: List B - complete 6.0 units
Complete any combination totaling at least 6.0 units from the following:
COMM 5 Group Discussion and Problem Solving
COMM 6 Interpersonal Communication
COMM 7 Intercultural Communication
COMM 10 Introduction to Communication Studies
MEDIA 4 Introduction to Mass Communication
SPCH 2 Introduction to Oral Interpretation
SPCH 3A Introduction to Argumentation
SPCH 9 Critical Thinking and Argumentation
SPCH 52A Forensics 1 (SRJC Speech Team)
SPCH 52B Forensics 2 (SRJC Speech Team)
SPCH 52C Forensics 3 (SRJC Speech Team)
SPCH 52D Forensics 4 (SRJC Speech Team)
Majors: Community Health Worker (AS)

Program of Study Code: 002045
Term Effective: Fall 2016
28.5 Units
(707) 527-4836
srjcmajor002045@santarosa.edu

Program Requirements:
The Community Health Worker major program combines interactive course work and practical community experience to develop health outreach professionals as members of health care teams.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate a variety of community health outreach strategies and techniques, that include examining common disease and health problems, motivating health behavior changes, preventing disease and injury, identifying and using community health resources, respecting cultural diversity, translating and interpreting (cultural, linguistic, and/or medical), establishing networks within communities, and improving client access to medical care; and
2. Work effectively as a member of a health care team, implement effective case management, communication, interpersonal and professional skills.

Community Health Worker Requirements - complete 27.5 units
CHW 150 Introduction to Community Health Work
CHW 151 Outreach Techniques & Strategies
CHW 151L Outreach Experience
CHW 152 Health Issues and Resources
CHW 152L Team Outreach Experience
CHW 153 Community Health Education
CHW 154 Disease Prevention and Health Promo Vulnerable Populations
CHW 155 Peer To Peer Mental Health Promotion
HEL 5 Personal Health and Wellness

Complete any combination totaling at least 3.0 units from the following:

ANAT 58 Introduction to Human Anatomy
ANAT 40 Introduction to Human Anatomy and Physiology
ANAT 140 Fundamentals of Anatomy and Physiology

CHLD 10 Child Growth and Development
COMM 7 Intercultural Communication
HLC 140 Health Care Implications of Anatomy and Physiology
HLC 160 Medical Terminology
PSYCH 1A General Psychology
PSYCH 5 Abnormal Psychology

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Computer Science (AS)
Program of Study Code: 002023
Term Effective: Spring 2010
35.0 Units
(707) 527-4778
srjcmajor002023@santarosa.edu

Program Requirements:
The Computer Sciences major will allow students whose planned transfer major is Computer Science to earn an Associate Degree while meeting the typical lower division requirements for a Computer Science degree at a four-year institution.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Successfully pursue a bachelor's degree in computer science at a four-year institution;
2. Apply the basic and intermediate problem solving and programming skills and tools necessary to succeed in upper division computer science courses; and
3. Apply the mathematical tools necessary to succeed in upper division computer science courses.

Computer Science Major Core Requirements - complete 35.0 units
CS 10 Introduction to Computer Programming
CS 11 Data Structures and Algorithms
CS 12 Assembly Language Programming
CS 17.11 Java Programming
CS 81.21 Introduction to UNIX
MATH 1A Calculus, First Course
MATH 1B Calculus, Second Course
MATH 4 Discrete Mathematics

Complete any combination totaling at least 3.0 units from the following:

MATH 5 Introduction to Linear Algebra
MATH 15 Elementary Statistics
PHYS 40 Classical Mechanics for Scientists and Engineers
PHYS 41 Waves, Optics and Thermodynamics for Scientists & Engineers
PHYS 42 Electricity and Magnetism for Scientists and Engineers

Culinary Arts (AA)
Program of Study Code: 001010
Term Effective: Fall 2016
44.0 Units
(707) 522-2800
srjcmajor001010@santarosa.edu

Program Requirements:
The Culinary Arts major is designed to train individuals in all aspects of the culinary arts field. Successful students will be prepared to work as cooks in a wide range of food service settings, such as restaurants, hotels, catering operations, and institutional kitchens.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate station organization, purchasing, storage, menu writing, and sanitation principles as they apply to food handling;
2. Use classic cooking terminology and methods, apply health and safety standards;
3. Demonstrate skill and apply professional industry standards in food handling, beverage service, and food service, and use of hand tools;
4. Demonstrate responsibility and team skills for the food service industry;
5. Describe career opportunities within the food industry and strategize own career;
6. Critique, assess and improve one's own performance, listening skills and communication.
skills for personal, academic, and career purposes;
7. recognize the diversity of cultural influences and values related to a professional culinary environment; and
8. think critically in evaluating information, solving problems, and making decisions related to food preparation and food service.

Culinary Arts Major Requirements - complete 42.0 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
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<tbody>
<tr>
<td>CUL 250</td>
<td>Sanitation and Safety</td>
</tr>
<tr>
<td>CUL 250.1</td>
<td>Culinary Arts Survey</td>
</tr>
<tr>
<td>CUL 250.2</td>
<td>Careers in the Food and Beverage Industry</td>
</tr>
<tr>
<td>CUL 250.3</td>
<td>Professional Plate Presentation</td>
</tr>
<tr>
<td>CUL 252.3</td>
<td>Knife Skills</td>
</tr>
<tr>
<td>CUL 252.14</td>
<td>Fundamentals of Garde Manger</td>
</tr>
<tr>
<td>CUL 253A</td>
<td>Culinary Cafe 1</td>
</tr>
<tr>
<td>CUL 253B</td>
<td>Culinary Cafe 2</td>
</tr>
<tr>
<td>CUL 253.6</td>
<td>Professional Cooking Basics</td>
</tr>
<tr>
<td>CUL 253.7</td>
<td>Professional Meat and Sauce Preparation</td>
</tr>
<tr>
<td>CUL 254</td>
<td>Introduction to Baking &amp; Pastry</td>
</tr>
<tr>
<td>CUL 255</td>
<td>Production Baking</td>
</tr>
<tr>
<td>CUL 256</td>
<td>Front House Operations</td>
</tr>
</tbody>
</table>

Complete any combination totaling at least 4.5 units from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUL 254.4</td>
<td>Purchasing and Bakeshop Management</td>
</tr>
<tr>
<td>CUL 255.1</td>
<td>Specialty Production Baking</td>
</tr>
<tr>
<td>CUL 256.3</td>
<td>Introduction to Food and Beverage Operations</td>
</tr>
<tr>
<td>CUL 256.5</td>
<td>Wine Appreciation</td>
</tr>
<tr>
<td>CUL 256.8</td>
<td>Beverage Management</td>
</tr>
<tr>
<td>CUL 256.9</td>
<td>Introduction to Wine in the Restaurant</td>
</tr>
<tr>
<td>CUL 256.10</td>
<td>Restaurant Operations</td>
</tr>
<tr>
<td>CUL 256.11</td>
<td>Wine and Food Affinities</td>
</tr>
<tr>
<td>DIET 52</td>
<td>Management Training Techniques</td>
</tr>
<tr>
<td>DIET 55</td>
<td>Food Production Management</td>
</tr>
<tr>
<td>DIET 55L</td>
<td>Food Production Clinical Experience</td>
</tr>
<tr>
<td>DIET 57</td>
<td>Modified Diets</td>
</tr>
<tr>
<td>FDNT 10</td>
<td>Elementary Nutrition</td>
</tr>
<tr>
<td>HOSP 50</td>
<td>Introduction to Tourism</td>
</tr>
<tr>
<td>SUSAG 50</td>
<td>Introduction to Sustainable Agriculture</td>
</tr>
<tr>
<td>SUSAG 120</td>
<td>Organic Gardening and Food Production</td>
</tr>
<tr>
<td>WINE 1</td>
<td>Viticulture and Wine Styles</td>
</tr>
</tbody>
</table>

Culinary Arts Major Elective Requirements - complete 1.0 units

Complete any combination totaling at least 1.0 units from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUL 222</td>
<td>A Culinary Tour of Sonoma County</td>
</tr>
<tr>
<td>CUL 270.30</td>
<td>Sonoma Wine Country Cuisine</td>
</tr>
<tr>
<td>CUL 275.10</td>
<td>American Regional: Cajun and Creole Cuisine</td>
</tr>
<tr>
<td>CUL 275.11</td>
<td>American Regional: Southern Cuisine</td>
</tr>
<tr>
<td>CUL 275.12</td>
<td>American Regional: Hawaiian Cuisine</td>
</tr>
<tr>
<td>CUL 275.31</td>
<td>Pekinese Cuisine</td>
</tr>
<tr>
<td>CUL 275.32</td>
<td>Shanghaiese Cuisine</td>
</tr>
<tr>
<td>CUL 275.33</td>
<td>Hunanese Cuisine</td>
</tr>
<tr>
<td>CUL 275.34</td>
<td>Cantonese Cuisine</td>
</tr>
<tr>
<td>CUL 275.42</td>
<td>Singaporean Cuisine</td>
</tr>
<tr>
<td>CUL 275.46</td>
<td>Indonesian Cuisine</td>
</tr>
<tr>
<td>CUL 275.48</td>
<td>Indian Cuisine</td>
</tr>
<tr>
<td>CUL 275.49</td>
<td>Malaysian Cuisine</td>
</tr>
<tr>
<td>CUL 275.50</td>
<td>Moroccan Cuisine</td>
</tr>
<tr>
<td>CUL 275.64</td>
<td>Greek Cuisine</td>
</tr>
<tr>
<td>CUL 275.65</td>
<td>Spanish Cuisine</td>
</tr>
<tr>
<td>CUL 275.80</td>
<td>Northwest Italian Cuisines</td>
</tr>
<tr>
<td>CUL 275.81</td>
<td>Northern Italian Cuisines</td>
</tr>
<tr>
<td>CUL 275.82</td>
<td>Northeast Italian Cuisines</td>
</tr>
<tr>
<td>CUL 275.83</td>
<td>Southern Italian Cuisines</td>
</tr>
<tr>
<td>CUL 275.84</td>
<td>Eastern Central Italian Cuisine</td>
</tr>
<tr>
<td>CUL 275.85</td>
<td>Western Central Italian Cuisine</td>
</tr>
</tbody>
</table>

Information Learning Resources Requirement - complete 1.0 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIR 10</td>
<td>Introduction to Information Literacy</td>
</tr>
</tbody>
</table>

Notes:
The degree will be granted upon completion of the required courses with a grade of “C” or better.

Culinary Arts: Restaurant Management (AA)
Program of Study Code: 001042
Term Effective: Fall 2016
20.5 Units
(707) 522-2800
srjcmajor001042@santarosa.edu

Program Requirements:
The Restaurant Management Degree program is designed to train individuals in all aspects of restaurant management. Successful students will be prepared to work in a variety of managerial roles in restaurants, hotels, catering companies and other similar food service businesses.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Employ proper restaurant operations procedure to ensure compliance with safety and sanitation regulations;
2. Use basic math skills to accomplish cash management, labor, and food and beverage costing;
3. Develop employee professionalism in a restaurant setting;
4. Implement industry-standard human resource practices conforming to federal and state wage and labor laws;
5. Employ industry standards relating to service, sales, and alcoholic beverage service;
6. Apply human resource principles to manage a restaurant staff;
7. Employ the diversity of cultural influences and values related to a professional culinary environment; and
8. Exercise critical thinking in evaluating information, solving problems, and making decisions related to food preparation and food service.

Culinary Arts: Restaurant Management Requirements - complete 19.5 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUL 99I</td>
<td>Culinary Arts Occupational Work Experience Internship</td>
</tr>
<tr>
<td>CUL 250</td>
<td>Sanitation and Safety</td>
</tr>
<tr>
<td>CUL 250.1</td>
<td>Culinary Arts Survey</td>
</tr>
<tr>
<td>CUL 250.2</td>
<td>Careers in the Food and Beverage Industry</td>
</tr>
</tbody>
</table>

Notes:
The degree will be granted upon completion of the required courses with a grade of “C” or better.

Dance (AA)
Program of Study Code: 001009
Term Effective: Fall 2015
24.0 Units
(707) 527-4260
srjcmajor001009@santarosa.edu

Program Requirements:
The Dance major leads to an Associate in Arts in Dance and provides the student with a solid foundation in ballet, modern and jazz dance as well as the opportunity to explore other areas of interest. The Dance major will prepare a student for transfer or for careers in dance.

Program Student Learning Outcomes:
Upon successful completion of this major, the student will be able to:
1. Demonstrate proficiency in modern, jazz, and ballet dance forms, in both the performance and production aspects of dance;
2. Display the skills and techniques necessary for employment as instructors, choreographers, and/or performers;
3. Apply the craft and aesthetic qualities of dance orally, practically, and in writing; and
4. Apply the skills and knowledge of dance in advanced courses in order to transfer to four year institutions.
Dance Major Requirements - complete 24.0 units
DANCE 2 Survey of Dance History
Complete any combination totaling at least 6.0 units from the following:
DANCE 11.1 Ballet I
DANCE 11.2 Ballet II
DANCE 11.3 Ballet III
DANCE 11.4 Ballet IV
DANCE 11.5 Ballet V
DANCE 11.6 Ballet VI
Complete any combination totaling at least 6.0 units from the following:
DANCE 13.1 Jazz Dance I
DANCE 13.2 Jazz Dance II
DANCE 13.3 Jazz Dance III
DANCE 13.4 Jazz Dance IV
DANCE 13.5 Jazz Dance V
DANCE 13.6 Jazz Dance VI
Complete any combination totaling at least 6.0 units from the following:
DANCE 16.1 Modern Dance I
DANCE 16.2 Modern Dance II
DANCE 16.3 Modern Dance III
DANCE 16.4 Modern Dance IV
DANCE 16.5 Modern Dance V
DANCE 16.6 Modern Dance VI
Complete any combination totaling at least 3.0 units from the following:
DANCE 3.1 Choreography I
DANCE 14.1 Lyrical Dance I
DANCE 21.1 Hip Hop/Funk I
DANCE 21.2 Hip Hop/Funk II
DANCE 21.3 Hip Hop/Funk III
DANCE 27 Dance Production
DANCE 28 Choreography for Performance
DANCE 29 Dance Ensemble
DANCE 41 International Folk Dance
DANCE 88.1 Latin Dance I
DANCE 88.2 Latin Dance II
DANCE 88.3 Latin Dance III
DANCE 88.4 Latin Dance IV
KINES 62A Sports Medicine Lab A
KINES 62B Sports Medicine Lab B
THAR 1 World Theatre Through Time
THAR 20 Introduction to Stagecraft
THAR 22A Theatrical Makeup Design for Stage and Screen
THAR 24 Introduction to the Design Process
THAR 26 Introduction to Theatrical Lighting
THAR 42 Dance-Theatre Workshop
Notes:
1. There will be an orientation meeting during the first week of school. Please check with the department for place and time.
2. It is HIGHLY recommended to take the courses in the sequence suggested, i.e., take Level I first semester (all dance forms), then Level II the second semester, etc.
   The courses below are only offered during the indicated semester:
   Dance 28 - Spring
   Dance 29 - Fall

The necessary higher level Dance technique classes (levels III and IV) need to be taken prior to the expiration of the 4 semester limit. (repeat code 22)

Dental Hygiene (AS)
Program of Study Code: 002012
Term Effective: Fall 2014
98.0 Units
(707) 527-4583
srjcmajor002012@santarosa.edu

Program Requirements:
The Dental Hygiene Associate Degree program at Santa Rosa Junior College is accredited by the Commission on Dental Accreditation of the American Dental Association. Students receive a comprehensive education in the health sciences and in clinical dental hygiene and are prepared for entry into the practice of dental hygiene.

Program Selection Process:
Please contact the Dental Hygiene coordinator in the Health Science Department for information.

Dental Hygiene Prerequisites - complete 29.0 units
ANAT 1 General Human Anatomy
ENGL 1A Reading & Composition
PHYSIO 1 Human Physiology
Complete any combination totaling at least 5.0 units from the following:
CHEM 60 Chemistry for the Allied Health Sciences
CHEM 1A General Chemistry
CHEM 8 Introductory Organic Chemistry
Complete any combination totaling at least 4.0 units from the following:
MICRO 5 General Microbiology
MICRO 60 Fundamentals of Microbiology
Complete any combination totaling at least 3.0 units from the following:
FDNT 10 Elementary Nutrition
FDNT 62 Nutrition & Diet Therapy
Complete any combination totaling at least 3.0 units from the following:
ENGL 5 Advanced Composition and Critical Thinking
PHIL 3 Critical Thinking
PHIL 5 Critical Thinking/Writing
SPCH 1A Introduction to Public Speaking
SPCH 60 Communication Skills

Commission on Dental Accreditation of the American Dental Assc. Requirements - complete 9.0 units
Complete any combination totaling at least 3.0 units from the following:
COMM 5 Group Discussion & Problem Solving
COMM 6 Interpersonal Communication
SPCH 1A Introduction to Public Speaking
SPCH 60 Communication Skills

Diesel Equipment Technology (AS)
Program of Study Code: 002019
Term Effective: Fall 2016
46.5 Units
(707) 522-2601
srjcmajor002019@santarosa.edu

Program Requirements:
The Diesel Equipment Technology major offers both theoretical and hands-on training related to diesel equipment including diesel engines, drive trains, fuel, electrical, hydraulic, brake and suspension systems.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate safe operation of hand tools, power tools and specialized diesel tools and equipment;
2. Identify major truck, construction and agricultural equipment components;
3. Diagnose major component failures and recommend repairs;
4. Perform typical major component repairs; and
5. Access and interpret Diesel service information and schematics both manually and on the computer.

**Diesel Equipment Technology Requirements - complete 45.5 units**

**Complete any combination totaling at least 10.0 units from the following:**

- AUTO 51 Automotive Electrical System
- DET 179 Diesel Shop Practices
- DET 181 Preventive Maintenance and Inspection
- DET 182A Diesel Engine Overhaul
- DET 182B Diesel Engine Fuel Systems
- DET 184 Mobile Hydraulics
- DET 185 Heavy Duty Chassis and Undercarriage Systems
- DET 186 Heavy-Duty Power Train
- DET 189 Heavy Duty Equipment Electrical Systems
- IED 190 Industrial Mathematics
- WELD 70 Beginning Welding: Fundamentals

**Complete any combination totaling at least 3.0 units from the following:**

- AUTO 290 Emission Control Systems
- DET 280 Advanced Shop Practices
- DET 281 Advanced Mobile Hydraulics
- DET 282 Advanced Diesel Engine Fuel Systems
- DET 284 Advanced Mobile Hydraulics
- DET 285 Advanced Heavy Duty Chassis and Undercarriage Systems
- DET 286 Advanced Heavy Duty Power Train
- DET 289 Advanced Heavy Duty Equipment Electrical Systems
- IED 290 Intermediate Mathematics
- WELD 71 Welding Basics: Intermediate

**Information Learning Resources**

**Requirement - complete 1.0 units**

- LIR 10 Introduction to Information Literacy

**Notes:**

- DET 179 and DET 181 are beginning courses, one of which should be taken prior to or concurrently with other DET core classes.

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### Dietetic Technician (AS)

**Program of Study Code: 002049**

**Term Effective: Fall 2016**

**46.0 Units**

(707) 521-6921

srjcmajor002049@santarosa.edu

**Program Requirements:**

The Dietetic Technician Major prepares individuals to manage an efficient, safe and healthful food service or to work in health promotion in the community. Students acquire skills for supervising both food production and personnel in health care and other food service institutions; for assisting individuals in the selection of food; and for assisting dietitians with nutrition screening and education.

Courses include both classroom instruction and supervised field experience in community nutrition and local food service establishments. The Dietetic Technician major courses meet the minimal requirement of the California Department of Health Services for managing the food service department in a health care facility. Some required courses have strictly enforced prerequisites.

Program Student Learning Outcomes

Upon successful completion of this major, the student will be able to:

1. Take and pass the Commission on Dietetic Registration (CDR) Exam for Dietetic Technicians, Registered (DTR) or be prepared to continue education in nutrition, dietetics, or foodservice at a higher level;
2. Communicate clearly and professionally as a Dietetic Technician, Registered, in written and verbal formats;
3. Apply basic knowledge of nutrition and physiology in assisting individuals with health promotion and disease prevention;
4. Prepare nutritional care plans for and provide counseling to clients from diverse cultural and social backgrounds at various stages in the lifecycle;
5. Manage cost control, purchasing, inventory, meal production, employee scheduling and supervision of foodservice workers for safe and sanitary commercial food production;
6. Use leadership skills to motivate employees to work as a team in an efficient and effective manner that meets or exceeds client expectations; and
7. Exhibit professional behaviors in all aspects of work as competent DTRs.

**Dietetic Technician Requirements - complete 45.0 units**

**Complete any combination totaling at least 3.0 units from the following:**

- ANTHRO 2 Cultural Anthropology
- ANTHRO 30 Anthropology of Globalization
- DIET 50 Sanitation & Safety
- DIET 52 Management Training Techniques
- DIET 55 Food Production Management
- DIET 55L Food Production Clinical Experience
- DIET 57 Modified Diets
- DIET 106.1 Supervised Field Experience

**Notes:**

All courses taken in conjunction with this program must be completed with a letter grade of ‘C’ or better. Students will complete a portfolio demonstrating competency in entry level Dietetic Technician skills as part of their Supervised Field Experience classes, DIET 106.1 and 106.2.

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### Digital Media: 3D Modeling and Animation (AS)

**Program of Study Code: 002055**

**Term Effective: Fall 2016**

**34.0 Units**

(707) 527-4871

srjcmajor002055@santarosa.edu

**Program Requirements:**

The 3D Modeling and Animation Certificate provides fundamental skills for entry into a wide range of industries, including entertainment, architecture, electronic gaming, advertising, and educational media, as well as forensics and medical animation, and 3D simulations. This program also prepares students for advanced animation education through degree granting institutions and schools specializing in the film and broadcast fields.

Students will explore the principles of three-dimensional (3D) modeling, texturing, lighting and animating, as well as the application of particle systems and dynamics to produce a range of effects. Emphasis is placed on
Majors: Digital Media: Audio (AA)

Digital Media: 3D Modeling & Animation

Core Requirements - complete 33.0 units

APTECH 43  Computer Modeling and Animation with 3D Studio Max
APTECH 63  3D Animation: Modeling and Rigging
APTECH 64  3D Animation: Visual Effects, Character Anim. & Compositing
APTECH 65  Advanced 3D Animation Workshop
ART 5    Three Dimensional Design
CS 70.11A Adobe Photoshop 1
CS 74.11  Introduction to Digital Media
CS 74.21A Digital Video Post Production Techniques 1
CS 74.21B Digital Video Post Production Techniques 2

Complete any combination totaling at least 6.0 units from the following:
APGR 72 Principles of Screen Design
ART 4 Principles of Color
ART 12 Figure Drawing
CS 70.11B Adobe Photoshop 2
CS 74.21C Digital Video Post Production Techniques 3
CS 74.21D Digital Video Post Production Techniques 4
CS 74.41A Game Design 1
CS 74.41B Game Design 2
CS 74.42A Game Development with C#/XNA 1
CS 74.42B Game Development with C#/XNA 2
DANCE 10.1 Introduction to Dance Movement
KCOMB 2.1 Beginning Judo
KCOMB 3.1 Beginning Karate
THAR 10A Introduction to Acting
THAR 10B Scene Study and Characterization

Information Learning Resources

Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Digital Media: Digital Filmmaking (AS)

Program of Study Code: 002056
Term Effective: Fall 2015
32.0 Units
(707) 527-4778
srjcmajor002056@santarosa.edu

Program Requirements:
The Digital Filmmaking Certificate and major is designed to provide students with a foundation in film history and film form as well as in field production and postproduction techniques for digital filmmaking. The program will prepare students for broadcast and commercials, digital photography, documentary/biography production, legal and forensic video production, duplication and transfer, DVD authoring/mastering, videos for websites, online advertisements, public service announcements, industrial and corporate training videos, live internet streaming, live seminar capture, music videos, postproduction/editing, sports/performance events, media tech work on live events (including video production troubleshooting), and we video production/encoding.

Program Student Learning Outcomes
Upon successful completion of this program, the students will be able to:
1. Produce a professional quality video project using industry standard non-linear editing software and audio editing software; and
2. Use DVD authoring software to create a project with multiple menus and special features for playback on the Web or DVD.

Digital Media: Game Programming

Core Requirements - complete 31.0 units

CS 70  Introduction to Computer Programming
CS 11  Data Structures and Algorithms
CS 74.11 Introduction to Digital Media
MATH 1A Calculus, First Course
MATH 1B Calculus, Second Course
MATH 4 Discrete Mathematics

Complete any combination totaling at least 6.0 units from the following:
CS 74.41A Game Design 1
CS 74.41B Game Design 2
CS 74.42A Game Development with C#/XNA 1
CS 74.42B Game Development with C#/XNA 2

Information Learning Resources

Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Digital Media: Audio (AA)

Program of Study Code: 001047
Term Effective: Fall 2016
26.0 Units
(707) 527-4330
srjcmajor001047@santarosa.edu

Program Requirements:
The purpose of the Digital Media: Audio program, (formerly Audio Production for Digital Media), is to provide students with an overview of MIDI sequencing, sound synthesis, audio recording, digital and analog audio technology, basic music theory, sound design for multimedia applications including video games (for educational and/or entertainment purposes), and delivery of audio content over radio, television, and the Internet. Graduates are prepared for entry-level positions in professional audio production including audio engineering, sound design, audio-for-video post-production, broadcasting, and CD/DVD mastering.

Digital Media: Audio Requirements - complete 25.0 units

CS 74.11 Introduction to Digital Media
MUSC 5D Introduction to MIDI
MUSC 51A Digital Audio: Fundamentals
MUSC 51B Digital Audio: Multimeda
MUSC 60A Audio Recording 1
MUSC 60B Audio Recording 2
CS 50.32 Web / Interactive Media Projects

Complete any combination totaling at least 3.0 units from the following:
MUSC 1 Music Fundamentals
MUSC 2A Introduction to Music Theory
MUSC 11A Class Piano 1

Information Learning Resources

Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Digital Media: Game Programming (AS)

Program of Study Code: 002054
Term Effective: Fall 2016
32.0 Units
(707)527-4778
srjcmajor002054@santarosa.edu

Program Requirements:
The Game Programming major provides a course of study that prepares students to transfer to a four-year degree program focusing on the design and programming of interactive computer games and leading to a career in the game development industry. The Game Programming major focuses on computer programming, mathematics, and game design and programming.

Digital Media: Game Programming Core Requirements - complete 31.0 units

CS 70  Introduction to Computer Programming
CS 11  Data Structures and Algorithms
CS 74.11 Introduction to Digital Media
MATH 1A Calculus, First Course
MATH 1B Calculus, Second Course
MATH 4 Discrete Mathematics

Complete any combination totaling at least 6.0 units from the following:
CS 74.41A Game Design 1
CS 74.41B Game Design 2
CS 74.42A Game Development with C#/XNA 1
CS 74.42B Game Development with C#/XNA 2

Information Learning Resources

Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy
Digital Media: Interactive Multimedia (AA)

Program of Study Code: 001040
Term Effective: Fall 2016
32.0 Units
(707) 527-4990
srjcmajor001040@santarosa.edu

Program Requirements:
The Digital Media: Interactive Multimedia Major provides students with the knowledge and skills to generate and manipulate graphics, animations, sound, text and video into consolidated and seamless multimedia presentations for use in developing products or creations such as advanced business presentations and performance pieces, video games, movies, music videos, commercials, CD-ROMs, DVDs, touch screen computer kiosks, and web-based rich media.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Complete professional projects, products, and other assignments in applications such as Dreamweaver, Flash, Photoshop, Illustrator, and various other video editing and web-design software applications;
2. Demonstrate analytical, critical thinking and decision-making skills as they apply to interactive media design;
3. Integrate knowledge of the principles and standards of rich media design and demonstrate this in professional projects and assignments that rely on software, programming and markup language expertise; and
4. Complete professional projects, products, and other assignments in applications such as Dreamweaver, Flash, Photoshop and various other video editing and web-design software applications.

Web Development Core Requirements - complete 12.0 units
CS 50A Web Development 1
CS 50B Web Development 2
CS 50C Web Development 3
CS 57.11 Introduction to Social Media

Interactive Multimedia Emphasis
Requirements - complete 19.0 units
CS 50.32 Web and Digital Media Projects
CS 55.11 Programming Webpages with JavaScript, jQuery and AJAX
CS 70.11A Adobe Photoshop 1
CS 74.11 Introduction to Digital Media
CS 74.21A Digital Video Post Production Techniques 1
CS 74.21B Digital Video Post Production Techniques 2
CS 74.31A Intro to Web-Based Animation with Flash

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Early Childhood Education for Transfer (AS-T)

Program of Study Code: 002063
Term Effective: Fall 2016
27.0 Units
(707) 527-4315
srjcmajor002063@santarosa.edu

Program Requirements:
The Associate in Science in Early Childhood Education for Transfer degree provides the foundational courses for transfer into upper division programs in Child Development, Human Development, Early Childhood Education, Early Childhood Studies, Child and Adolescent Development. It is based on the work of the Early Childhood Curriculum Alignment Project and therefore it has a curriculum and student learning outcomes similar to other aligned colleges. It fulfills the transfer model curriculum for many CSU campuses. The degree consists of evidence-based courses that are intended to become a foundational core for all early care and education professionals. Students will receive a comprehensive survey of the field of early childhood education including the growth and development of young children, the role of community and society in that development and the fundamentals of being an early childhood educator in a variety of settings.

Students will have to fulfill the following requirements to earn this degree.
1. Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:
   - The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   - A minimum of 27 semester units as required for the Associate in Science in Early Childhood Education for Transfer major.
2. Obtainment of an overall minimum grade point average of 2.0.
3. Earn a grade of C or better in all courses required for the Associate in Science in Early Childhood Education for Transfer major.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Integrate an understanding of the potential, the characteristics, and the multiple influences on the development of children into the delivery of high quality care and programs;
2. Design, implement and evaluate play-based environments and activities that support developmental appropriate learning outcomes for all young children;
3. Apply effective guidance and interaction strategies that support all children's social learning, identity and self-esteem;
4. Develop strategies that promote relationships between programs, teachers, families, and their communities; and
5. Demonstrate ethical standards and professional behaviors that reflect understanding, knowledge, and a commitment to the field of early childhood education and care.

Early Childhood Education for Transfer Requirements - complete 27.0 units

Economics for Transfer (AA-T)

Program of Study Code: 001069
Term Effective: Fall 2014
26.0 Units
(707) 524-1812
srjcmajor001069@santarosa.edu

Program Requirements:
The Associate in Arts in Economics for Transfer will prepare and guide students seeking a bachelor's degree in Economics and will fulfill the lower division requirements for that degree at a CSU.

The Associate in Arts in Economics for Transfer degree is designed to provide a clear transfer pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T are guaranteed admission to, and given priority admission consideration to, their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.
1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   - (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   - (B) A minimum of 26-28 semester units as required for the Associate in Arts in Economics for Transfer major.
2. Obtain an overall minimum grade point average of 2.0.
3. Earn a grade of C or better in all courses required for the Associate in Arts in Economics for Transfer major.

Economics for Transfer (AA-T)

Program of Study Code: 001069
Term Effective: Fall 2014
26.0 Units
(707) 524-1812
srjcmajor001069@santarosa.edu

Program Requirements:
The Associate in Arts in Economics for Transfer will prepare and guide students seeking a bachelor's degree in Economics and will fulfill the lower division requirements for that degree at a CSU.

The Associate in Arts in Economics for Transfer degree is designed to provide a clear transfer pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T are guaranteed admission to, and given priority admission consideration to, their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.
1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   - (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   - (B) A minimum of 26-28 semester units as required for the Associate in Arts in Economics for Transfer major.
2. Obtain an overall minimum grade point average of 2.0.
3. Earn a grade of C or better in all courses required for the Associate in Arts in Economics for Transfer major.

Economics for Transfer (AA-T)

Program of Study Code: 001069
Term Effective: Fall 2014
26.0 Units
(707) 524-1812
srjcmajor001069@santarosa.edu

Program Requirements:
The Associate in Arts in Economics for Transfer will prepare and guide students seeking a bachelor's degree in Economics and will fulfill the lower division requirements for that degree at a CSU.

The Associate in Arts in Economics for Transfer degree is designed to provide a clear transfer pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T are guaranteed admission to, and given priority admission consideration to, their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.
1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   - (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   - (B) A minimum of 26-28 semester units as required for the Associate in Arts in Economics for Transfer major.
2. Obtain an overall minimum grade point average of 2.0.
3. Earn a grade of C or better in all courses required for the Associate in Arts in Economics for Transfer major.

Economics for Transfer (AA-T)

Program of Study Code: 001069
Term Effective: Fall 2014
26.0 Units
(707) 524-1812
srjcmajor001069@santarosa.edu

Program Requirements:
The Associate in Arts in Economics for Transfer will prepare and guide students seeking a bachelor's degree in Economics and will fulfill the lower division requirements for that degree at a CSU.

The Associate in Arts in Economics for Transfer degree is designed to provide a clear transfer pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T are guaranteed admission to, and given priority admission consideration to, their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.
1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   - (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   - (B) A minimum of 26-28 semester units as required for the Associate in Arts in Economics for Transfer major.
2. Obtain an overall minimum grade point average of 2.0.
3. Earn a grade of C or better in all courses required for the Associate in Arts in Economics for Transfer major.

Economics for Transfer (AA-T)

Program of Study Code: 001069
Term Effective: Fall 2014
26.0 Units
(707) 524-1812
srjcmajor001069@santarosa.edu

Program Requirements:
The Associate in Arts in Economics for Transfer will prepare and guide students seeking a bachelor's degree in Economics and will fulfill the lower division requirements for that degree at a CSU.

The Associate in Arts in Economics for Transfer degree is designed to provide a clear transfer pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T are guaranteed admission to, and given priority admission consideration to, their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.
1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   - (A) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   - (B) A minimum of 26-28 semester units as required for the Associate in Arts in Economics for Transfer major.
2. Obtain an overall minimum grade point average of 2.0.
3. Earn a grade of C or better in all courses required for the Associate in Arts in Economics for Transfer major.
required for the Associate in Arts in Economics for Transfer major.

Student Learning Outcomes
Upon successful completion of the Economics for Transfer major, students will be able to:
1. Apply economic theories and economic reasoning in real-life situations using the concepts of scarcity, marginal analysis, opportunity cost for individual and collective decision-making;
2. Use analytical techniques to measure economic conditions related to the individual, business firms, industries, and economic systems;
3. Explain the role that households, business organizations, governments, and the international sector play in free markets, command economics, and mixed economies; and
4. Evaluate the objectives, limitations, and mechanisms of regulation, taxation, tariffs, quotas, and monetary and fiscal policies.

Economics For Transfer Core Requirements - complete 20.0 units
- ECON 1 Principles of Macroeconomics
- ECON 2 Principles of Microeconomics
- MATH 1A Calculus, First Course
- MATH 1B Calculus, Second Course
- MATH 15 Elementary Statistics

Economics for Transfer List A Requirements - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
- AGBUS 7 Agricultural Economics
- BAD 1 Financial Accounting
- BAD 2 Managerial Accounting
- BAD 18 The Legal Environment of Business
- CS 84.21 Management Information Systems
- ENGL 5 Advanced Composition and Critical Thinking
- MATH 9 Finite Mathematics
- PHIL 5 Critical Thinking/ Writing
- SOC 1 Introduction to Sociology
- SPCH 3A Introduction to Argumentation
- SPCH 9 Critical Thinking and Argumentation

Electronic Technology Requirements - complete 24.0 units
- ELEC 60A Direct & Alternating Current Theory
- ELEC 60B Fundamentals of Electronic Devices
- ELEC 60C Modern Electronic Circuits I
- ELEC 60D Modern Electronic Circuits II

Information Learning Resources
Requirement - complete 1.0 units
- LIR 10 Introduction to Information Literacy

Notes:
- This major/certificate is undergoing revisions. Please consult a counselor or program coordinator.

Elementary Teacher Education Core Requirements - complete 47.5 units
Complete any combination totaling at least 4.0 units from the following:
- BIO 10 Introduction to Principles of Biology
- BIO 16 Introduction to Biology Through Current Issues

Elementary Teacher Education for Transfer (AA-T)
Program of Study Code: 001063
Term Effective: Fall 2015
53.5 Units
(707) 527-4315
srjcmajor001063@santarosa.edu
Program Requirements:
The Associate in Arts in Elementary Teacher Education for transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T are guaranteed admission with junior standing in early childhood education or elementary education at a California State University. Students will have to fulfill the following requirements to earn this degree:
1. Demonstrate college-level skills in written English, oral communications, math, and critical thinking;
2. Demonstrate a basic grasp of the disciplines most commonly taught in elementary schools in California, including physical science, biology, art, literature in a cultural or geographic context, world geography, United States history, and United States government; and
3. Demonstrate a basic grasp of child growth and development.

Notes:
- This major/certificate is undergoing revisions. Please consult a counselor or program coordinator.
Elementary Teacher Education for Transfer

**List A Requirements - complete 3.0 units**
Complete any combination totaling at least 3.0 units from the following:

**ENGL 5** Advanced Composition and Critical Thinking

**PHIL 5** Critical Thinking/Writing

**SPCH 9** Critical Thinking and Argumentation

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**Elementary Teacher Education for Transfer List B - complete 3.0 units**
Complete any combination totaling at least 3.0 units from the following:

**ART 2.1** History & Aesthetic Appreciation of Prehistoric - Gothic Art

**DANCE 2** Survey of Dance History

**MUSC 7** Classical Music Appreciation

**THAR 2** Introduction to Theatre Arts

**ART 2.2** History and Appreciation of Late Gothic to Impressionist Art

**ART 2.3** History and Appreciation of Modern Art

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**Notes:**

**NOTE about List B Requirement:** Students need to be aware that if they choose to take ART 2.2 under the List B Elective choices they must also complete ART 2.3 to fulfill the List B Requirement.

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**Engineering (AS)**

**Program of Study Code:** 002051

**Term Effective:** Fall 2014

**37.0 Units**

srjcmajor002051@santarosa.edu

**Program Requirements:**

The Engineering Transfer Program is designed for students seeking to fulfill lower division preparation for junior level transfer to bachelor degree engineering programs at four-year colleges and universities. Students develop the analysis, teamwork, design, and communication skills necessary to succeed in their upper division work and as an engineer in industry.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:

1. Apply lower division level knowledge of math, science, and engineering to the formulation and solution of engineering problems;
2. Show competence with modern engineering tools necessary for success in upper division engineering course work;
3. Demonstrate a solid foundation of communication, teamwork, analysis, and design skills necessary for success in upper division work; and
4. Develop a foundation for life-long learning in the evolving group of engineering disciplines that function within a framework of environmental, social, political, health and safety, economic, and ethical concerns.

**Engineering Requirements - complete 37.0 units**

**MATH 1A** Calculus, First Course

**MATH 1B** Calculus, Second Course

**MATH 1C** Calculus, Third Course

**MATH 2** Calculus, Fourth Course-Differential Equations

**PHYS 40** Classical Mechanics for Scientists and Engineers

**Complete any combination totaling at least 5.0 units from the following:**

**CHEM 1A** General Chemistry

**CHEM 4A** General Chemistry with Quantitative Analysis

**Complete any combination totaling at least 6.0 units from the following:**

**ENGR 10** Introduction to the Engineering Profession

**ENGR 16** Electric Circuits and Devices

**ENGR 25** Engineering Graphics and Design

**ENGR 34** Engineering Mechanics: Statics

**ENGR 45** Properties of Materials

**ENGR 101** Engineering Design Project

**ENGR 102** Robotics Design Project

**Complete any combination totaling at least 4.0 units from the following:**

**PHYS 41** Waves, Optics and Thermodynamics for Scientists & Engineers

**PHYS 42** Electricity and Magnetism for Scientists and Engineers

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**English for Transfer (AA-T)**

**Program of Study Code:** 001061

**Term Effective:** Fall 2016

**18.0 Units**

srjcmajor001061@santarosa.edu

**Program Requirements:**

The Associate in Arts in English for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.

Completion of 60 semester units that include:
1. A minimum of 18 semester or 27 quarter units in the major as determined by the community college district, and
2. The California State University General Education-Breadth (CSU GE-Breadth) pattern of 39 units; OR the Intersegmental General Education Transfer Curriculum (IGETC) pattern of 37 units.
3. Obtaining a minimum grade point average (GPA) of 2.0 and Earn a grade of C or better in all courses required for the major.

Student Learning Outcomes:

Upon successful completion of this major, the student will be able to:

1. Critically read, analyze, and interpret diverse literary works;
2. Write clear, effective and original expository and argumentative essays on the college level;
3. Communicate their understanding and analysis of literature in both formal and informal discussion;
4. Show familiarity with the historical and cultural contexts of literatures in the United States, Great Britain, and other English speaking countries;
5. Analyze literature arising from any tradition and any cultural group;
6. Demonstrate sensitivity to cultural differences as they are expressed in literary works published not only in English, but in translation;
7. Apply a range of both historic and contemporary critical approaches to literature; and
8. Support critical arguments with sufficient research and appropriate secondary sources.

**English for Transfer Core Requirements - complete 6.0 units**

**ENGL 10** Literature and Composition

**ENGL 5** Advanced Composition and Critical Thinking

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**English for Transfer List A Requirements - complete 6.0 units**

**ENGL 30.1** American Literature: Pre-Colonial Period to the Civil War

**ENGL 30.2** American Literature from 1865 to the Present

**ENGL 46.1** Survey of English Literature Part 1

**ENGL 46.2** Survey of English Literature Part 2

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**English for Transfer List B Requirement - complete 3.0 units**

**ENGL 2** Introduction to the Novel

**ENGL 3** Introduction to Poetry

**ENGL 4A** Beginning Creative Writing

**ENGL 7** Introduction to the Short Story

**ENGL 27** Introduction to Shakespeare

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**English for Transfer List C Requirements - complete 3.0 units**

**ENGL 9** Contemporary World Literature

**ENGL 10** Introduction to Literature and the Environment

**ENGL 12** Children’s Literature

**ENGL 25** Introduction to Language Study

**ENGL 31** African American Arts and Literature
Majors:  Environmental Horticulture: Garden Design (AS)

Environmental Horticulture: Garden Design (AS)
Program of Study Code: 002027
Term Effective: Fall 2016
29.0 Units
(707) 527-4408
srjcmajor002027@santarosa.edu
Program Requirements:
The Environmental Horticulture: Garden Design major prepares students for occupations within the landscape industry that require garden design skills. The program emphasizes hands-on learning, and most courses incorporate lab activities that apply knowledge and skills in realistic settings.

Program Student Learning Outcomes

Upon successful completion of this major, the student will be able to:
1. Apply proper landscape principles to an appropriate site;
2. Apply color media to the graphic presentation of a landscape plan; and
3. Prepare perspective drawings of a design.

Environmental Horticulture: Garden Design Requirements - complete 28.0 units

**HORT 8** Plant Materials: Summer/Fall
**HORT 12** Plant Materials: Winter/Spring
**HORT 50.1** Introduction to Horticultural Science
**HORT 50.2** Horticulture Industry and Careers
**HORT 65** Horticulture Workplace Practices
**HORT 93** Landscape Drafting and Design
**HORT 94** Landscape Design Applications
**HORT 171** Integrated Pest Management in the Horticulture Industry
**HORT 195** CAD: Landscape Site Plans

Complete any combination totaling at least 1.0 units from the following:

AGRI 98 Independent Study in Agriculture
AGRI 99I Agriculture Occupational Work Experience Internship

Complete any combination totaling at least 3.0 units from the following:

AGBUS 2 Agricultural Computer Applications
AGBUS 56 Introduction to Agriculture Business and Management
AGBUS 61 Agricultural Marketing
AGBUS 62 Agricultural Sales and Communication

Complete any combination totaling at least 3.0 units from the following:

APTECH 46 Introduction to Computer-Aided Drafting Landscape Practices
**HORT 80** Landscape Practices
**HORT 91** Landscape Construction/Estimation
**HORT 92.1** Landscape Irrigation
**HORT 110** Trees for Northern California
**HORT 112** Perennials for Sonoma County
**HORT 115.1** Designing with Ornamental Grasses
**HORT 119** Landscaping with California Native Plants
**HORT 127** Edible Landscapes: Design and Maintenance
**HORT 133** Current Topics in Horticulture
**HORT 180** Water Conserving Landscapes
**HORT 181** Qualified Water Efficient Landscaper Training

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
Students with extensive horticulture related workplace experience should consult with the instructor prior to enrolling in HORT 65.

Only one unit of AGRI 98 Independent Study or AGRI 99I Work Experience/Internship is required, but students may elect to take additional units.

Environmental Horticulture: Landscape Management (AS)
Program of Study Code: 002029
Term Effective: Fall 2016
29.0 Units
(707) 527-4409
srjcmajor002029@santarosa.edu
Program Requirements:
The Environmental Horticulture: Landscape Management major program deals with all aspects of plant use in the landscape. This program provides an introductory base of plant knowledge and landscape skills, allowing students the option of entering a variety of jobs with the preparation for rapid advancement within their chosen occupations.

Program Student Learning Outcomes

Upon successful completion of this major, the student will be able to:
1. Create a materials takeoff for hardscape features;
2. Develop the skills to perform landscape contractor construction skills;
3. Demonstrate proper landscape plant maintenance practices;
4. Develop proper water efficient practices in the landscape; and
5. Assess plants for landscape purposes.

Environmental Horticulture: Landscape Management Requirements - complete 28.0 units

**HORT 8** Plant Materials: Summer/Fall
**HORT 12** Plant Materials: Winter/Spring
**HORT 50.1** Introduction to Horticultural Science
**HORT 50.2** Horticulture Industry and Careers
**HORT 65** Horticulture Workplace Practices
**HORT 68** Landscape Practices
**HORT 91** Landscape Construction/Estimation
**HORT 92.1** Landscape Irrigation
**HORT 171** Integrated Pest Management in the Horticulture Industry

Complete any combination totaling at least 1.0 units from the following:

AGRI 98 Independent Study in Agriculture
AGRI 99I Agriculture Occupational Work Experience Internship

Complete any combination totaling at least 3.0 units from the following:

AGBUS 2 Agricultural Computer Applications
AGBUS 56 Introduction to Agriculture Business and Management
AGBUS 61 Agricultural Marketing
AGBUS 62 Agricultural Sales and Communication

Environmental Horticulture: Nursery Management (AS)
Program of Study Code: 002030
Term Effective: Fall 2016
29.0 Units
(707) 527-4409
srjcmajor002030@santarosa.edu
Program Requirements:
The Environmental Horticulture: Nursery Management major prepares students to advance to management positions in nurseries that propagate, grow and market plants for use in the home, business or the landscape.

Program Student Learning Outcomes

Upon successful completion of this program, the student will be able to:
1. Demonstrate proper plant propagation techniques;
2. Define proper greenhouse environment required for propagation;
3. Compare and contrast container vs field production systems;
4. Apply appropriate behavior and workplace policies; and
5. Organize an effective product display.

Environmental Horticulture: Nursery Management Requirements - complete 28.0 units

**HORT 8** Plant Materials: Summer/Fall
**HORT 12** Plant Materials: Winter/Spring
**HORT 50.1** Introduction to Horticultural Science
**HORT 50.2** Horticulture Industry and Careers
**HORT 65** Horticulture Workplace Practices
**HORT 68** Landscape Practices
**HORT 91** Landscape Construction/Estimation
**HORT 92.1** Landscape Irrigation
**HORT 171** Integrated Pest Management in the Horticulture Industry

Complete any combination totaling at least 1.0 units from the following:

AGRI 98 Independent Study in Agriculture
AGRI 99I Agriculture Occupational Work Experience Internship

Complete any combination totaling at least 3.0 units from the following:
Major: Environmental Studies (AA)

Program of Study Code: 002048
Term Effective: Fall 2016
21.0 Units
(707) 527-4638
srjcmajor002048@santarosa.edu

Program Requirements:
The Environmental Studies major will provide students with an understanding of the manner in which various disciplines study the environment and approach our most pressing environmental issues. The degree in Environmental Studies will also help prepare students for transfer to a broad-based Environmental Studies program at a University of California or California State University campus.

Upon successful completion of this major, the student will be able to:
1. Summarize, analyze and critically evaluate environmental information from a variety of sources;
2. Apply critical thinking skills to identify environmental issues, recognize their causes, and to evaluate potential solutions;
3. Integrate the perspectives of the humanities, social sciences and natural sciences as they pertain to environmental issues;
4. Explain the societal/social, political, economic, cultural and/or ethical variables that contribute to environmental degradation; and
5. Reflect critically about their roles and identities as citizens, consumers, and environmental actors, in a complex interconnected world.

Environmental Studies Core Requirements - complete 14.0 units
ENVS 40 Environmental Forum
Complete any combination totaling at least 12.0 units from the following:
BIO 12 Basic Concepts of Ecology
ECON 12 Introduction to Economics
and the Environment
ENGL 10 Introduction to Literature
and the Environment
ENVS 12 Introduction to Environmental Science
NRM 12 Introduction to Environmental Conservation
PHIL 12 Environmental Philosophy
SOC 12 Environmental Policy and Politics

Complete any combination totaling at least 1.0 units from the following:
CI 53 Community Involvement Related to Environmental Studies
WEOC 99 Occupational Work Experience Internship
Environmental Studies Science/Math Elective Requirements - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
ANTHR 1 Physical Anthropology
AUTO 190.1 Alternative Fuels and Fuel Systems
BIO 2.1 Fundamentals of Biology (Cell and Molecular)
BIO 2.2 Fundamentals of Biology (Evolution, Genetics, and Zoology)
BIO 2.3 Fundamentals of Biology (Botany and Ecology)
BIO 12 Basic Concepts of Ecology
BIO 25 Marine Biology
BIO 26 Biology of Marine Mammals
BIO 31 Tropical Biodiversity and Conservation
BOTANY 60 Field Botany
CHEM 1A General Chemistry
CHEM 4A General Chemistry with Quantitative Analysis
DET 190.1 Alternative Fuels and Fuel Systems
ENVS 12 Introduction to Environmental Science
GEOG 4 Physical Geography
GEOL 20 Natural Disasters
MATH 15 Elementary Statistics
NRM 12 Introduction to Environmental Conservation
NRM 51 Wildland Trees and Shrubs

Environmental Studies Behavioral/Social Sciences/Humanities Elective Reqs - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
ANTHR 2 Cultural Anthropology
ANTHR 32 Native Cultures of North America
ARCH 12 Introduction to Environmental Design
ECON 1 Principles of Microeconomics
ECON 2 Principles of Microeconomics
ECON 12 Introduction to Economics
and the Environment
ENGL 10 Introduction to Literature
and the Environment
GEOG 7 Introduction to Human Geography
HIST 22 History of California
HUMAN 5 World Humanities: Arts, Ideas, Values
PHIL 11 Introduction to Asian Philosophy
PHIL 12 Environmental Philosophy
POLS 25 Introduction to International Relations
SOC 12 Environmental Policy and Politics

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
Students with extensive horticulturally related workplace experience should consult with the instructor prior to enrolling in HORT 65.
Only one unit of AGRI 98 Independent Study or AGRI 99I Work Experience/Internship is required, but students may elect to take additional units.
The following courses are anticipated to be added as elective options: HORT 127 and HORT 133.

Environmental Studies (AA)
Majors: Equine Science (AS)

Equine Science (AS)
Program of Study Code: 002005
Term Effective: Fall 2016
24.5 Units
(707) 527-4408
srjcmajor002005@santarosa.edu
Program Requirements:
Today’s multi-billion dollar horse industry is diverse, sophisticated and high tech, requiring individuals who are knowledgeable and skilled to work in this multi-faceted field that annually employs 1.4 million full-time employees. Students who have studied at Santa Rosa Junior College with a major in Equine Science are more than qualified for a wide variety of these diverse careers in the equine industry. Many Equine Science graduates aim for a future in horse farm management at breeding facilities, lesson barns, and race and show training stables. Students may also qualify for employment as veterinarians, consultants, show and race facility managers and staff, high school and junior college riding and equine science instructors, government agents, journalists, and sale/service representatives for companies promoting horse feed, health, and care products. Other career opportunities are available through breed associations, humane organizations, agriculture extension services, recreational services, horse publications, and more.
Program Student Learning Outcomes
Upon completion of the program, students will be able to:
1. Identify and implement sustainable equine management practices that will improve horse quality, provide efficacious management, protect the natural resources and ensure economic viability of the equine industry;
2. Demonstrate a working knowledge of life cycles and state of the art principles of horse production to develop a ranch management calendar that incorporates scientifically based management decisions and the latest technological advances in equine husbandry;
3. Name and demonstrate proper use of equipment used to humanely manage or treat horses;
4. Recognize and practice basic horse handling safety skills while on the ground and when mounted;
5. Identify and evaluate equine anatomy and physiology and relate form to function;
6. Define nutritional needs and demonstrate proper feeding techniques; and
7. List common infectious diseases and parasites and explain the role of preventative health.
Equine Science Requirements - complete 23.5 units
AGRI 99I Agriculture Occupational Work Experience Internship
ANSCI 20 Basic Animal Science
ANSCI 61 Livestock Feeding and Nutrition
EQSCI 25 Equine Science
EQSCI 52 Equine Health
EQSCI 80 Equine and Stable Management

Complete any combination totaling at least 3.0 units from the following:
ANSCI 91 Rangeland Management
EQSCI 51 Equine Nutrition
EQSCI 53 Equine Reproduction
EQSCI 60 Equine Anatomy and Physiology
EQSCI 102A Beginning Horsemanship and Riding
EQSCI 120 Introduction to Therapeutic Riding Principles
EQSCI 121 Therapeutic Riding Program Procedures
EQSCI 151 Introduction to Equine Acupressure and Massage

Information Learning Resources
Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy
Notes: AGRI 99I is to be taken for a minimum of 1 unit.

Fashion Studies: Fashion Design Assistant (AA)
Program of Study Code: 001035
Term Effective: Fall 2016
21.0 Units
(707) 527-4318
srjcmajor001035@santarosa.edu
Program Requirements:
The Fashion Studies: Fashion Design Assistant Major is designed for students interested in careers in the fashion design field as design assistants, pattern makers with large or small garment producers, or as a fashion entrepreneur who designs their own product. Students will learn about textiles and their manufacture, elements and principles of design as it relates to fashion and the figure, basic principles of fashion design and illustration. Students will develop patterns for original designs or from designer working sketches, execute those designs in fabric, and market the finished product.
Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Design garments, using both flat pattern and draping methods, draft patterns from sketch, and select appropriate fabric and trims.
2. Assemble a sample garment by cutting pattern pieces, and collecting appropriate findings according to specifications.
3. Research and identify the cyclical fashion trends.
4. Analyze garment features to interpret fit, line, and design, color for individual figures.
5. Analyze fashion styles and designs appropriate for knitted fabrics and incorporate construction techniques specifically used with knits.
6. Prepare a business plan for a start-up fashion retail company.
7. Use critical thinking skills to analyze fashion design methods and applications.
Fashion Studies: Fashion Design Assistant Requirements - complete 20.0 units

Requirements - complete 1.0 units
FASH 8 Introductory Textiles
FASH 53 Fashion Analysis
FASH 56A Fashion Design and Illustration
FASH 60 Draped Design
FASH 62A Flat Pattern Design 1
FASH 70A Clothing Construction 1
FASH 70B Clothing Construction 2
FASH 121A Sewing with Knits: Basic Tee Shirts
FASH 121B Advanced Sewing with Knits
FASH 139 Fashion Entrepreneurship

Information Learning Resources
Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy
Notes: No course may be used more than once to fulfill a requirement in the major.
All courses must be completed with a grade of C or higher.

Fashion Studies: Retail Merchandising (AA)
Program of Study Code: 001037
Term Effective: Fall 2016
21.0 Units
(707) 527-4318
srjcmajor001037@santarosa.edu
Program Requirements:
The Fashion Studies: Retail Merchandising Major is designed for the student who is interested in a career in fashion retail and its many job opportunities, including sales, buying, fashion consulting, fashion coordination, and fashion display.
Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Utilize effective sales techniques in a retail setting;
2. Identify and discuss various “fashion cycles” and trends to recommend pricing structure and retail merchandising strategies;
3. Identify and discuss the major categories on accessories important to the apparel lines;
4. Describe how the cosmetics and fragrance industry relate to the ready-to-wear industry;
5. Demonstrate the ability to recognize and select materials appropriate in fashion apparel and accessories;
6. Analyze garment features to interpret pricing and recommend appropriate purchases to customers;
7. Discuss the advantages and disadvantages of fashion apparel and accessories with customers in a retail setting;
8. Produce a fashion show;
9. Produce a visual merchandising display window; and
10. Use critical thinking skills to analyze fashion retail merchandising methods and applications.
Fashion Studies: Retail Merchandising Requirements - complete 20.0 units

Requirements - complete 1.0 units
FASH 8 Introductory Textiles
FASH 53 Fashion Analysis
FASH 56A Fashion Design and Illustration
FASH 60 Draped Design
FASH 62A Flat Pattern Design 1
FASH 70A Clothing Construction 1
FASH 70B Clothing Construction 2
FASH 121A Sewing with Knits: Basic Tee Shirts
FASH 121B Advanced Sewing with Knits
FASH 139 Fashion Entrepreneurship

Information Learning Resources
Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy
Notes: No course may be used more than once to fulfill a requirement in the major.
All courses must be completed with a grade of C or higher.
Fire Technology Major Requirements - complete 21.0 units

FIRE 71 Fire Protection Organization
FIRE 72 Fire Behavior and Combustion
FIRE 73 Fire Prevention Technology
FIRE 74 Fire Protection Equipment and Systems
FIRE 76 Building Construction for Fire Protection

Complete any combination totaling at least 3.0 units from the following:
FIRE 77 Hazardous Materials for Public Safety
FIRE 78 Principles of Fire & Emergency Services Safety and Survival

Notes:
All courses must be completed with a grade of C or higher.
Majors: Floral Design (AA)

**Floral Design (AA)**

Program of Study Code: 001028  
Term Effective: Fall 2016  
19.0 Units  
(707) 527-4395  
srjcmajor001028@santarosa.edu  

**Program Requirements:**

The Floral Design major prepares students for work in the floral design industry. Flower care and handling, basic design, use of seasonal, dry, silk, or exotic plant materials, floral decoration, and special occasion arrangement are some of the skills and topics covered in the program.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:

1. Name and properly use the tools and mechanics in floral design;
2. demonstrate proper standards of care and handling of fresh floral materials;
3. create fresh floral arrangements and distinguish between the different types of design styles; and
4. demonstrate an entry level knowledge of retail flower shop operation.

**Floral Design Requirements - complete 18.0 units**

FLORS 83A  Beginning Floral Design
FLORS 83B  Intermediate Floral Design
FLORS 83C  Advanced Floral Design
FLORS 87  European & Advanced Contemporary Floral Design
FLORS 105  Flowers to Wear and Carry
FLORS 108  Display and Merchandising for Retail Florists
FLORS 112  Wedding Design
FLORS 113  Floral Tributes
FLORS 114  Retail Flower Shop Management
FLORS 116  Identification and Handling of Flowers, Foliages and Plants

**Information Learning Resources Requirement - complete 1.0 units**
LIR 10  Introduction to Information Literacy

**Notes:**
Courses must be completed with a grade of C or better.

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**French (AA)**

Program of Study Code: 001053  
Term Effective: Fall 2016  
18.0 Units  
(707) 527-4608  
srjcmajor001053@santarosa.edu  

**Program Requirements:**

The major in French allows transfer students whose planned transfer major is French to learn the skills and topics covered in the program. The major in French will allow transfer students whose planned transfer major is French to learn the skills and topics covered in the program.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:

1. Define and describe geospatial terminology, methods, procedures, standards and technology;  
2. create, edit and analyze geographic, spatial and remotely sensed data;  
3. communicate clearly and effectively in oral, written and graphic formats;  
4. prepare layouts, reports, charts and graphs to support different geospatial applications;  
5. produce finished quality maps representing a basic analysis, a basic survey or a basic scale-based, descriptive, diagrammatic summary;  
6. create a Geographic Information System (GIS) map following standard cartographic principles which can be utilized within a professional portfolio;  
7. demonstrate analytical, critical thinking and decision-making skills in geographic information science and technology; and  
8. describe the influence/effect that geospatial science and technology has on the local, regional, national and global communities.

**Geospatial Technology Core Requirements - complete 20.5 units**

**French (AA)**

Program of Study Code: 001053  
Term Effective: Fall 2016  
18.0 Units  
(707) 527-4608  
srjcmajor001053@santarosa.edu  

**Program Requirements:**

The Geospatial Technology certificate/degree prepares students for variety of technical positions in many different professions. Geospatial Technology incorporates new technology with traditional disciplines by mapping and analyzing things that exist and events that happen on earth.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:

1. Define and describe geospatial terminology, methods, procedures, standards and technology;  
2. create, edit and analyze geographic, spatial and remotely sensed data;  
3. communicate clearly and effectively in oral, written and graphic formats;  
4. prepare layouts, reports, charts and graphs to support different geospatial applications;  
5. produce finished quality maps representing a basic analysis, a basic survey or a basic scale-based, descriptive, diagrammatic summary;  
6. create a Geographic Information System (GIS) map following standard cartographic principles which can be utilized within a professional portfolio;  
7. demonstrate analytical, critical thinking and decision-making skills in geographic information science and technology; and  
8. describe the influence/effect that geospatial science and technology has on the local, regional, national and global communities.

**Geospatial Technology Core Requirements - complete 20.5 units**

**Information Learning Resources Requirement - complete 1.0 units**
LIR 10  Introduction to Information Literacy

**Notes:**
Courses must be completed with a grade of C or better.
Global Studies (AA)

Program of Study Code: 001032
Term Effective: Fall 2016
22.0 Units
(707) 527-4220
srjcmajor001032@santarosa.edu

Program Requirements:
The Global Studies major focuses on the study of globalization and global cultures and emphasizes the analysis and/or discovery of interconnected and interdependent patterns in the human experience today. The major is designed to provide a lower division foundation for students who seek to transfer to upper division programs in Global Studies or International Relations. Additionally, the major provides the foundation for lifelong learning.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Compare and contrast a variety of global cultures and/or geographic regions, and describe their own culture or region with greater awareness;
2. Explain and provide examples of global economic interconnections and interdependencies;
3. Compare and contrast different political systems in a global context;
4. Analyze interrelationships, interconnections, and influences in the history or art of different cultures, peoples, or nations;
5. Utilize the tools and approaches of several different disciplines to analyze global issues, connections, and interdependencies;
6. Demonstrate ability to use research tools to locate and evaluate information on global issues; and
7. Demonstrate basic oral and written proficiency in one modern language other than English.

Global Studies: World Culture or Geography Requirements - complete 3.0 units

- Complete any combination totaling at least 3.0 units from the following:
  - ANTHRO 2: Cultural Anthropology
  - ANTHRO 30: Anthropology of Globalization
  - GEOG 3: World Regional Geography
  - GEOG 7: Introduction to Human Geography

Global Studies: Global Perspectives Requirements - complete 3.0 units

- Complete any combination totaling at least 3.0 units from the following:
  - BAD 10: American Business in Its Global Context
  - ENVS 12: Introduction to Environmental Science
  - HUMAN 5: World Humanities: Arts, Ideas, Values
  - INTD 4: Culture & Values in Latin America & the Caribbean
  - MUSC 8: Introduction to World Music
  - PHIL 8: Comparative Religion
  - PHIL 11: Introduction to Asian Philosophy

Global Studies: World Art or History Requirements - complete 3.0 units

- Complete any combination totaling at least 3.0 units from the following:
  - ART 1.1: World Art History to 1500
  - ART 1.2: World Art History Since 1500
  - ART 2.3: History and Appreciation of Modern Art
  - HIST 1.1: World History to 1500
  - HIST 1.2: World History Since 1500
  - HIST 4.2: History of Western Civilization from 1648
  - HIST 8.1: History of Latin America from Pre-Columbian to 1830
  - HIST 8.2: History of Latin America from 1830 to Present

Global Studies: World Politics Requirements - complete 3.0 units

- Complete any combination totaling at least 3.0 units from the following:
  - POLS 2: Introduction to Comparative Government
  - POLS 18: Political Theory
  - POLS 25: Introduction to International Relations

Global Studies: Economics Requirements - complete 3.0 units

- Complete any combination totaling at least 3.0 units from the following:
  - ECON 1: Principles of Macroeconomics
  - ECON 2: Principles of Microeconomics

Global Studies: Modern Languages Requirements - complete 6.0 units

- Complete any combination totaling at least 6.0 units from the following:
  - FREN 1: Elementary French Part 1
  - FREN 2: Elementary French Part 2
  - FREN 3: Intermediate French Part 1
  - FREN 4: Intermediate French Part 2
  - GERM 1: Elementary German Part 1
  - GERM 2: Elementary German Part 2
  - GERM 3: Intermediate German Part 1
  - GERM 4: Intermediate German Part 2
  - ITAL 1: Elementary Italian Part 1
  - ITAL 2: Elementary Italian Part 2
  - ITAL 3: Intermediate Italian Part 1
  - ITAL 4: Intermediate Italian Part 2
  - SPAN 1: Elementary Spanish Part 1
  - SPAN 2: Elementary Spanish Part 2
  - SPAN 3: Intermediate Spanish Part One
  - SPAN 4: Intermediate Spanish Part Two

Information Learning Resources
- Complete 1.0 units
  - LIR 10: Introduction to Information Literacy

Graphic Design (AA)

Program of Study Code: 001025
Term Effective: Fall 2014
36.0 Units
(707) 527-4909
srjcmajor001025@santarosa.edu

Program Requirements:
The Graphic Design major is designed to provide students with entry-level skills for business or industry in the field of graphic design, and is structured to provide a practical, hands-on experience in graphic fundamentals.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Develop professional level communication visuals from initial concept all the way through printed materials using design principles, an understanding of graphic design history, typographic knowledge, hand mock-up and illustration skills, advanced computer skills using the Adobe Suite, and pre-press knowledge;
2. Set-up and manage a one person freelance studio complying with governmental regulations, estimating projects, writing up proposals, negotiating with clients, keeping records, billing clients, and managing finances; and
3. Create and present a professional portfolio of at least fifteen finished projects to potential employers and clients using professional level interviewing skills and well designed collateral materials.

Graphic Design Major Requirements - complete 36.0 units

- Complete any combination totaling at least 36.0 units from the following:
  - CS 70.11A: Adobe Photoshop 1
  - CS 72.11A: Adobe InDesign 1
  - GD 15: History of Graphic Design
  - GD 20: Introduction to Typography and Letterforms
  - GD 51: Introduction to Graphic Design: Visual Basics
  - GD 52: Rapid Viz: Drawing Techniques for the Designer
  - GD 53: Design Techniques in Illustrator
  - GD 54: Beginning Page Layout and Advertising Design
  - GD 55: Tools, Methods, and Materials
  - GD 57: Getting It Printed: Digital Prepress and Print Production
History for Transfer (AA-T)

Program of Study Code: 001066
Term Effective: Fall 2013
18.0 Units
(707) 527-4228
srjcmajor001066@santarosa.edu

Program Requirements:
The Associate in Arts in History for Transfer Degree will develop skills and knowledge consistent with the study of history in a global, multicultural and comparative context. The successful student will have mastered the reading, writing, and research skills essential to historical inquiry and exposition.

This associate degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.
(1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
(A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
(B) A minimum of 18-19 semester units as required for the Associate in Arts in History for Transfer major.
(2) Obtain an overall minimum grade point average of 2.0
(3) Earn a grade of C or better in all courses required for the Associate in Arts in History for Transfer major.

Student Learning Outcomes
Upon successful completion of the History major, students will be able to:
1. Write clearly, concisely and persuasively about historically significant people, events and problems;
2. create, organize and support an historical argument in written and/or oral presentation;
3. identify and evaluate multiple perspectives and approaches to historical understanding;
4. understand and appreciate diversity and develop a worldview informed by multicultural and global perspectives; and
5. demonstrate the ability to reconstruct the past through inquiry, research, critical thinking and problem solving.

History for Transfer Core Requirements - complete 6.0 units
HIST 17.1 History of the United States to 1877
HIST 17.2 U.S. History from 1877

History for Transfer List A Requirements - complete 6.0 units
Complete any combination totaling at least 3.0 units from the following:
HIST 1.1 World History to 1500
HIST 4.1 History of Western Civilization to 1648 C.E.

Complete any combination totaling at least 3.0 units from the following:
HIST 1.2 World History Since 1500 C.E.
HIST 4.2 History of Western Civilization from 1648 C.E.

History for Transfer List B Area 1 Requirements - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
HIST 1.1 World History to 1500
HIST 1.2 World History Since 1500 C.E.
ANTHRO 2 Cultural Anthropology
ANTHRO 3 Prehistory & Archaeology
ANTHRO 21 American Folklore and Folklife
ANTHRO 30 Anthropology of Globalization
ANTHRO 31 Mesoamerican Origins of Latin Culture
ANTHRO 32 Native Cultures of North America
ANTHRO 34 Native Cultures of North America
ART 1.1 World Art History to 1500
ART 1.2 World Art History Since 1500 C.E.
COUN 144 Identity and Cultural Diversity
ENGL 31 African American Literature and Literature
ENGL 33 Chicano/Chicana Arts and Literature
FREN 1 Elementary French-Part 1
FREN 2 Elementary French-Part 2
FREN 3 Intermediate French-Part 1
FREN 4 Intermediate French-Part 2
GERM 1 Elementary German-Part 1
GERM 2 Elementary German-Part 2
GERM 3 Intermediate German-Part 1
GERM 4 Intermediate German-Part 2
HEBREW 1 Elementary Classical Hebrew 1
HEBREW 2 Elementary Classical Hebrew 2
HIST 5 History of the Modern Middle East
HIST 8.1 History of Latin America from Pre-Columbian to 1830
HIST 8.2 History of Latin America from 1830 to Present
HIST 18.1 History of Women in the United States to 1877
HIST 18.2 History of Women in the United States Since 1877
HIST 21 Race, Ethnicity and Gender in American Culture
HIST 22 History of California
HIST 26 History of Chicanos and Latinos

History for Transfer List B Area 2 Requirements - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
ART 2.1 History & Aesthetic Appreciation of Prehistoric – Gothic Art
ART 2.2 History and Appreciation of Late Gothic to Impressionist Art
ART 2.3 History and Appreciation of Modern Art
ECON 1 Principles of Macroeconomics
ECON 12 Principles of Microeconomics
INTDIS 2 Popular Culture in the United States
INTDIS 4 Culture & Values in Latin America & the Caribbean
ITAL 1 Elementary Italian-Part 1
ITAL 2 Elementary Italian-Part 2
ITAL 3 Intermediate Italian-Part 1
ITAL 4 Intermediate Italian-Part 2
MUSC 9 Jazz Appreciation
REL 15 Islam
SOC 30 Race and Ethnic Relations
SPAN 1 Elementary Spanish-Part 1
SPAN 2 Elementary Spanish-Part 2
SPAN 3 Intermediate Spanish-Part One
SPAN 4 Intermediate Spanish-Part 2
THAR 6 Multicultural Perspectives in American Theatre

History for Transfer List B Area 2 Requirements - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
ENGL 30.1 American Literature: Pre-Colonial Period to the Civil War
ENGL 30.2 American Literature from 1865 to the Present
ENGL 46.1 Survey of English Literature Part 1
ENGL 46.2 Survey of English Literature Part 2
GEOG 3 World Regional Geography
GEOG 7 Introduction to Human Geography
HIST 20 History of the US Since 1945
HUMAN 4.1 Western Humanities: Arts, Ideas, and Values
HUMAN 4.2 Western Humanities from 1600
HUMAN 8 Comparative Mythology
PHIL 8 Comparative Religion
PHIL 9 Political Philosophy
PHIL 10 Philosophy of Peace and Nonviolent Action
PHIL 11 Introduction to Asian Philosophy
PHIL 20 History of Western Philosophy: Ancient and Medieval
PHIL 21 History of Western Philosophy: Modern
POLS 1 Introduction to United States Government
POLS 2 Introduction to Comparative Government
POLS 18 Political Theory
POLS 25 Introduction to International Relations

from 1848 to Present
African American History
History of Mexico
World Humanities: Arts, Ideas, Values
American Cultures
The Humanities in Asia: Arts, Ideas and Values
The Humanities in the Middle East
Humanities in Africa: Arts, Ideas, and Values
Popular Culture in the United States
Culture & Values in Latin America & the Caribbean
Elementary Italian-Part 1
Elementary Italian-Part 2
Intermediate Italian-Part 1
Intermediate Italian-Part 2
Jazz Appreciation
Islam
Race and Ethnic Relations
Elementary Spanish-Part 1
Elementary Spanish-Part 2
Intermediate Spanish-Part One
Intermediate Spanish-Part 2
Multicultural Perspectives in American Theatre
American Literature: Pre-Colonial Period to the Civil War
American Literature from 1865 to the Present
Survey of English Literature Part 1
Survey of English Literature Part 2
World Regional Geography
Introduction to Human Geography
History of the US Since 1945
Western Humanities: Arts, Ideas, and Values
Western Humanities from 1600
Comparative Mythology
Comparative Religion
Political Philosophy
Philosophy of Peace and Nonviolent Action
Introduction to Asian Philosophy
History of Western Philosophy: Ancient and Medieval
History of Western Philosophy: Modern
Introduction to United States Government
Introduction to Comparative Government
Political Theory
Introduction to International Relations
Human Services: Advocacy (AA)

Program of Study Code: 001014
Term Effective: Fall 2016
38.5 Units
(707) 522-2603
srjcmajor001014@santarosa.edu

Program Requirements:
The Human Services: Advocacy major is designed as an interdisciplinary approach to understanding the skills needed in human rights advocacy. Particular attention is given to the ways in which processes and practices are handled for some individuals.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate an understanding of the human services field and its operational function in relation to client services;
2. Examine and perform various human service roles within the profession incorporating counseling skills, ethical principles and sensitivity to diversity;
3. Demonstrate ability to use research tools to locate and evaluate information that can be applied to the human services field; and
4. Demonstrate an understanding of the theoretical principles in the behavioral sciences to help address the needs of human services clients.

Human Services: Advocacy Core Requirements - complete 28.5 units
AODS 90 Introduction to Alcohol and Drug Studies
COUN 74 Identity and Cultural Diversity
COUN 87 Ethical Issues in Human Services
COUN 90 Introduction to Human Services
COUN 91 Skills and Techniques in Human Services
COUN 93 Introduction to Case Management
COUN 99I Occupational Work Experience Internship
COUN 99I Human Services Internship

Complete any combination totaling at least 3.0 units from the following:
COUN 91 Introduction to Group Counseling
COUN 94 Introduction to Crisis Counseling
COUN 96 Disability and Society
HLC 160 Medical Terminology
PHIL 7 Contemporary Moral Issues
PHIL 8 Comparative Religion
PSYCH 3 Human Sexuality
PSYCH 4 Child and Adolescent Psychology
PSYCH 5 Abnormal Psychology
PSYCH 7 Theories of Personality
PSYCH 30 Social Psychology
PSYCH 40 Psychological Perspectives on Gender
PSYCH 56 Aging, Dying and Death
SOC 2 Modern Social Problems
SOC 30 Race and Ethnic Relations

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
It is strongly recommended that students complete COUN 91 and COUN 99I in the final semester of taking the core requirements.

Human Services: Alcohol and Drug (AA)

Program of Study Code: 001015
Term Effective: Fall 2016
47.5 Units
(707) 524-1701
srjcmajor001015@santarosa.edu

Program Requirements:
The Human Services: Alcohol & Drug major is designed to provide the student with the academic preparation and field experience needed to work with the drug-dependent. It provides a broad base of knowledge regarding approaches to drug education and prevention, treatment issues, counseling skills, ethical issues, and practical knowledge about drugs and their effects.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate an understanding of the human services field and its operational function in relation to client services;
2. Examine and perform various human service roles within the profession incorporating counseling skills, ethical principles and sensitivity to diversity;
3. Demonstrate ability to use research tools to locate and evaluate information that can be applied to the human services field;
4. Demonstrate an understanding of theoretical principles in the behavioral sciences to help address the needs of human services clients; and
5. Identify the essential components of alcohol and drug addiction and employ the tools and skills needed to work with clients in treatment centers.

Human Services Core Requirements - complete 34.5 units
COUN 74 Identity and Cultural Diversity
COUN 87 Ethical Issues in Human Services
COUN 91 Skills and Techniques in Human Services
COUN 92 Introduction to Group Counseling
COUN 93 Introduction to Case Management
COUN 94 Intervention/Crisis Counseling Training
COUN 96 Disability and Society
AODS 90 Introduction to Alcohol and Drug Studies

Complete any combination totaling at least 3.0 units from the following:
COUN 74 Identity and Cultural Diversity
COUN 87 Ethical Issues in Human Services
COUN 91 Skills and Techniques in Human Services
COUN 92 Introduction to Group Counseling
COUN 93 Introduction to Case Management
COUN 94 Intervention/Crisis Counseling Training
COUN 96 Disability and Society
AODS 90 Introduction to Alcohol and Drug Studies

Alcohol & Drug Emphasis Requirements - complete 12.0 units
AODS 91 Prevention and Education on Alcohol and Drugs
AODS 92 Pharmacological & Physiological Effects of Alcohol & Drugs
AODS 93 Rehabilitation of Alcohol & Drug Problems
COUN 99I Occupational Work Experience Internship

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
It is strongly recommended that students complete COUN 91 and COUN 99I in the final semester of taking the core requirements. In this program, COUN 99I consists of internships in alcohol or drug settings.
CAADE Certification requires that students complete two internships in different modalities. Students will therefore complete a second COU999 internship as part of the Alcohol and Drug emphasis requirements.

Majors: Humanities (AA)

**Program of Study Code: 001022**

**Term Effective: Fall 2016**

**19.0 Units**

(707) 527-4615

srjcmajor001022@santarosa.edu

**Program Requirements:**

The Humanities major is intended for the student who wants to explore the arts, ideas, values, and cultural expressions of the world's peoples as a foundation for lifelong learning or as an introduction to the related fields of Humanities and Interdisciplinary Studies, Art History, Music Appreciation, Theatre Arts, Philosophy, English Literature, Modern and Classical Languages, or Religious Studies. This major is broad and exploratory in nature and is not intended to fulfill the requirements for transfer in a specific field.

**Humanities Major Requirements - complete 18.0 units**

Complete any combination totaling at least 18.0 units from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTHRO 31</td>
<td>Mesoamerican Origins of Latino Culture</td>
</tr>
<tr>
<td>ANTHRO 43</td>
<td>Native American Art and Culture</td>
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<tr>
<td>ARCH 2.1</td>
<td>History of World Architecture: Prehistory to Gothic</td>
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<tr>
<td>ARCH 2.2</td>
<td>History of World Architecture: Renaissance to 20th Century</td>
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<tr>
<td>ARCH 2.3</td>
<td>History of World Architecture: 20th Century and Contemporary</td>
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<td>ART 1.1</td>
<td>World Art History to 1500</td>
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<td>ART 1.2</td>
<td>World History Since 1500</td>
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<td>ART 2.1</td>
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<td>ART 2.3</td>
<td>History and Appreciation of Modern Art</td>
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<td>ART 3</td>
<td>Introduction to Art and Design</td>
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<td>ART 4</td>
<td>Principles of Color</td>
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<td>ART 5</td>
<td>Three Dimensional Design</td>
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<td>ART 7A</td>
<td>Drawing and Composition 1</td>
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<tr>
<td>ASL 1</td>
<td>American Sign Language - Part 1</td>
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<td>ASL 2</td>
<td>American Sign Language - Part 2</td>
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<td>DANCE 2</td>
<td>Survey of Dance History</td>
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<tr>
<td>ENGL 1B</td>
<td>Literature and Composition 1</td>
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<td>ENGL 2</td>
<td>Introduction to the Novel</td>
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<td>ENGL 3</td>
<td>Introduction to Poetry</td>
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<td>ENGL 7</td>
<td>Introduction to the Short Story</td>
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<td>ENGL 9</td>
<td>Contemporary World Literature</td>
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<td>ENGL 10</td>
<td>Introduction to Literature and the Environment</td>
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<td>ENGL 12</td>
<td>Children's Literature</td>
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<td>ENGL 25</td>
<td>Introduction to Language Study</td>
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<td>ENGL 27</td>
<td>Introduction to Shakespeare</td>
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<td>ENGL 30.1</td>
<td>American Literature: Pre-Colonial Period to the Civil War</td>
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<td>American Literature from 1865 to the Present</td>
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<td>ENGL 33</td>
<td>Chicano/Chicana Arts and Literature</td>
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<td>ENGL 36</td>
<td>Lesbian, Gay, Bisexual, Transgender Arts and Literature</td>
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<tr>
<td>ENGL 46.1</td>
<td>Survey of English Literature Part 1</td>
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<td>Survey of English Literature Part 2</td>
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<td>FREN 1</td>
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<td>Intermediate French - Part 2</td>
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<td>GD 15</td>
<td>History of Graphic Design</td>
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<td>GERM 1</td>
<td>Elementary German - Part 1</td>
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<td>GERM 4</td>
<td>Intermediate German - Part 2</td>
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<td>HEBREW 1</td>
<td>Elementary Classical Hebrew 1</td>
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<td>HIST 1.1</td>
<td>World History to 1500</td>
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<td>HIST 1.2</td>
<td>World History Since 1500 C.E.</td>
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<tr>
<td>HIST 4.1</td>
<td>History of Western Civilization to 1648 C.E.</td>
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<td>HIST 4.2</td>
<td>History of Western Civilization from 1648 C.E.</td>
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<td>HUMAN 4.1</td>
<td>Western Humanities: Arts, Ideas, and Values</td>
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<tr>
<td>HUMAN 4.2</td>
<td>Western Humanities from 1600</td>
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<td>HUMAN 5</td>
<td>World Humanities: Arts, Ideas, Values</td>
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<td>HUMAN 6</td>
<td>Humanities in the United States</td>
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<tr>
<td>HUMAN 7</td>
<td>Introduction to the Humanities</td>
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<tr>
<td>HUMAN 8</td>
<td>Comparative Mythology</td>
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<tr>
<td>HUMAN 20</td>
<td>The Humanities in Asia: Arts, Ideas and Values</td>
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<tr>
<td>HUMAN 21</td>
<td>The Humanities in the Middle East</td>
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<tr>
<td>HUMAN 22</td>
<td>Humanities in Africa: Arts, Ideas, and Values</td>
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<tr>
<td>INTDS 2</td>
<td>Popular Culture in the United States</td>
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<td>INTDS 4</td>
<td>Culture &amp; Values in Latin America &amp; the Caribbean</td>
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<tr>
<td>ITAL 1</td>
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<td>ITAL 3</td>
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<td>Music History and Literature: 1750-1780</td>
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<td>MUSC 7</td>
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<td>PHIL 6</td>
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<td>THAR 6</td>
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**Information Learning Resources Requirement - complete 1.0 units**

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<thead>
<tr>
<th>Course</th>
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<tr>
<td>LIR 10</td>
<td>Introduction to Information Literacy</td>
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</tbody>
</table>

**Interior Design: Commercial (AA)**

**Program of Study Code: 001027**

**Term Effective: Spring 2013**

**81.0 Units**

(707) 527-4395

srjcmajor001027@santarosa.edu

**Program Requirements:**

The Interior Design Commercial major prepares students to work as a full-service interior designer, own his or her own design firm, work for a commercial interior design firm, be a program manager, or as a space planner or facility manager for a large corporation.

**Program Student Learning Outcomes**

Upon successful completion of this major, the student will be able to:

1. Specify materials appropriate to the design, providing for practical and aesthetic needs of the clients;
2. Demonstrate the ability to incorporate the federal American Disabilities Act (ADA) rules and Universal Design in design projects;
3. Demonstrate the ability to use a computer aided drafting software program for the development of design projects;
4. Manage a commercial project from specification to execution, and
5. Use critical thinking skills to analyze commercial interior design methods and applications.

**Interior Design: Commercial Requirements - complete 81.0 units**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>APTECH 46</td>
<td>Introduction to Computer-Aided Drafting</td>
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<td>CONS 60</td>
<td>Blueprint Reading: Residential</td>
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<td>FASH 8</td>
<td>Introductory Textiles</td>
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<td>INDE 20</td>
<td>Introduction to Interior Design</td>
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<tr>
<td>INDE 50</td>
<td>Basic Drafting for Interior Design</td>
</tr>
</tbody>
</table>
Major: Journalism (AA)

Program of Study Code: 001059
Term Effective: Fall 2016

22.0 Units
(707) 527-4867
srjcmaior001059@santarosa.edu

Program Requirements:
The Journalism major provides students with both theoretical knowledge of and practical experience in Journalism. Successful students will be capable of initiating careers as skilled, principled journalists or other media professionals. This emphasis offers comprehensive lower division work in the field of Journalism, including at least one semester working on The Oak Leaf student newspaper and website.

Journalism - complete 21.0 units

JOUR 1 Introduction to Journalism
JOUR 1L Introduction to Journalism Lab
JOUR 2 News Gathering and News Writing
JOUR 2L News Gathering and News Writing Lab
JOUR 52A Newspaper Practice 1
JOUR 55 Multimedia Reporting

Complete any combination totaling at least 6.0 units from the following:

ART 1 Introduction to Art and Design
ART 4 Principles of Color
FASH 57 Fashion Buying

Interior Design: Retail Merchandising (AA)

Program of Study Code: 001024
Term Effective: Summer 2012

24.0 Units
(707) 527-4395
srjcmaior001024@santarosa.edu

Program Requirements:
The Interior Design Retail certificate prepares students for employment in a number of interior retail merchandising areas such as, home accessory, countertop surface, wholesale design, do-it-yourself merchandising, floor coverings, furniture, lighting, paint, and wall coverings.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Recognize appropriate color coordination, proportion, scale, balance, and room layout for the specific needs of the client;
2. Utilize effective sales techniques in a retail setting;
3. Demonstrate ability to recognize and select materials appropriate to clients’ needs for a project;
4. Present design options visually to clients;
5. Demonstrate the ability to purchase, deliver, and install goods for clients and follow-up with good business practices geared to the interior design industry; and
6. Use critical thinking skills to analyze interior retail merchandising methods and applications.

Interior Design: Retail Merchandising Requirements - complete 24.0 units

FASH 8 Introductory Textiles for Modern Usage
INDE 20 Introduction to Interior Design
INDE 50 Basic Drafting for Interior Design
INDE 63 Interior Products, Materials, and Lighting
FASH 57 Fashion Buying
Majors: Journalism for Transfer (AA-T)

Journalism for Transfer (AA-T)
Program of Study Code: 001064
Term Effective: Fall 2016
20.0 Units
(707) 527-4867
srjcmajor001064@santarosa.edu

Program Requirements:
The Associate in Arts in Journalism for Transfer Degree is designed to provide a clear pathway to a CSU major and baccalaureate degree in Journalism. California Community College students who are awarded an AA-T are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.
1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   A. The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   B. A minimum of 20 semester units as required for the Associate in Arts in Journalism for Transfer Degree.
2. Obtain an overall minimum grade point average of 2.0.
3. Earn a grade of C or better in all courses required for the Associate in Arts in Journalism for Transfer Degree.

Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Develop story ideas, conduct research and interviews, and write news and feature stories, opinion columns and critical reviews on deadline for both print and web publishing.
2. Use various media (i.e., audio, photography, video, blog platforms, social media, and web software) to create multimedia news and feature stories.
3. Explain the changing role of news media and information dissemination in American society and critically evaluate elements of effective journalism.
4. Exercise news judgment and apply knowledge of journalism ethics and media law to real-life newsroom situations.
5. Work as a productive member of a college newspaper staff. Demonstrate competency in grammar, punctuation, word usage and Associated Press Style to edit stories for print or online publication.

Journalism for Transfer Core Requirements - complete 11.5 units
JOUR 1 Introduction to Journalism
JOUR 1L Introduction to Journalism Lab
JOUR 52A Newspaper Practice 1
MEDIA 4 Introduction to Mass Communication

Journalism for Transfer List A Requirements - complete 3.5 units
Complete any combination totaling at least 3.5 units from the following:
ART 59 Photojournalism
JOUR 2 News Gathering and News Writing
JOUR 2L News Gathering and News Writing Lab
JOUR 52C Newspaper Practice 3
JOUR 55 Multimedia Reporting

Journalism for Transfer List B Requirements - complete 6.0 units
Complete any combination totaling at least 6.0 units from the following:
ART 19 Elementary Photography
COMM 10 Introduction to Communication Studies
ECON 1 Principles of Macroeconomics
ECON 2 Principles of Microeconomics
ENGL 5 Advanced Composition and Critical Thinking
PHIL 3 Critical Thinking
PHIL 4 Introduction to Symbolic Logic
POLS 1 Introduction to United States Government
POLS 2 Introduction to Comparative Government
SPCH 3A Introduction to Argumentation

Notes:
JOUR 1 is a prerequisite/corequisite for JOUR 1L. It is recommended to take both courses concurrently. JOUR 2 is a prerequisite for JOUR 2L. It is recommended to take both courses concurrently.

Journalism: Digital (AS)
Program of Study Code: 002072
Term Effective: Fall 2016
24.0 Units
(707) 527-5767
srjcmajor002072@santarosa.edu

Program Requirements:
The Digital Journalism major provides students with an introduction to and skills in digital journalism and provides hands-on preparation for entry-level work in web journalism and/or an overlay of digital skills for recent journalism graduates and seasoned print journalists.

Program Student Learning Outcomes
Upon completion of the certificate/major, students will be able to:
1. Develop, create, report, research and produce technically well-executed news and feature stories for the web and/or broadcast news using combinations of text, images, audio, video and social media.
2. Use new website, audio and video software systems to produce multimedia stories.
3. Write news and feature stories on print and web deadlines using foundational journalism skills such as developing story ideas, conducting research, interviewing sources, and applying proper grammar and Associated Press Style.
4. Exercise news judgment and apply knowledge of online journalism ethical, legal and content issues to real-life situations.
5. Analyze and evaluate multimedia stories for content, aesthetics and technical quality.

Journalism: Digital Core Requirements - complete 14.0 units
CS 74.11 Introduction to Digital Media
JOUR 1 Introduction to Journalism
JOUR 52A Newspaper Practice 1
JOUR 55 Multimedia Reporting

Journalism: Digital Elective Requirement - complete 9.0 units
Complete any combination totaling at least 9.0 units from the following:
ART 82 Beginning Digital Photography
CS 70A Web Development 1
CS 50.32 Web and Digital Media Projects
CS 57.11 Introduction to Social Media
CS 70.11A Adobe Photoshop 1
CS 71.11 Adobe Illustrator 1
CS 72.11A Adobe InDesign 1
CS 74.21A Digital Video Post Production Techniques 1
CS 74.21B Digital Video Post-Production Techniques 2
JOUR 2L Newspaper Practice 2
MEDIA 20 Introduction to Digital Filmmaking
MEDIA 21 Intermediate Digital Filmmaking
MUSC 51A Digital Audio 1: Fundamentals
MUSC 51B Digital Audio 2: Multimedia

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Kinesiology (AA)
Program of Study Code: 001051
Term Effective: Fall 2015
32.5 Units
(707) 527-4457
srjcmajor001051@santarosa.edu

Program Requirements:
The Santa Rosa Junior College Physical Education AA/AS degree provides students with the opportunity to meet the requirements for transferring to four-year colleges and universities in the areas of physical education, health and fitness, exercise science, and Kinesiology. The program in physical education outlined below is typical lower division requirements for four-year colleges and universities; some requirements vary from college to college. Students are advised to meet with a counselor for appropriate campus specific course requirements before selecting courses.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Understand human anatomy and physiology pertaining to the fifteen major areas/body systems;
2. understand the health, fitness, and basic
nutritional aspects of physical education;
3. identify the psychological aspects and
dynamics of individual and team sports;
4. transfer to university level programs with
a comprehensive foundation in physical
education courses;
5. successfully compete academically with 4 year
university students in their major.

Kinesiology Prerequisites - complete 9.0
units
BIO 10 Introduction to Principles of Biology

Complete any combination totaling at least 5.0 units
from the following:
CHEM 1A General Chemistry
CHEM 4A General Chemistry with
Quantitative Analysis
CHEM 60 Chemistry for the Allied Health Sciences

Kinesiology Core - complete 14.5 units
ANAT 1 General Human Anatomy
HLE 6 Standard First Aid, CPR, and AED
KINES 1 Introduction to Kinesiology
LIR 10 Introduction to Information Literacy
PHYSIO 1 Human Physiology

Kinesiology Theory - complete 3.0 units
Complete any combination totaling at least 3.0 units
from the following:
ATHL 11L Baseball Laboratory
ATHL 15L Basketball Lab
ATHL 16 Techniques & Theory of Basketball
ATHL 17L Cross Country Lab
ATHL 22.1L Defensive Football Laboratory
ATHL 22.2L Offensive Football Laboratory
ATHL 29L Soccer Lab
ATHL 30 Theory and Analysis of Soccer
ATHL 31L Softball Lab
ATHL 45L Volleyball Lab
FDNT 10 Elementary Nutrition
KINES 59 Psychological Aspects of
Sport Performance
MATH 15 Elementary Statistics

Kinesiology Team or Individual Elective
Requirement - complete 3.0 units
Complete any combination totaling at least 3.0 units
from the following:
ATHL 1 Intercolligate Physical Fitness
ATHL 8 Varsity Wrestling
ATHL 9 Women’s Varsity Water Polo
ATHL 10 Men’s Varsity Water Polo
ATHL 11 Men’s Varsity Baseball
ATHL 13 Men’s Varsity Basketball
ATHL 14 Women’s Varsity Basketball
ATHL 17 Men’s Varsity Cross Country
ATHL 18 Women’s Varsity Cross Country
ATHL 21 Varsity Football
ATHL 24 Varsity Golf
ATHL 27 Men’s Varsity Soccer
ATHL 28 Women’s Varsity Soccer
ATHL 31 Women’s Varsity Softball
ATHL 33 Men’s Varsity Swimming and Diving
ATHL 34 Women’s Varsity Swimming and Diving
ATHL 37 Men’s Varsity Tennis
ATHL 38 Women’s Varsity Tennis
ATHL 41 Men’s Varsity Track and Field
ATHL 42 Women’s Varsity Track and Field
ATHL 45 Women’s Varsity Volleyball

KAQUA 1.1 Beginning Swimming
KAQUA 1.2 Intermediate Swimming
KAQUA 1.3 Advanced Swimming
KAQUA 1.4 Training for the Competitive Swimmer
KAQUA 2.1 Aquatic Fitness
KAQUA 2.3 Advanced Aquatic Fitness
KAQUA 3.1 Aquatic Calisthenics
KAQUA 4.1 Deep Water Running
KAQUA 10.1 Springboard Diving
KAQUA 11.1 Training for Competitive Water Polo
KAQUA 12.1 Beginning Water Polo
KAQUA 12.2 Intermediate Water Polo
KCOMB 1 Tai Chi
KCOMB 2.1 Beginning Judo
KCOMB 2.2 Intermediate Judo
KCOMB 2.3 Advanced Judo
KCOMB 3.1 Beginning Karate
KCOMB 3.2 Intermediate Karate
KCOMB 4.1 Beginning Boxing
KCOMB 4.2 Intermediate Boxing
KFT 1.1 Beginning Aerobic Dance
KFT 1.2 Intermediate Aerobic Dance
KFT 2.1 Beginning Step Aerobics
KFT 2.2 Intermediate Step Aerobics
KFT 3.1 Beginning Body Conditioning
KFT 3.2 Intermediate Body Conditioning
KFT 3.3 Advanced Body Conditioning
KFT 4.1 Body Mechanics
KFT 5.1 Pilates Mat
KFT 6.1 Yoga
KFT 7.1 Circuit Training
KFT 8.1 Weight Lifting with Free Weights
KINDV 1.1 Beginning Wrestling
KINDV 1.3 Advanced Wrestling
KINDV 2.1 Beginning Badminton
KINDV 2.2 Intermediate Badminton
KINDV 2.3 Advanced Badminton
KINDV 3.1 Beginning Golf
KINDV 3.2 Intermediate Golf
KINDV 3.3 Advanced Golf
KINDV 4.1 Beginning Tennis
KINDV 4.2 Intermediate Tennis
KINDV 4.3 Advanced Tennis
KINDV 5.1 Beginning Track and Field
KINDV 5.2 Intermediate Track and Field
KINDV 5.3 Advanced Track and Field
KINES 21 Lifeguard Training
KINES 48 Special Topics in Kinesiology
KINES 49 Independent Study in Kinesiology,
Athletics and/or Dance
KINES 55 Introduction to Coaching Team Sports
KTEAM 1.1 Football Passing Game
KTEAM 2.1 Touch Football
KTEAM 3.1 Beginning Baseball
KTEAM 3.2 Intermediate Baseball
KTEAM 3.3 Advanced Baseball
KTEAM 4.1 Beginning Basketball
KTEAM 4.2 Intermediate Basketball
KTEAM 4.3 Advanced Basketball
KTEAM 5.1 Softball
KTEAM 6.1 Beginning Soccer
KTEAM 6.2 Intermediate Soccer
KTEAM 6.3 Advanced Soccer
KTEAM 7.1 Indoor Soccer
KTEAM 8.1 Beginning Volleyball

KTEAM 8.2 Intermediate Volleyball
KTEAM 8.3 Advanced Volleyball
KTEAM 9.1 Beginning Outdoor Volleyball

Kinesiology Coaching/Backpacker -
complete 3.0 units
Complete any combination totaling at least 3.0 units
from the following:
FDNT 10 Elementary Nutrition
HLE 5 Personal Health and Wellness
KINES 2 Sports Officiating Fall
KINES 3 Sports Officiating Spring
KINES 4 Care and Prevention of Athletic Injuries
KINES 55 Introduction to Coaching Team Sports
KINES 62A Sports Medicine Lab A
KINES 62B Sports Medicine Lab B
KINES 62C Sports Medicine Lab C
KINES 62D Sports Medicine Lab D
PSYCH 1A General Psychology
SOC 1 Introduction to Sociology

Notes:
No course may be used more than once to fulfill a
requirement in the major.
It is anticipated that KINES 85 will be added as a Kinesiology
Theory elective course in fall 2015.

Kinesiology for Transfer (AA-T)
Program of Study Code: 002068
Term Effective: Fall 2013
25.0 Units
(707) 527-4237
srjcmajor002068@santarosa.edu
Program Requirements:
The Associate in Arts in Kinesiology for Transfer
degree provides students with the opportunity
to meet the lower division requirements for
transfer in the Kinesiology major.

This associate degree is designed to provide a
clear pathway to a CSU major and baccalaureate
degree. California Community College students
who are awarded an AA-T or AS-T degree are
guaranteed admission with junior standing
somewhere in the CSU system and given
priority admission consideration to their local
CSU campus or to a program that is deemed
similar to their community college major. This
priority does not guarantee admission to specific
majors or campuses. Current and prospective
community college students are encouraged to
meet with a Counselor to develop an educational
plan that best meets their goals and needs.

Students will have to fulfill the following
requirements to earn this degree.
Completion of 60 semester or 90 quarter CSU-
transferable units that include:
A minimum of 25-27.5 semester units as required
for the Associates in Arts in Kinesiology for
Transfer Degree, and

The Intersegmental General Education Transfer
Curriculum (IGETC) pattern of 37 units.
Majors:  Kinesiology: Athletic Training Preparation (AA)

Obtainment of a minimum grade point average (GPA) of 2.0 and earn a grade of “C” or better in all courses required for the major.

IMPORTANT NOTE FOR STUDENTS: Under the Core Requirement Section Students are required to take 3 Movement-based Courses for a minimum of 3 units, choosing a maximum of 1 course from any 3 of the following areas: KAQUA, KCOMB, DANCE, KFIT, KINDV or KTEAM.

Upon completion of this major, the student will be able to:

1. Demonstrate content knowledge in the Kinesiology core, career areas, human anatomy, and physiology, physiological response to exercise, and the mechanics and control of human movement.
2. Explain breadth of occupational and educational pathways in Kinesiology.
3. Demonstrate competency in and successful application of kinesiology-related skills.
4. Demonstrate the ability to think critically through the performance and evaluation of health, fitness, and movement assessment.
5. Demonstrate professional and personal growth, including advocacy for a healthy, active lifestyle.

Kinesiology for Transfer Core Requirements - complete 16.0 units

KINES 1 Introduction to Kinesiology
ANAT 1 General Human Anatomy
PHYS 1 General Physiology

Complete any combination totaling at least 3.0 units from the following:
KAQUA 1.1 Beginning Swimming
KAQUA 2.1 Aquatic Fitness
KAQUA 2.3 Advanced Aquatic Fitness
KAQUA 3.1 Beginning Aquatic Calisthenics
KCOMB 1.1 Tai Chi Chen Style
KCOMB 2.1 Beginning Judo
KCOMB 2.2 Intermediate Judo
KCOMB 2.3 Advanced Judo
KCOMB 3.1 Beginning Karate
KCOMB 3.2 Intermediate Karate
KCOMB 4.1 Beginning Boxing
KCOMB 5.1 Beginning Foil Fencing
KCOMB 6.1 Beginning Sabre Fencing
DANCE 37.1 Ballroom Dance I
DANCE 40 Introduction to Folk Dance
KFIT 1.1 Beginning Aerobic Dance
KFIT 1.2 Intermediate Aerobic Dance
KFIT 3.1 Beginning Body Conditioning
KFIT 3.2 Intermediate Body Conditioning
KFIT 3.3 Advanced Body Conditioning
KFIT 5.1 Beginning Pilates Mat
KFIT 5.2 Intermediate Pilates Mat
KFIT 6.1 Beginning Yoga
KFIT 7.1 Beginning Circuit Training
KINDV 1.1 Beginning Wrestling
KINDV 1.3 Advanced Wrestling
KINDV 2.1 Beginning Badminton
KINDV 2.2 Intermediate Badminton
KINDV 2.3 Advanced Badminton
KINDV 3.1 Beginning Golf
KINDV 3.2 Intermediate Golf
KINDV 3.3 Advanced Golf
KINDV 5.1 Beginning Track and Field
KINDV 5.2 Intermediate Track and Field
KINDV 5.3 Advanced Track and Field
KTEAM 2.1 Touch Football
KTEAM 4.1 Beginning Basketball
KTEAM 4.2 Intermediate Basketball
KTEAM 5.1 Softball
KTEAM 6.1 Beginning Soccer
KTEAM 6.2 Intermediate Soccer
KTEAM 8.1 Beginning Volleyball
KTEAM 8.2 Intermediate Volleyball
KTEAM 8.3 Advanced Volleyball
KTEAM 9.1 Beginning Outdoor Volleyball

Notes:

Kinesiology for Transfer List A Requirement - complete 9.0 units

Complete any combination totaling at least 5.0 units from the following:
CHEM 1A General Chemistry
CHEM 4A General Chemistry with Quantitative Analysis

Complete any combination totaling at least 4.0 units from the following:
PHYS 40 Classical Mechanics for Scientists and Engineers
PHYS 20 General Physics Lecture Part I
PHYS 20L General Physics Lab Part I

Notes:

IMPORTANT NOTE FOR STUDENTS:
1. Under the Core Requirement Section Students are required to take 3 Movement-based Courses for a minimum of 3 units, choosing a maximum of 1 course from any 3 of the following areas: KAQUA, KCOMB, DANCE, KFIT, KINDV or KTEAM.

Program Student Learning Outcomes
Upon completion of this major, the student will be able to:

1. Demonstrate an understanding of the Athletic Training profession, including history, educational preparation and role of the Athletic Trainer and various members of the sports medicine team.
2. Describe, integrate and apply concepts of prevention, immediate care, evaluation, treatment, rehabilitation and reconditioning of athletic injuries and injuries to the physically active.
3. Demonstrate effective communication, professionalism, legal and ethical understanding, and general organization and administration within a sports medicine setting.

Kinesiology: Athletic Training Preparation Requirements - complete 28.0 units

ANAT 1 General Human Anatomy
BIO 10 Introduction to Principles of Biology
KINES 4 Care and Prevention of Athletic Injuries
PHYS 1 Human Physiology
KINES 62A Sports Medicine Lab A
KINES 62B Sports Medicine Lab B

Complete any combination totaling at least 4.0 units from the following:
CHEM 1A General Chemistry
CHEM 4A General Chemistry with Quantitative Analysis
CHEM 42 Introductory General Chemistry

Complete any combination totaling at least 3.0 units from the following:
KINES 63 Lower Extremity Injury Evaluation, Treatment and Rehab
KINES 64 Upper Extremity Injury Evaluation, Treatment and Rehab

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
The one unit of LIR 10 also satisfies the Area I, Option A General Education (G.E.) requirement.

If the Math graduation requirement has not been satisfied within the G.E. units, it is a separate and additional requirement.

Transfer students are strongly encouraged to complete G.E. option B or C.

Latin American Studies (AA)

Program of Study Code: 001020
Term Effective: Fall 2016
18.0 Units

(707) 521-6905
srjcmajor001020@santarosa.edu

Program Requirements:
The Latin American Studies major gives students a broad, interdisciplinary introduction to the study of Latin America, including languages, cultures, history, and social structure. The
program prepares students for transfer in the fields of Latin American Studies, or provides a foundation for lifelong learning.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate beginning level Spanish language skills with the ability to read and communicate basic ideas and concepts in Spanish;
2. analyze and critique the interaction between the dominant Spanish culture and the cultures it encountered in Latin America and the Caribbean;
3. analyze works of visual art, film, drama, music, literature, philosophy, and religion from culturally diverse groups within Latin America and the Caribbean in their historical and cultural context; and
4. utilize appropriate library and online resource to research topics relevant to Latin America and the Caribbean.

Latin American Studies Major Requirements - complete 17.0 units
INTD 4 Culture & Values in Latin America & the Caribbean
SPAN 1 Elementary Spanish-Part 1
SPAN 2 Elementary Spanish-Part 2

Complete any combination totaling at least 3.0 units from the following:
ANTHRO 2 Cultural Anthropology
ANTHRO 30 Anthropology of Globalization
ANTHRO 31 Mesoamerican Origins of Latin Culture
ECO 11 Principles of Macroeconomics
ENGL 33 Chicano/Chicana Arts and Literature
GEOG 7 Introduction to Human Geography
HIST 8.1 History of Latin America from Pre-Columbian to 1830
HIST 8.2 History of Latin America from 1830 to Present
HIST 33 History of Mexico
POLS 2 Introduction to Comparative Government
SOC 1 Introduction to Sociology
SOC 30 Race and Ethnic Relations
SPAN 3 Intermediate Spanish-Part One
SPAN 4 Intermediate Spanish-Part Two

Complete any combination totaling at least 3.0 units from the following:
ANTHRO 2 Cultural Anthropology
ANTHRO 30 Anthropology of Globalization
GEOG 7 Introduction to Human Geography

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Program Requirements Notes:
Note: No course may be used more than once to fulfill a requirement in the major.

Machine Tool Technology (AS)
Program of Study Code: 002015
Term Effective: Fall 2016
28.0 Units
(707) 527-4488
srjcmajor002015@santarosa.edu

Program Requirements:
The Machine Tool Technology major offers both theoretical and hands-on training related to lathes, vertical mills, drill press, hand tools, Computer Numeric Control (CNC) lathes and mills, and Computer Aided Machining (CAM).

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate safe operation of hand tools, power tools and specialized machine shop tools and equipment;
2. demonstrate the set up and operation of manual lathes and mills;
3. interpret CNC (Computer Numeric Control) programming language;
4. accurately analyze and interpret blueprints and create part(s) to specifications;
5. interpret blueprints and GD&T (Geometric Dimensioning & Tolerancing) symbols in order to verify dimensions of a machine part; and
6. describe applications of design, manufacturing, and fabrication applicable to non-ferrous metals.

Machine Tool Technology Requirements - complete 27.0 units
APTECH 45 Basic Drafting Skills
APTECH 46 Introduction to Computer-Aided Drafting
IED 190 Industrial Mathematics
MACH 51A Beginning Machine Tool Technology
MACH 51B Advanced Machine Tool Technology
MACH 61.1 Ferrous Metallurgy
MACH 61.2 Non-Ferrous Metallurgy
MACH 80A Introduction to Computer Numeric Control Lathe
MACH 80B Introduction to Computer Numeric Control Mill
WELD 70 Beginning Welding: Fundamentals

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Mathematics for Transfer (AS-T)
Program of Study Code: 002067
Term Effective: Fall 2013
21.0 Units
(707) 527-4789
srjcmajor002067@santarosa.edu

Program Requirements:
The Associate in Science in Mathematics for Transfer is designed to guide the student seeking a bachelor's degree in Mathematics to fulfill the lower division requirements for that degree.

This associate degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AS-T are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.
1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   B) A minimum of 20-21 semester units as required for the Associate in Science Degree in Mathematics for Transfer major.
2. Obtain an overall minimum grade point average of 2.0
3. Earn a grade of “C” or better in all courses required for the Associate in Science Degree in Mathematics for Transfer major.

Student Learning Outcomes
Upon successful completion of this certificate or major, the student will be able to:
1. Use calculus to solve problems
2. Use multivariate calculus to solve problems
3. Use mathematics to model physical and sociological phenomena
4. Use mathematical reasoning to understand and do proofs

Mathematics for Transfer Core Requirements - complete 14.0 units
MATH 1A Calculus, First Course
MATH 1B Calculus, Second Course
MATH 1C Calculus, Third Course

Mathematics for Transfer List A Requirements - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
MATH 2 Calculus, Fourth Course-Differential Equations
MATH 5 Introduction to Linear Algebra

Mathematics for Transfer List B Requirements - complete 4.0 units
Complete any combination totaling at least 4.0 units from the following:
CS 10 Introduction to Computer Programming
MATH 4 Discrete Mathematics
MATH 6 An Introduction to Higher Mathematics
Clinical (AS)

Medical Assisting: Administrative and Medical Assisting: Administrative (AS)

Majors: Medical Assisting: Administrative (AS)

Program Requirements:
The Medical Assisting: Administrative major prepares students for work in physicians’ offices, medical clinics, hospital outpatient clinics, health agencies, and educational institutions. This major provides training in administrative (front office) skills.

Medical Assisting Core Requirements - complete 20.5 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 60.11A</td>
<td>Microsoft Word, Part 1</td>
</tr>
<tr>
<td>HLC 160</td>
<td>Medical Terminology</td>
</tr>
<tr>
<td>MA 160</td>
<td>Introduction to Medical Office Practice</td>
</tr>
<tr>
<td>MA 161</td>
<td>Law and Ethics for Medical Assistants</td>
</tr>
<tr>
<td>MA 162</td>
<td>Disease Processes</td>
</tr>
<tr>
<td>MA 171</td>
<td>Electronic Health Records in the Medical Office Setting</td>
</tr>
<tr>
<td>PSYCH 1A</td>
<td>General Psychology</td>
</tr>
</tbody>
</table>

Complete any combination totaling at least 3.0 units from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
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</thead>
<tbody>
<tr>
<td>ANAT 58</td>
<td>Introduction to Human Anatomy</td>
</tr>
<tr>
<td>ANAT 140</td>
<td>Fundamentals of Anatomy and Physiology</td>
</tr>
<tr>
<td>HLC 140</td>
<td>Health Care Implications of Anatomy and Physiology</td>
</tr>
</tbody>
</table>

Medical Assisting: Administrative Requirements - complete 9.5 units

<table>
<thead>
<tr>
<th>Course Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>MA 166.1</td>
<td>Externship: Medical Assisting</td>
</tr>
<tr>
<td>MA 167A</td>
<td>Basic Diagnostic Coding</td>
</tr>
<tr>
<td>MA 167B</td>
<td>Intermediate Diagnostic and Procedural Coding</td>
</tr>
<tr>
<td>MA 168</td>
<td>Basic Medical Office Insurance Billing</td>
</tr>
<tr>
<td>MA 169</td>
<td>Procedural Coding</td>
</tr>
</tbody>
</table>

Information Learning Resources Requirement - complete 1.0 units

<table>
<thead>
<tr>
<th>Course Code</th>
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</thead>
<tbody>
<tr>
<td>LIR 10</td>
<td>Introduction to Information Literacy</td>
</tr>
</tbody>
</table>

Notes:
All courses taken in conjunction with this program must be completed with a letter grade of ‘C’ or better.

Medical Assisting: Administrative and Clinical (AS)

Program of Study Code: 002041
Term Effective: Fall 2016
50.5 Units
(707) 527-4272
srjcmajor002041@santarosa.edu

Program Requirements:
The Medical Assisting: Administrative and Clinical major prepares students for work in physicians’ offices, medical clinics, hospital outpatient clinics, health agencies, and educational institutions. This major provides training in both administrative (front office) and clinical (back office) skills.

Medical Assisting Core Requirements - complete 20.5 units

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</tbody>
</table>

Medical Assisting: Administrative and Clinical - complete 29.0 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>MA 163A</td>
<td>Clinical Procedures 1</td>
</tr>
<tr>
<td>MA 163AL</td>
<td>Clinical Experience 1</td>
</tr>
<tr>
<td>MA 163B</td>
<td>Clinical Procedures 2</td>
</tr>
<tr>
<td>MA 163BL</td>
<td>Clinical Experience 2</td>
</tr>
<tr>
<td>MA 164</td>
<td>Laboratory Techniques</td>
</tr>
<tr>
<td>MA 165</td>
<td>Pharmacology &amp; Administration of Medications</td>
</tr>
<tr>
<td>MA 166.1</td>
<td>Externship: Medical Assisting</td>
</tr>
<tr>
<td>MA 166.4</td>
<td>Externship: Clinical Medical Assisting</td>
</tr>
<tr>
<td>MA 167A</td>
<td>Basic Diagnostic Coding</td>
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<tr>
<td>MA 167B</td>
<td>Intermediate Diagnostic and Procedural Coding</td>
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Information Learning Resources Requirement - complete 1.0 units

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</table>

Notes:
All courses taken in conjunction with this program must be completed with a letter grade of ‘C’ or better.

Music: Instrumental (AA)

Program of Study Code: 001045
Term Effective: Fall 2016
50.0 Units
(707) 527-4330
srjcmajor001045@santarosa.edu

Program Requirements:
The Music major provides students with the opportunity to earn an Associate in Arts in Music while meeting the typical lower division requirements for a bachelor’s degree in Music at a four-year institution. The major is also designed to prepare students for careers in music performance, composition, publishing, education, and other specializations in the music industry.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. (through music theory) demonstrate an understanding of the fundamental melodic, harmonic, and rhythmic structure of music;
2. (through musicianship) demonstrate fluency with the language of music in written and aural forms;
3. (through applied music) perform on their instrument (or voice) at college sophomore level;
4. (through their major performing ensemble) perform effectively in a musical ensemble;
5. (through piano proficiency) utilize the piano keyboard to demonstrate and apply musical concepts; and
6. (through music history) demonstrate a broad-based understanding of the historical and aesthetic development of music.

Music: Instrumental Core Requirements - complete 27.0 units

MUSC 2A  Music Theory 1
MUSC 2B  Music Theory 2
MUSC 2C  Music Theory 3
MUSC 2D  Music Theory 4
MUSC 3A  Musicianship 1
MUSC 3B  Musicianship 2
MUSC 3C  Musicianship 3
MUSC 3D  Musicianship 4

Complete any combination totaling at least 3.0 units from the following:
MUSC 6.1  Music History and Literature: Antiquity to 1750
MUSC 6.2  Music History and Literature: 1750-Present

Complete any combination totaling at least 4.0 units from the following:
MUSCP 11A  Class Piano 1
MUSCP 11B  Class Piano 2
MUSCP 11C  Class Piano 3
MUSCP 11D  Class Piano 4

Music: Instrumental Performance Requirements - complete 10.0 units

Complete any combination totaling at least 10.0 units from the following:
MUSCP 21A  Concert Choir
MUSCP 21B  Concert Choir
MUSCP 21C  Concert Choir
MUSCP 21D  Concert Choir
MUSCP 30A  Symphonic Band
MUSCP 30B  Symphonic Band
MUSCP 30C  Symphonic Band
MUSCP 30D  Symphonic Band
MUSCP 33A  Orchestra
MUSCP 33B  Orchestra
MUSCP 33C  Orchestra
MUSCP 33D  Orchestra

Music: Instrumental Applied Music Requirements - complete 10.0 units

Complete any combination totaling at least 10.0 units from the following:
MUSCP 40.1  Applied Music (Individual Instruction): Piano
MUSCP 40.3  Applied Music (Individual Instruction): Strings
MUSCP 40.4  Applied Music (Individual Instruction): Woodwind
MUSCP 40.5  Applied Music (Individual Instruction): Brass
MUSCP 40.6  Applied Music (Individual Instruction): Percussion
MUSCP 40.7  Applied Music (Individual Instruction): Guitar

Music Electives - complete 2.0 units

Complete any combination totaling at least 2.0 units from the following:
MUSC 4A  Jazz, Rock, and Pop Theory 1
MUSC 4B  Jazz, Rock, and Pop Theory 2
MUSC 5A  Jazz Improvisation 1
MUSC 5B  Jazz Improvisation 2
MUSC 5C  Jazz Improvisation 3
MUSC 5D  Jazz Improvisation 4
MUSC 50  Introduction to MIDI
MUSCP 17A  Elementary Voice
MUSCP 17B  Intermediate Voice
MUSCP 19A  Beginning Guitar
MUSCP 19B  Intermediate Guitar
MUSCP 19;A  Classical Guitar 1
MUSCP 19;B  Classical Guitar 2
MUSCP 23A  Chamber Singers 1
MUSCP 23B  Chamber Singers 2
MUSCP 23C  Chamber Singers 3
MUSCP 23D  Chamber Singers 4
MUSCP 24A  Vocal Jazz Ensemble 1
MUSCP 24B  Vocal Jazz Ensemble 2
MUSCP 24C  Vocal Jazz Ensemble 3
MUSCP 24D  Vocal Jazz Ensemble 4
MUSCP 42A  Jazz Combo Ensemble 1
MUSCP 42B  Jazz Combo Ensemble 2
MUSCP 42C  Jazz Combo Ensemble 3
MUSCP 42D  Jazz Combo Ensemble 4

Information Learning Resources

Requirement - complete 1.0 units
LIR 10  Introduction to Information Literacy

Program Requirements Notes:
All music majors must complete a minimum of FOUR SEMESTERS of both Applied Music (MUSCP 40.x) and a major performance ensemble (see list above).

Notes:
Incoming Music Majors should have prior experience performing on an instrument and be able to read music. Students who lack these basic skills are advised to take one or more of the following:
MUSC 1  Music Fundamentals

Music: Jazz Studies (AA)

Program of Study Code: 001048
Term Effective: Fall 2016

Majors:  Music: Jazz Studies (AA)

Program Requirements:
The Music: Jazz Studies major provides students with the opportunity to earn an Associate in Arts in Music while meeting the typical lower division requirements for a bachelor's degree in Jazz Studies at a four-year institution. The major is also designed to prepare students for careers in music performance, composition, publishing, education, and other specializations in the music industry.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. (through music theory) Demonstrate an understanding of the fundamental melodic, harmonic, and rhythmic structure of music;
2. (through musicianship) demonstrate fluency with the language of music in written and aural form;
3. (through applied music) perform on their instrument (or voice) at college sophomore level;
4. (through their major performing ensemble) perform effectively in a musical ensemble;
5. (through piano proficiency) utilize the piano keyboard to demonstrate and apply musical concepts;
6. (through music history) demonstrate a broad-based understanding of the historical and aesthetic development of music; and
7. (through jazz improvisation) improvise on standard jazz repertoire.

Music: Jazz Studies Core Requirements - complete 35.0 units
MUSC 2A  Introduction to Music Theory
MUSC 2B  Diatonic Harmony
MUSC 3A  Musicianship 1
MUSC 3B  Musicianship 2
MUSC 4A  Jazz, Rock, and Pop Theory 1
MUSC 4B  Jazz, Rock, and Pop Theory 2
MUSC 5  Jazz Appreciation
MUSC 15  Standards Repertoire for the Jazz Musician

Complete any combination totaling at least 9.0 units from the following:
MUSC 5A  Jazz Improvisation 1
MUSC 5B  Jazz Improvisation 2
MUSC 5C  Jazz Improvisation 3
MUSC 5D  Jazz Improvisation 4

Complete any combination totaling at least 4.0 units from the following:
MUSCP 11A  Class Piano 1
MUSCP 11B  Class Piano 2
MUSCP 11C  Class Piano 3
MUSCP 11D  Class Piano 4

Music: Jazz Studies Applied Music Requirements - complete 10.0 units

Complete any combination totaling at least 10.0 units from the following:
MUSCP 40.1  Applied Music (Individual Instruction): Piano
MUSCP 40.2  Applied Music (Individual Instruction): Voice
MUSCP 40.3  Applied Music (Individual Instruction): Strings
MUSCP 40.4  Applied Music (Individual Instruction): Woodwind
MUSCP 40.5  Applied Music (Individual Instruction): Brass
MUSCP 40.6  Applied Music (Individual Instruction): Percussion
MUSCP 40.7  Applied Music (Individual Instruction): Guitar

Music: Jazz Studies Performance Requirements - complete 10.0 units

Complete any combination totaling at least 10.0 units from the following:
MUSCP 24A  Vocal Jazz Ensemble
MUSCP 24B  Vocal Jazz Ensemble
MUSCP 24C  Vocal Jazz Ensemble
MUSCP 32A  Jazz Band
MUSCP 32B  Jazz Band

srjcma.jor001048@santarosa.edu
(707) 527-4330
Majors:  Music: Vocal (AA)

1. (through music theory) demonstrate an understanding of the fundamental melodic, harmonic, and rhythmic structure of music;
2. (through musicianship) demonstrate fluency with the language of music in written and aural form;
3. (through applied music) perform on their instrument (or voice) at college sophomore level;
4. (through their major performing ensemble) perform effectively in a musical ensemble;
5. (through piano proficiency) utilize the piano keyboard to demonstrate and apply musical concepts; and
6. (through music history) demonstrate a broad-based understanding of the historical and aesthetic development of music.

Music: Vocal Core Requirements - complete 27.0 units

- MUSC 2A  Music Theory 1
- MUSC 2B  Music Theory 2
- MUSC 2C  Music Theory 3
- MUSC 2D  Music Theory 4
- MUSC 3A  Musicianship 1
- MUSC 3B  Musicianship 2
- MUSC 3C  Musicianship 3
- MUSC 3D  Musicianship 4

Complete any combination totaling at least 3.0 units from the following:

- MUSC 6.1  Music History and Literature: Antiquity to 1750
- MUSC 6.2  Music History and Literature: 1750-Present

Complete any combination totaling at least 4.0 units from the following:

- MUSCP 11A  Class Piano 1
- MUSCP 11B  Class Piano 2
- MUSCP 11C  Class Piano 3
- MUSCP 11D  Class Piano 4

Music: Vocal Concentration Requirements - complete 18.0 units

Complete any combination totaling at least 10.0 units from the following:

- MUSCP 21A  Concert Choir
- MUSCP 21B  Concert Choir
- MUSCP 21C  Concert Choir
- MUSCP 21D  Concert Choir
- MUSCP 23A  Chamber Singers 1
- MUSCP 23B  Chamber Singers 2
- MUSCP 23C  Chamber Singers 3
- MUSCP 23D  Chamber Singers 4
- MUSC 18  Diction and Repertoire for Singers

Music: Vocal Applied Music Requirements - complete 10.0 units

MUSCP 40.2  Applied Music (Individual Instruction): Voice

Music Electives - complete 2.0 units

Complete any combination totaling at least 2.0 units from the following:

- MUSC 4A  Jazz, Rock, and Pop Theory 1
- MUSC 4B  Jazz, Rock, and Pop Theory 2
- MUSC 5A  Jazz Improvisation 1
- MUSC 5B  Jazz Improvisation 2
- MUSC 5C  Jazz Improvisation 3
- MUSC 5D  Jazz Improvisation 4
- MUSC 50  Introduction to MIDI

Notes:

Incoming Music Majors should have prior experience performing on an instrument or voice, and be able to read music. Students who lack these basic skills are advised to take one or more from the list above.

MUSC 1  Music Fundamentals

Natural Resources: Forest Management (AS)

Program of Study Code: 002046
Term Effective: Fall 2016
34.0 Units
(707) 527-4408
srjcmajor002046@santarosa.edu

Program Requirements:

The Natural Resources: Forest Management major will allow students to focus on the protection, cultivation, and management of wildlands and the use of their products, in cooperation with other wildland users.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:

1. Identify and discuss historical approaches to Natural Resource Management in the U.S.
2. Develop and use vocabulary for the protection, cultivation and management of wildlands.
3. Discuss economic benefits to protecting healthy watershed characteristics including: recreation opportunities, biological diversity, species richness and clean water;
4. Critically analyze and apply research and extension work in the field of forestry and NRM;
5. Identify and employ sustainable forestry practices and characteristics for harvesting, logging, milling and wood conversion; and
6. Apply broad-based theories and applications in the natural resources management field to solve problems and address issues in the profession.

Natural Resources Core Requirements - complete 18.0 units
- AGRBUS 2 Agricultural Computer Applications
- NRM 12 Introduction to Environmental Conservation
- NRM 51 Wildland Trees and Shrubs
- NRM 84 Introduction to Fish and Wildlife Conservation
- NRM 99I Natural Resources Mgmt Occupational Work Experience Intern
- NRM 111 Orientation to Natural Resources / Park Management Practices

Forest Management Emphasis Requirements - complete 9.0 units
Complete any combination totaling at least 9.0 units from the following:
- NRM 70 Forest Practices
- NRM 72 Forest Fire Control and Its Use
- NRM 73 Introduction to Forest Measurements
- NRM 80 Environmental Policy for Resource Managers

Forest Management Elective Requirements - complete 6.0 units
Complete any combination totaling at least 6.0 units from the following:
- AGR 60 Soil & Plant Nutrition
- BAD 52 Human Relations in Organizations
- NRM 66 Wilderness Skills
- NRM 67 Recreation Facility Management
- NRM 85 Forest Hydrology and Watershed Management
- NRM 86 Watershed Monitoring and Assessment
- NRM 87 Geographic Info. Systems Applications in Natural Resources
- NRM 88 Watershed Ecology and Restoration
- NRM 91 Rangeland Management
- NRM 93 Restoring Native Habitats
- NRM 97 Park and Forest Trails Maintenance and Reconstruction
- NRM 121 Chainsaw Safe Operation and Care
- NRM 141 Beginning Rock Climbing and Climbing Safety
- NRM 142 Orienteering for Wilderness Users

Information Learning Resources Requirement - complete 1.0 units
- LIR 10 Introduction to Information Literacy

Notes:
- Students who elect to take more than three courses from the Forest Management Emphasis Requirements course list can use the additional course(s) to partially satisfy the Forest Management Elective Requirement.

Natural Resources: Parks and Recreation Management (AS)
Program of Study Code: 002020
Term Effective: Fall 2016
34.0 Units
(707) 527-4408
srjcmajor002020@santarosa.edu

Program Requirements:
The Natural Resources: Parks and Recreation Management major provides training for technician level positions in visitor information services, and forest recreation, maintenance, resource protection and public safety in our local, state, and federal parks and forests.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Apply knowledge of specific skills and abilities required to obtain a park ranger position with a county, state, or national park;
2. Use customer service, communication, interpersonal, and analytical skills to make successful park visitor contacts resulting in a positive visitor experience;
3. Recognize and differentiate recreational opportunities provided by numerous recreational entities and evaluate the success of those opportunities;
4. Apply skills in designing, planning, and managing parks, providing a wide variety of recreational programs to communities;
5. Describe habitat inventory procedures, evaluate completed and planned restoration projects, and apply prescriptions for repair/ restoration of ecological systems; and
6. Apply broad-based theories and applications in the Parks and Recreation field to solve problems and address issues in the professions.

Natural Resources Core Requirements - complete 18.0 units
- AGRBUS 2 Agricultural Computer Applications
- NRM 12 Introduction to Environmental Conservation
- NRM 51 Wildland Trees and Shrubs
- NRM 84 Introduction to Fish and Wildlife Conservation
- NRM 99I Natural Resources Mgmt Occupational Work Experience Intern
- NRM 111 Orientation to Natural Resources / Park Management Practices

Parks and Recreation Management Emphasis Requirements - complete 9.0 units
Complete any combination totaling at least 9.0 units from the following:
- NRM 60 Introduction to Outdoor Recreation
- NRM 63 Environmental Education
- NRM 66 Wilderness Skills
- NRM 67 Recreation Facility Management

Notes:
- Students who elect to take more than three courses from the Parks and Recreation Management Emphasis Requirements course list can use the additional course(s) to partially satisfy the Parks and Recreation Management Elective Requirement.

Natural Resources: Watershed Management (AS)
Program of Study Code: 002022
Term Effective: Fall 2016
34.0 Units
(707) 527-4408
srjcmajor002022@santarosa.edu

Program Requirements:
The Natural Resources: Watershed Management major is designed to provide students with knowledge and skills related to the protection, restoration, and functions of watersheds.

Program Student Learning Outcomes
Upon successful completion of this Major, the student will be able to:
1. Identify and discuss the physical and biological processes of watersheds;
2. Examine and identify fundamental concepts of the hydrologic cycle;
3. Recommend principles for protection, management, and monitoring watersheds in California;
4. Measure, monitor, and assess watershed health in North Coast and other regional streams;
5. Identify and describe specific habitat factors.
Majors: Natural Sciences (AS)

limiting fish production;
6. Identify, evaluate, and develop suitable restoration work plans; and
7. Apply broad-based theories and applications in the watershed management field to solve problems and address issues in the profession.

Natural Resources Core Requirements - complete 18.0 units
AGBUS 2 Agricultural Computer Applications
NRM 12 Introduction to Environmental Conservation
NRM 51 Wildland Trees and Shrubs
NRM 84 Introduction to Fish and Wildlife Conservation
NRM 99I Natural Resources Mgmt Occupational Work Experience Intern
NRM 111 Orientation to Natural Resources / Park Management Practices

Watershed Management Emphasis Requirements - complete 9.0 units

Complete any combination totaling at least 9.0 units from the following:
NRM 80 Environmental Policy for Resource Managers
NRM 85 Forest Hydrology and Watershed Management
NRM 86 Watershed Monitoring and Assessment
NRM 87 Geographic Info. Systems
NRM 88 Watershed Ecology and Restoration

Watershed Management Elective Requirements - complete 6.0 units

Complete any combination totaling at least 6.0 units from the following:
AGRI 60 Soil & Plant Nutrition
BAD 52 Human Relations in Organizations
NRM 66 Wilderness Skills
NRM 67 Recreation Facility Management
NRM 70 Forest Practices
NRM 72 Forest Fire Control and Its Use
NRM 73 Introduction to Forest Measurements
NRM 91 Rangeland Management
NRM 103 Restoring Native Habitats
NRM 131 Park and Forest Trails Maintenance and Reconstruction
NRM 132 Chainsaw Safe Operation and Care
NRM 141 Beginning Rock Climbing and Climbing Safety
NRM 142 Orienteering for Wilderness Users

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
Students who elect to take more than three courses from the Watershed Management Emphasis/Requirements course list can use the additional course(s) to partially satisfy the Watershed Management Elective Requirement.

Natural Sciences (AS)
Program of Study Code: 002002
Term Effective: Fall 2016
19.0 Units
(707) 524-1546
srjcmaj002002@santarosa.edu

Program Requirements:
The Natural Sciences major focuses on the physical universe, its life forms, and its natural phenomena. This degree program is intended for the student who wants to explore the natural sciences as a foundation for lifelong learning, or as an introduction to the various related disciplines in the natural sciences, including astronomy, biology, botany, chemistry, environmental science, geology, meteorology, physics, and physiology.

Program Student Learning Outcomes
Upon successful completion of this program, the student will be able to:
1. Describe the facts and principles that form the basis of one discipline within the natural sciences;
2. outline the scientific method and describe how this method is used to study the natural world; and
3. apply critical thinking skills and knowledge of the scientific method to the observation and exploration of natural phenomena.

Natural Sciences Major Requirements - complete 18.0 units

Complete any combination totaling at least 18.0 units from the following:
AGRI 10 Introduction to Agricultural Sciences
AGRI 20 Introduction to Plant Science
ANAT 1 General Human Anatomy
ANAT 40 Introduction to Human Anatomy
ANAT 58 Anatomy and Physiology
ANTHRO 1 Introduction to Human Anatomy
ANTHRO 1L Biological Anthropology Lab
ASTRON 12 Astronomy Observational Lab
ASTRON 3 Stellar Astronomy
ASTRON 3L Stellar Astronomy Laboratory
ASTRON 4 Astronomy of the Solar System
ASTRON 4L Solar System Observatory Laboratory
BIO 10 Introduction to Principles of Biology
BIO 12 Basic Concepts of Ecology
BIO 13 Human Biology
BIO 2.1 Fundamentals of Biology (Cell and Molecular)
BIO 2.2 Fundamentals of Biology (Evolution, Genetics, and Zoology)
BIO 2.3 Fundamentals of Biology (Botany and Ecology)
BIO 16 Introduction to Biology Through Current Issues
BIO 25 Marine Biology
BIO 26 Biology of Marine Mammals
BOTANY 10 Plant Biology
BOTANY 60 Field Botany
CHEM 12A Organic Chemistry
CHEM 12B Organic Chemistry
CHEM 1A General Chemistry
CHEM 1B General Chemistry
CHEM 42 Introductory General Chemistry
CHEM 44 General Chemistry with Quantitative Analysis
CHEM 48 General Chemistry with Quantitative Analysis
CHEM 8 Introductory Organic Chemistry
CHEM 60 Chemistry for the Allied Health Sciences
ENVS 12 Introduction to Environmental Science
FOND 10 Elementary Nutrition
GEOL 4 Physical Geography
GEOL 6 The Earth
GEOL 6L Geology Lab
GEOL 11 Geology of California
GEOL 20 Natural Disasters
MATH 1A Calculus, First Course
MATH 1B Calculus, Second Course
MATH 4 Discrete Mathematics
MATH 9 Finite Mathematics
MATH 10 Nature of Mathematics
MATH 15 Elementary Statistics
MATH 16 Introduction to Mathematical Analysis
MATH 25 Precalculus Algebra
MATH 27 Precalculus Algebra and Trigonometry
MATH 58 Precalculus Trigonometry
MATH 155 Intermediate Algebra
METRO 10 Introduction to Meteorology
METRO 10L Meteorology Lab
MICRO 5 General Microbiology
MICRO 60 Fundamentals of Microbiology
NRM 12 Introduction to Environmental Conservation
NRM 51 Wildland Trees and Shrubs
PHYS 1 Introduction to Physics Problem Solving
PHYS 11 Descriptive Physics
PHYS 20 General Physics Lecture Part I
PHYS 20L General Physics Lab Part I
PHYS 21 General Physics Lecture Part II
PHYS 21L General Physics Lab Part II
PHYS 40 Classical Mechanics for Scientists and Engineers
PHYS 41 Waves, Optics and Thermodynamics for Scientists & Engineers
PHYS 42 Electricity and Magnetism for Scientists and Engineers
PHYS 43 Modern Physics for Scientists and Engineers
PHYSIO 1 Human Physiology
PHYSIO 58 Introduction to Human Physiology

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Program Requirements Notes:
Students must complete at least 15 units from the list below; course choices must include at least one course from three different science disciplines: chemistry, earth and space sciences, life sciences, math and physics. In addition, students must complete 1 unit for the Learning Information Resources requirement. Students may only count 1 course each from the following three groups toward the major requirements:
ANAT 1 or ANAT 40 or ANAT 58; MICRO 5 or MICRO 60; PHYSIO 1 or PHYSIO 58. No course may be counted twice to fulfill the major requirements.
Notes:
It is anticipated that BIO 26 will be replaced with BIO 27 in fall 2015.

**Associate Degree Nursing (AS)**

Program of Study Code: 002001
Term Effective: Fall 2016
78.0 Units
(707) 527-4271
srjcmajor002001@santarosa.edu

**Program Requirements:**

The Nursing major has been approved by the California Board of Registered Nursing. Students receive clinical experiences in a variety of clinical facilities and community agencies throughout Sonoma County.

Program Student Learning Outcomes

Upon successful completion of this major, the student will be able to:

1. Practice nursing in ways that minimize risk of harm to patients and providers through their individual performances and contributions to system effectiveness.
2. Use data to monitor the outcomes of care processes and actively participate in continuous quality improvements activities.
3. Use information and technology to communicate, manage knowledge, mitigate error, and support decision-making that improves patient outcomes.
4. Integrate the best current evidence with clinical expertise and patient/family preferences and values for delivery of optimal health care.
5. Function effectively within nursing and interprofessional teams, using open communication, respect for others, and shared decision-making to achieve quality patient care.
6. Provide and direct nursing care that promotes and supports the emotional, mental and social well-being of the patient experiencing stressful events, as well as clients with acute or chronic mental illness.
7. Promote physical health and wellness by providing care and comfort, reducing patient risk potential and managing health alterations.
8. Use the Nursing Process and critical thinking to provide safe and effective patient care in a variety of practice settings.
9. Recognize the patient and family or designee as the source of control and full partner in providing compassionate and coordinated care based on respect for the patient’s preferences, values, and needs.
10. Provide and direct nursing care that incorporates the knowledge of expected growth and development principles; prevention and/or early detection of health problems, and strategies to achieve optimal health.
11. Facilitate patient and family learning by providing information and resources to support health and manage disease.

**Program Selection Process:**

The selection process is in compliance with Title 5 of the California Education Code. Screening is based on a probability of student succeeding in an ADN program. The score is determined by a formula using the following four criteria:

- Overall College GPA within the last 5 years prior to application to the ADN program.
- English Composition GPA (English 1A or equivalent).
- Overall GPA in the following prerequisite sciences (anatomy, physiology, microbiology)
- Minus the number of repeats, withdrawals, no credits, and incomplete grades in the core sciences (negative predictor of success).

The formula will determine a probability of success score for each student. All students who have this score or higher will be eligible for the program. If there are more students than seats in the program, a random computerized selection process (lottery) will be used to select the individuals entering the program from applicants who met the minimum cut score, along with an alternate list. The alternate list is not kept for years.

Senate bill 1309 legislates that ADN programs are to implement assessment testing of students prior to the student being allowed to start ADN coursework. Beginning Spring 2008, all students who are accepted into the SRJC ADN program will be required to successfully pass an assessment test. Those students who pass the test may enroll in ADN coursework. Those students who do not pass are required to take remedial coursework and successfully complete assessment testing before being allowed to enter the ADN program.

**Nursing (ADN) Prerequisites Requirements - complete 21.0 units**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANAT 1</td>
<td>General Human Anatomy</td>
</tr>
<tr>
<td>PHYS 1</td>
<td>Human Physiology</td>
</tr>
<tr>
<td>ENGL 1A</td>
<td>Reading &amp; Composition</td>
</tr>
</tbody>
</table>

Complete any combination totaling at least 3.0 units from the following:

- FDNT 62 Nutrition & Diet Therapy
- FDNT 10 Elementary Nutrition
- FDNT 162 Diet Therapy for Healthcare

Complete any combination totaling at least 4.0 units from the following:

- MICRO 5 General Microbiology
- MICRO 60 Fundamentals of Microbiology

**Nursing (ADN) Board of Registered Nursing Requirements - complete 9.0 units**

Complete any combination totaling at least 3.0 units from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMM 5</td>
<td>Group Discussion &amp; Problem Solving</td>
</tr>
<tr>
<td>COMM 7</td>
<td>Intercultural Communication</td>
</tr>
<tr>
<td>COMM 6</td>
<td>Interpersonal Communication</td>
</tr>
<tr>
<td>SPCH 1A</td>
<td>Introduction to Public Speaking</td>
</tr>
<tr>
<td>SPCH 3A</td>
<td>Introduction to Argumentation</td>
</tr>
<tr>
<td>SPCH 60</td>
<td>Communication Skills</td>
</tr>
</tbody>
</table>

Complete any combination totaling at least 3.0 units from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYCH 1A</td>
<td>General Psychology</td>
</tr>
<tr>
<td>PSYCH 4</td>
<td>Child and Adolescent Psychology</td>
</tr>
</tbody>
</table>

**Nutrition & Dietetics (AA)**

Program of Study Code: 001018
Term Effective: Fall 2016
41.0 Units
(707) 522-2711
srjcmajo001018@santarosa.edu

**Program Requirements:**

The Nutrition & Dietetics major provides education in nutrition science and the
Majors: Paralegal Studies (AA)

Paralegal Studies (AA)

Program of Study Code: 001052
Term Effective: Fall 2012
36.0 Units
(707) 521-7986
srjcmaejr001052@santarosa.edu

Program Requirements:
The Santa Rosa Junior College Paralegal Studies Program is an academic Associate in Arts degree program for students seeking employment in the legal field and in business. The curriculum blends an understanding of legal theory and practical skills, based on actual paralegal job responsibilities. Classes are taught by practicing attorneys and paralegals in the evenings and on weekends.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Identify the role of nutrients and healthy food preparations for optimal health and well-being;
2. Select appropriate foods for a healthy diet and disease risk reduction;
3. Clearly communicate nutrition concepts in oral and written formats;
4. Use critical thinking to analyze and interpret information from various media sources and draw scientifically-based conclusions; and
5. Transfer to a four-year program in Nutrition, Dietetics, and/or Food Science.

Nutrition & Dietetics Major Core Requirements - complete 40.0 units

CHEM 1A General Chemistry
CHEM 1B General Chemistry
CHEM 8 Introductory Organic Chemistry
FDNT 10 Elementary Nutrition
FDNT 61 Nutrition Issues
FDNT 70 Introduction to Nutrition, Dietetics and Food Service
FDNT 75 Principles of Food
MATH 15 Elementary Statistics
PHYS IO Human Physiology
PSYCH 1A General Psychology

Complete any combination totaling at least 5.0 units from the following:

BIO 2.1 Fundamentals of Biology (Cell and Molecular)
BIO 2.2 Fundamentals of Biology (Evolution, Genetics, and Zoology)

MICRO 5 Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
Math, Chemistry, Physiology, Biology and Microbiology courses require placement exams or successful completion of prerequisite courses; prior to enrollment; check individual courses for specific requirements and timelines for placement exams. Completion of prerequisites for the required science and math courses for this major are CRITICAL during the FIRST semester of enrollment if a student wants to complete within 4 semesters.

Paralegal Studies Core Requirement - complete 29.0 units

PLS 50 Introduction to Law
PLS 51 Legal Research
PLS 52 Legal Writing
PLS 53 Civil Procedure: Pleadings
PLS 54 Civil Procedure: Discovery
PLS 55 Legal Ethics
PLS 59I Paralegal Occupational Work Experience Internship

Paralegal Studies Elective Requirement - complete 7.0 units

Complete any combination totaling at least 7.0 units from the following:

PLS 60 Legal Calendaring
PLS 61 Intellectual Property Law
PLS 62 Torts
PLS 63 Contracts
PLS 64 The American Jury System
PLS 65 Technology in the Law Office: Practice, Procedures & Ethics
PLS 66 Wills, Trusts and Estate Planning
PLS 67 Family Law
RE 55 Legal Aspects of Real Estate

Notes:
Students with a Bachelor's Degree or Higher
Students who already possess a Bachelor's Degree or higher from a regionally accredited institution of higher education may be awarded an Associate's Degree upon completion of the following:
1. All requirements in a major in a different field of study.
2. Twelve units in residence.
3. A Bachelor's Degree or higher from a regionally accredited college in the United States will be accepted as fulfilling the General Education requirements for graduation.

Paramedic (AS)

Program of Study Code: 002007
Term Effective: Fall 2015
55.3 Units
(707) 836-2907
srjcmaer002007@santarosa.edu

Program Requirements:
The Paramedic program provides technical and practical knowledge and skills to meet the requirements of the California Administrative Code to gain licensure as a paramedic by the California State Emergency Medical Services Authority. Students must be 18 years of age to enter the program.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Complete the National Registry written exam;
2. Complete the National Registry Skills Exam; and
3. Demonstrate professional behavior consistent with criteria for employment as a licensed paramedic in the state of California.

Program Selection Process:
Please see the Public Safety department website for more information about entering the program. A current EMT-1 certificate is required to enter this program.

Paramedic Major Prerequisites - complete 13.8 units

ANAT 40 Introduction to Human Anatomy and Physiology
EMC 100 Emergency Care for First Responders
EMC 103 Emergency Medical Technician Basic
EMC 109 Introduction to Paramedic
EMC 114 Basic Arythmia Recognition Course

Paramedic Major Core Requirements - complete 41.5 units

EMC 115 Advanced Interpretation of Arrhythmias and 12-Lead EKG
EMC 130A Paramedic I - Introduction to Advanced Pre-hospital Care
EMC 130B Paramedic II - Medical Emergencies
EMC 130C Paramedic III - Pediatric Emergencies
EMC 130D Paramedic IV - Trauma Emergencies
EMC 131A Paramedic Clinical Practicum I
EMC 131B Paramedic Clinical Practicum II
EMC 132 Paramedic Field Practicum

Notes:
Student's participating in the program must have the following:
High school diploma/GED
Current EMT-1 certificate
Current health care provider CPR certification
Current immunizations (MMR, Tetanus, Hepatitis B, negative TB Skin test)
Evidence of good health verified by a physical examination
Background clearance
EMC program staff registers students into EMC 130A through 131A after enrollments complete. Students are unable to enroll independently.
EMC 109 is taken in the Spring before the Paramedic Academy begins. Enrollment into EMC 109 is based on approval from EMC Program.

EMC 130A begins in early August and continues into Fall semester. EMC 131A is a co-enrollment with EMC 130A.

EMT certificates obtained outside of EMC 104 can be used for application to the Paramedic Academy.

Outside coursework for EMC 114 and ANAT 40 may be accepted for application to the Paramedic Academy. Determination of acceptance is made on a case by case basis. Prospective students should review the student learning objectives for each course and compare them to the outside coursework prior to taking the class(es).

ANAT 58 may be considered as a substitute for ANAT 40.

Pharmacy Technician (AS)

Program of Study Code: 002009

term Effective: Fall 2016
25.5 Units

(707) 522-2817
srjcmajor002009@santarosa.edu

Program Requirements:
The Pharmacy Technician major prepares students to be registered pharmacists and for employment in a variety of pharmacy settings.

Program Student Learning Outcomes Upon successful completion of this major, the student will be able to:
1. Pharmacologically classify a drug after having been presented with its generic name, brand (trade) name, chemical name and indication;
2. interpret current federal and state legislation and name the agencies regulating the practice of pharmacy;
3. create patient profiles utilizing information obtained from the prescription and the patient;
4. read and write proper medical notation on the drug order and interpret information on drug labels and stock bottles;
5. calculate the oral dosages of drugs, both solid and liquid forms based on currently accepted pharmaceutical mathematics;
6. describe the pharmacological action, therapeutic effects, common side effects, doses and drug interactions of common medications prescribed to treat dysfunction of selected body systems; and
7. describe common pharmacological measuring, weighing and compounding devices and accurately use the metric, apothecary, avoirdupois and household systems to count and measure.

Pharmacy Technician Requirements - complete 25.0 units

PHARM 102 Pharmaceutical Calculations for the Pharmacy Technician
PHARM 103 Critical Thinking and Management Skills for the PhT
PHARM 150 Introduction to Pharmacy Technician
PHARM 151 Pharmaceutical Fundamentals
PHARM 152 Ambulatory Pharmacy Practice
PHARM 153 Dosage Calculations

PHARM 154A Retail Clinical 1
PHARM 154B Retail Clinical 2
PHARM 155 Pharmacology
PHARM 156 Dispensing and Compounding

Pharmacy Technician Electives - complete 0.5 units

Complete any combination totaling at least 0.5 units from the following:

PHARM 157 Hospital Pharmacy Practice for the Pharmacy Technician
PHARM 157L Hospital Pharmacy Clinical Experience
PHARM 158 Advanced Chemotherapy and Hazardous Drug Pharmacy Practice
PHARM 255 Comprehensive Pharmacology Update
PHARM256.1 Advanced Pharmacology

Notes:
Licensure Note:
The California State Board of Pharmacy may deny licensure for felony or misdemeanor offenses. It is the responsibility of the student to present sufficient evidence of rehabilitation prior to licensure and/or secure a pre-application process with the Board, independent to the program admission application.

Other Notes:
All courses must be completed with a “C” or better.

PHARM 150 (delivered online) is only offered in the Summer semester and it is suggested that students take CKLS 334 - How to Take an Online Class, before enrolling for PHARM 150.

The Pharmacy Technician Program is designed to prepare students to be registered pharmacy technicians. Upon successful completion of this major, the student will be able to:
1. Pharmacologically classify a drug after having been presented with its generic name, brand (trade) name, chemical name and indication;
2. interpret current federal and state legislation and name the agencies regulating the practice of pharmacy;
3. create patient profiles utilizing information obtained from the prescription and the patient;
4. read and write proper medical notation on the drug order and interpret information on drug labels and stock bottles;
5. calculate the oral dosages of drugs, both solid and liquid forms based on currently accepted pharmaceutical mathematics;
6. describe the pharmacological action, therapeutic effects, common side effects, doses and drug interactions of common medications prescribed to treat dysfunction of selected body systems; and
7. describe common pharmacological measuring, weighing and compounding devices and accurately use the metric, apothecary, avoirdupois and household systems to count and measure.

Philosophy (AA)

Program of Study Code: 001012

term Effective: Fall 2016
19.0 Units

(707)527-4607
srjcmajor001012@santarosa.edu

Program Requirements:
The Philosophy major provides lower division preparation for those who plan to major in Philosophy at a university. An Associate Degree in Philosophy can also provide a foundation for lifelong learning.

Program Student Learning Outcomes Upon successful completion of this major, the student will be able to:
1. Identify characteristically philosophical issues; and
2. identify and critically evaluate philosophical arguments, including the arguments of prominent philosophers from the history of philosophy.

Philosophy Major Requirements - complete 18.0 units

PHIL 6 Introduction to Philosophy
PHIL 20 History of Western Philosophy: Ancient and Medieval
PHIL 21 History of Western Philosophy: Modern

Complete any combination totaling at least 6.0 units from the following:

RELS 21 The Hebrew Bible
RELS 22 Early Christian Literature
RELS 3 History of God

Philosophy for Transfer (AA-T)

Program of Study Code: 001070

term Effective: Fall 2014
18.0 Units

(707) 527-4239
srjcmajor001070@santarosa.edu

Program Requirements:
The Associate in Arts in Philosophy for Transfer is designed to guide the student seeking a bachelor's degree in Philosophy to fulfill the lower division requirements for that degree.

The Associate in Arts in Philosophy for Transfer degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an ADT are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following ADT requirements to earn this degree:
1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   (B) A minimum of 18 semester units as required for the Associate in Arts Degree in Philosophy for Transfer major.
2. Obtain an overall minimum grade point average of 2.0
3. Earn a grade of C or better in all courses required for the Associate in Arts Degree in Philosophy for Transfer major.

Majors: Philosophy for Transfer (AA-T)

RELS 32 Religion in America
PHIL 7 Contemporary Moral Issues
PHIL 8 Comparative Religion
PHIL 9 Political Philosophy
PHIL 10 Philosophy of Peace and Nonviolent Action
PHIL 11 Introduction to Asian Philosophy
PHIL 12 Environmental Philosophy
POL 18 Political Theory

Complete any combination totaling at least 3.0 units from the following:

PHIL 3 Critical Thinking
PHIL 4 Introduction to Symbolic Logic
PHIL 5 Critical Thinking/Writing

Information Learning Resources Requirement - complete 1.0 units

LIR 10 Introduction to Information Literacy
Students learning outcomes:
Upon completion of the Associate in Arts in Philosophy for Transfer major, the student will be able to:
1. Identify characteristic philosophical issues; and
2. Identify and critically evaluate philosophical arguments, including the arguments of prominent philosophers from the history of philosophy.

Physics (AS)

Program of Study Code: 002050
Term Effective: Fall 2016
38.0 Units
(707) 527-4680
srjcmajor002050@santarosa.edu

Program Requirements:
The Physics Degree Program is designed to prepare students for transfer and upper division work at four-year colleges and universities in the fields of physics, astronomy, astrophysics, or applied physics. Students develop the conceptual knowledge, analytical abilities, and laboratory skills necessary for further study in physics related fields.
Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Apply physical principles from the basic subfields of physics (classical mechanics, electricity and magnetism, quantum mechanics, statistical mechanics, and thermodynamics), as well as areas from application (e.g. solid state physics, optics, etc.) in advanced courses;
2. apply physical principles to novel situations through critical thinking, problem solving, mathematical modeling, and laboratory experimentation.
3. design and assemble experimental apparatus, conduct experiments, and make meaningful comparisons between experiment and theory; and
4. communicate ideas and processes of physics clearly and precisely, both orally and in writing.

Physics Requirements - complete 37.0 units

MATH 1A Calculus, First Course
MATH 1B Calculus, Second Course
MATH 1C Calculus, Third Course
MATH 2 Calculus, Fourth Course - Differential Equations
PHYS 40 Classical Mechanics for Scientists and Engineers
PHYS 41 Waves, Optics and Thermodynamics for Scientists & Engineers
PHYS 42 Electricity and Magnetism for Scientists and Engineers
PHYS 43 Modern Physics for Scientists and Engineers

Complete any combination totaling at least 5.0 units from the following:

CHEM 1A General Chemistry
CHEM 4A General Chemistry with Quantitative Analysis

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Physics for Transfer (AS-T)

Program of Study Code: 002066
Term Effective: Fall 2013
29.0 Units
(707) 527-4603
srjcmajor002066@santarosa.edu

Program Requirements:
The Associate in Science in Physics for Transfer Degree is designed to prepare students for transfer and upper division work at a CSU campus in the field of Physics. Students develop the conceptual knowledge, analytical abilities, and laboratory skills necessary for further study in physics and related fields.

This associate degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AS-T are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.
(1) Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
(A) The Inter-segmental General Education Transfer Curriculum (IGETC); and
(B) A minimum of 29-semester units as required for the Associate in Science in Physics for Transfer major.
(2) Obtain an overall minimum grade point average of 2.0
(3) Earn a grade of C or better in all courses required for the Associate in Science in Physics for Transfer major.

Upon successful completion of this major, the student will be able to:
1. Apply physical principles from the basic subfields of physics (classical mechanics, electricity and magnetism, quantum mechanics, statistical mechanics, and thermodynamics), as well as apply applications of Physics (e.g. solid state physics, optics, etc.) in advanced courses;
2. Apply physical principles to novel situations through critical thinking, problem solving, mathematical modeling, and laboratory experimentation.
3. Design and assemble experimental apparatus, conduct experiments, and make meaningful comparisons between experiment and theory; and
4. Communicate ideas and processes of physics clearly and precisely, both orally and in writing.
Political Science (AA)
Program of Study Code: 001031
Term Effective: Fall 2016
19.0 Units
707-527-4450
srjcmajor001031@santarosa.edu

Program Requirements:
The Political Science major will provide students with a framework for understanding political theories, institutions and processes. Completion of the program should provide students with the analytical tools needed for success in the major at the university level.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Describe how different political theories and political systems address the question of who governs, how resources are allocated, and what rights citizens have in a society;
2. Analyze how political institutions and processes impact our daily lives;
3. Employ critical thinking skills and analyses to interpret and support a political position;
4. Research contemporary political issues drawing on diverse sources, including online material; and
5. Assess and distinguish between factual and interpretive information.

Political Science Major Requirements - complete 18.0 units
POLS 1 Introduction to United States Government
POLS 2 Introduction to Comparative Government
POLS 18 Political Theory
POLS 25 Introduction to International Relations

Complete any combination totaling at least 6.0 units from the following:
ECON 1 Principles of Macroeconomics
ECON 2 Principles of Microeconomics
HIST 1.2 World History Since 1300 C.E.
HIST 4.1 History of Western Civilization to 1648 C.E.
HIST 4.2 History of Western Civilization from 1648 C.E.
HIST 17.1 History of the United States to 1877
HIST 17.2 U.S. History from 1877
HIST 20 History of the US Since 1945
HIST 22 History of California
MATH 15 Elementary Statistics

PHIL 9 Political Philosophy
SOC 1 Introduction to Sociology
SOC 2 Modern Social Problems

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Political Science for Transfer (AA-T)
Program of Study Code: 001060
Term Effective: Spring 2015
18.0 Units
(707) 527-4468
srjcmajor001060@santarosa.edu

Program Requirements:
The Associate in Arts in Political Science for Transfer (AA-T) degree will provide students with a framework for understanding political theories, institutions and processes. Completion of the degree should provide students with a seamless transition to a four-year institution and the analytical tools needed for success in the major at the university level. This associate degree is designed to provide a clear and straightforward pathway to a baccalaureate degree. California Community College students who are awarded an AA-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.
1. Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:
   * The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   * A minimum of 18 semester units as required for the Associate in Arts in Political Science for Transfer major.
2. Obtainment of an overall minimum grade point average of 2.0.
3. Earn a grade of C or better in all courses required for the Associate in Arts in Political Science for Transfer major.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Describe how different political theories and political systems address the question of who governs, how resources are allocated, and what rights citizens have in a society;
2. Analyze how political institutions and processes impact our daily lives;
3. Employ critical thinking skills and analyses to interpret and support a political position;
4. Research contemporary political issues drawing on diverse sources, including online material; and
5. Assess and distinguish between factual and interpretive information.

Political Science TMC Core Requirements - complete 3.0 units
POLS 1 Introduction to United States Government

Political Science TMC List A - complete 9.0 units
Complete any combination totaling at least 9.0 units from the following:
MATH 15 Elementary Statistics
POLS 2 Introduction to Comparative Government
POLS 18 Political Theory
POLS 25 Introduction to International Relations

Political Science TMC List B - complete 6.0 units
Complete any combination totaling at least 6.0 units from the following:
AJ 56 Crime and Criminal Justice in Society
ANTHRO 2 Cultural Anthropology
ECON 1 Principles of Macroeconomics
ECON 2 Principles of Microeconomics
GEOG 7 Introduction to Human Geography
HIST 4.1 History of Western Civilization to 1648 C.E.
HIST 4.2 History of Western Civilization from 1648 C.E.
HIST 17.1 History of the United States to 1877
HIST 17.2 United States History from 1877
HIST 18.1 History of the United States since 1877
HIST 18.2 History of Women in the United States since 1877
HIST 21 History of Women in the United States Since 1877
MATH 15 Elementary Statistics
POLS 2 Introduction to Comparative Government
POLS 18 Political Theory
POLS 25 Introduction to International Relations
SOC 1 Introduction to Sociology
SOC 2 Modern Social Problems
SOCI 12 Environmental Policy and Politics

Program Requirements Notes:
A course used to satisfy a requirement in List A can not be used to fulfill the requirements in List B.

Pre-Allied Health (AS)
Program of Study Code: 002011
Term Effective: Fall 2016
24.0 Units
(707) 524-1813
srjcmajor002011@santarosa.edu

Program Requirements:
The Pre-Allied Health major is designed for students intending to transfer to allied health disciplines, such as Nursing, Dental Hygiene, and Physical Therapy Assistant, etc., at two or four-year institutions. (Please consult a counselor.)

Pre-Allied Health (AS)
Majors: Psychology (AA)

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate an understanding of the relationship between structure and function by predicting the function of unfamiliar structures based on knowledge of previously studied cells, tissues, and organs;
2. use skills acquired in the human anatomy course to learn new body structures;
3. work safely in a lab or clinical setting with microorganisms;
4. explain pharmaceutical drug actions based on knowledge of physiological mechanisms;
5. apply knowledge of anatomy, microbiology, physiology to more advanced courses required in allied health majors; and
6. apply knowledge of anatomy, microbiology or physiology in the clinical practice of nursing or dental hygiene.

Pre-Allied Health Major Requirements - complete 23.0 units
ANAT 1 General Human Anatomy
BIO 10 Introduction to Principles of Biology
CHEM 60 Chemistry for the Allied Health Sciences
PHYS 10 Human Physiology

Complete any combination totaling at least 4.0 units from the following:
MICRO 5 General Microbiology
MICRO 60 Fundamentals of Microbiology

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Psychology (AA)

Program of Study Code: 001038
Term Effective: Fall 2016
22.0 Units
(707) 527-461
srjcmajor001038@santarosa.edu

Program Requirements:
Students completing the Psychology major at Santa Rosa Junior College will develop skills and knowledge consistent with the study of Psychology in a global, multicultural, and comparative context. The successful student will have mastered the reading, writing, and research skills essential to Psychological inquiry and exposition. Completion of the program will provide the orientation and background necessary for success in the major at the university level and will provide a foundation for lifelong learning.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Identify the major theoretical approaches, theorists, and historical trends in psychology; and
2. understand and use basic research methods in psychology, including design, data analysis and interpretation;
3. apply psychological knowledge to personal, social, and cultural issues;
4. develop interpersonal skills to foster an understanding of self and others in a diverse cultural context;
5. apply critical thinking to psychological theories, research, and personal assumptions; and
6. articulate thoughts effectively in written and oral communication.

Psychology Major Requirements - complete 9.0 units
PSYCH 1A General Psychology
PSYCH 1B Introduction to Psychological Research Methods
PSYCH 1C Introduction to Behavioral Sciences Statistics

Psychology Major Required Electives - complete 12.0 units
Complete any combination totaling at least 6.0 units from the following:
PSYCH 3 Human Sexuality
PSYCH 4 Child and Adolescent Psychology
PSYCH 5 Abnormal Psychology
PSYCH 6 Social Psychology
PSYCH 7 The Psychology of Prejudice and Discrimination

Complete any combination totaling at least 6.0 units from the following:
PSYCH 3 Human Sexuality
PSYCH 4 Child and Adolescent Psychology
PSYCH 5 Abnormal Psychology
PSYCH 7 Theories of Personality
PSYCH 8 Introduction to Lifespan Psychology
PSYCH 30 Social Psychology
PSYCH 35 Psychology of Identity
PSYCH 40 Psychological Perspectives on Gender
PSYCH 52 Interpersonal Communication
PSYCH 56 Aging, Dying and Death
PSYCH 57 Introduction to Sports Psychology

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
No course may be used more than once to fulfill a requirement in the major. A grade of "C" or better is required for all major classes.

Psychology for Transfer Required - complete 10.0 units
MATH 15 Elementary Statistics
PSYCH 1A General Psychology
PSYCH 1B Introduction to Psychological Research Methods

Psychology List A - complete 4.0 units
BIO 10 Introduction to Principles of Biology

Psychology List B - complete 3.0 units

Psychology List C - complete 3.0 units

Program for Transfer Required - complete at least 3.0 units from the following:
CHLD 10 Child Growth and Development
PSYCH 4 Child and Adolescent Psychology
PSYCH 7 Theories of Personality
PSYCH 30 Social Psychology
PSYCH 34 The Psychology of Prejudice and Discrimination
PSYCH 35 Psychology of Identity
PSYCH 40 Psychological Perspectives on Gender
PSYCH 52 Interpersonal Communication
PSYCH 56 Aging, Dying and Death
PSYCH 57 Introduction to Sports Psychology

Program Requirements Notes:
Note: Courses used to satisfy requirements in one category cannot be used to satisfy requirements in another category. Review the TMC template for specific details.

Notes:
This degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing.
somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a Counselor to develop an educational plan that best meets their goals and needs.

Radiologic Technology (AS)

Program of Study Code: 002008
Term Effective: Fall 2016
93.0 Units
(707) 527-4271
srjcmajor002008@santarosa.edu

Program Requirements:
The Radiologic Major provides training in the operation of X-ray and computer equipment, performance of radiological procedures, creating and processing radiographs, experience in other advanced imaging modalities, and radiation protection. A minimum of 1,850 clinical hours is required in hospitals and radiology departments affiliated with Santa Rosa Junior College. Elective clinical experience in other modalities is available. The SRJC program, accredited by the Joint Review Committee on Education in Radiologic Technology, is approved by the California State Department of Public Health – Radiologic Health Branch.

Upon successful program completion, eligible graduates (contact individual health care agencies for specific criteria and pre-application review process) will be allowed to sit for examinations administered by the American Registry of Radiologic Technologists and the California State Department of Public Health – Radiologic Health Branch.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. deliver high quality patient care services in Radiology;
2. observe a high level of medical ethics;
3. perform radiographic job duties with professionalism;
4. use effective communication skills;
5. use critical thinking skills to analyze and resolve imaging issues; and
6. demonstrate clinical competency of an entry-level technologist.

Program Selection Process:
Applicants who have completed all of the program prerequisites by the deadline of the application year will be qualified for the lottery selection process. Please contact the Health Science Department for information about entering the program.

Radiologic Technology Prerequisites - complete 28.0 units
ANAT 58 Introduction to Human Anatomy
CI 54 Community Involvement
and Related to Health Care

Complete any combination totaling at least 3.0 units from the following:
COMM 7 Intercultural Communication
COMM 6 Interpersonal Communication
and
HIST 21 Race, Ethnicity and Gender in American Culture
or
COMM 6 Interpersonal Communication
and
HUMAN 6 American Cultures
or
COMM 6 Interpersonal Communication
and
PSYCH 34 The Psychology of Prejudice and Discrimination
or
SPCH 1A Introduction to Public Speaking
and
HIST 21 Race, Ethnicity and Gender in American Culture
or
SPCH 1A Introduction to Public Speaking
and
HUMAN 6 American Cultures
or
SPCH 1A Introduction to Public Speaking
and
PSYCH 34 The Psychology of Prejudice and Discrimination
or
SPCH 60 Communication Skills
and
HIST 21 Race, Ethnicity and Gender in American Culture
or
SPCH 60 Communication Skills
and
HUMAN 6 American Cultures
or
SPCH 60 Communication Skills
and
PSYCH 34 The Psychology of Prejudice and Discrimination

Complete any combination totaling at least 3.0 units from the following:
MATH 101 Mathematics for the Associate Degree
MATH 155 Intermediate Algebra

Complete any combination totaling at least 3.0 units from the following:
PSYCH 1A General Psychology
PSYCH 30 Social Psychology
PSYCH 52 Interpersonal Relations

Radiologic Technology Requirements - complete 65.0 units
RADT 61A Radiographic Positioning 1
RADT 61B Radiographic Positioning 2
RADT 61C Radiographic Positioning 3
RADT 63A Radiation Physics and Medical Imaging Systems
RADT 63B Radiobiology Radiation Protection, and Quality Control
RADT 64 Patient Care in Radiology
RADT 64L Patient Care in Radiology Laboratory
RADT 65 Pathology in Radiology
RADT 66 Special Modalities
RADT 68 Preparation for Professional Practice
RADT 69 Clinical Experience 1
RADT 71B Clinical Experience 2
RADT 71C Clinical Experience 3
RADT 71D Clinical Experience 4
RADT 71E Clinical Experience 5
RADT 71F Clinical Experience 6

Program Requirements Notes:
Program prerequisites are put in place by external accreditation and regulatory agencies and are not subject to catalog rights. Starting Fall 2009, only college transferable reading and composition courses (English 1A or equivalent) will be accepted to fulfill the English prerequisite requirement. Completion of all prerequisites must show on official transcripts. Listing of articulated classes are available for review: Articulation Agreements (http://www.santarosa.edu/for_students/student-services/articulation/california-community-colleges.shtml).

Starting in 2015, the American Registry of Radiologic Technologists will require an Associate Degree as eligibility to sit for the licensing examination. Therefore, the SRJC Radiologic Technology Program strongly urges all applicants who do not possess an Associate Degree or higher, to complete all of the general education requirements for an Associate of Science degree prior to admission to the program in Fall 2013. The program prerequisites only fulfill the graduation requirements in areas A, B, C, D, and G for students using the Option A General Education Pattern.

Recency: The equivalent to (or higher) ANAT 58, PHYSIO 58, HLC 160, and MATH 101, or MATH 155 must be completed within five years preceding the program application deadline.

Notes:
Accepted students must successfully pass a criminal background check (paid by students) that will require social security numbers.
All program classes and prerequisites taken in conjunction with this program must be completed with a letter grade of “C” or better.
For students interested in pursuing mammography, we offer RADT 102 - Mammography for Radiologic Technology
Religious Studies (AA)
Program of Study Code: 001041
Term Effective: Fall 2016
19.0 Units
(707) 527-1710
srjcmajor001041@santarosa.edu

Program Requirements:
The Religious Studies Associate of Arts Degree Program prepares students for all and any transfer options in the area of religious studies such as upper division degrees in religious studies, biblical studies, archeology, theological or ministry paths, history, literature, humanities and interdisciplinary studies.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate greater awareness of global religious traditions and their origins;
2. apply the appropriate lexicon to discuss religions in socio-historical contextual terms;
3. demonstrate skills in critical analysis of religious claims; and
4. identify the major world religions and their major branches in order to distinguish among different types of religions.

Religious Studies Requirements - complete 18.0 units
RELS 1 Introduction to Religious Studies
Complete any combination totaling at least 3.0 units from the following:
HUMAN 8 Comparative Mythology
PHIL 8 Comparative Religion
Complete any combination totaling at least 6.0 units from the following:
RELS 21 The Hebrew Bible
RELS 22 Early Christian Literature
RELS 3 History of God
RELS 32 Religion in America
RELS 15 Islam
PHIL 11 Introduction to Asian Philosophy
Complete any combination totaling at least 6.0 units from the following:
ANTHRO 2 Cultural Anthropology
ANTHRO 3 Prehistory & Archaeology
ANTHRO 31 Mesoamerican Origins of Latino Culture
ANTHRO 32 Native Cultures of North America
ART 2.1 History & Aesthetic Appreciation of Prehistoric - Greek Art
ART 2.2 History and Appreciation of Late Gothic to Impressionist Art
HEBREB 1 Elementary Classical Hebrew 1
HIST 4.1 History of Western Civilization to 1648 C.E.
HIST 4.2 History of Western Civilization from 1648 C.E.
HIST 17.1 History of the United States to 1877
HIST 18.1 History of Women in the United States to 1877
PHIL 6 Introduction to Philosophy
PHIL 7 Contemporary Moral Issues
PHIL 20 History of Western Philosophy: Ancient & Medieval
PHIL 21 History of Western Philosophy: Modern
PSYCH 56 Aging, Dying and Death
RELS 6.66 History of Satan

Information Learning Resources
Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Social and Behavioral Sciences (AA)
Program of Study Code: 001023
Term Effective: Fall 2016
19.0 Units
(707) 527-4763
srjcmajor001023@santarosa.edu

Program Requirements:
The Social and Behavioral Sciences major is intended for the student who wants to explore the social and behavioral sciences as a foundation of lifelong learning, or as an introduction to the related fields of Sociology, Psychology, Anthropology, Economics, History, Social Science, and/or Political Science. This major is broad and exploratory in nature and does not necessarily fulfill the lower division requirements for transfer in a specific discipline.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1.Identify major theoretical approaches across a variety of disciplines within the Social and Behavioral Sciences (i.e. Psychology, Sociology, Anthropology, History, Political Science and Economics);
2.employ critical thinking and writing skills in the analysis of complex issues; and
3. develop a global world view that encompasses diverse perspectives.

Social Science Requirements - complete 6.0 units
Complete any combination totaling at least 6.0 units from the following:
ECON 1 Principles of Macroeconomics
ECON 2 Principles of Microeconomics
ECON 12 Introduction to Economics and the Environment
HIST 1.1 World History to 1500
HIST 1.2 World History Since 1500 C.E.
HIST 4.1 History of Western Civilization to 1648 C.E.
HIST 4.2 History of Western Civilization from 1648 C.E.
HIST 5 History of the Modern Middle East
HIST 8.1 History of Latin America from Pre-Columbian to 1830
HIST 8.2 History of Latin America from 1830 to Present
HIST 17.1 History of the United States to 1877
HIST 17.2 United States History from 1877
HIST 18.1 History of Women in the United States to 1877
HIST 18.2 History of Women in the United States Since 1877
HIST 20 History of the US Since 1945
HIST 21 Race, Ethnicity and Gender in American Culture
HIST 22 History of California
HIST 26 History of Chicanos and Latinos from 1848 to Present
HIST 30 African American History
HIST 33 History of Mexico
POLS 1 Introduction to United States Government
POLS 2 Introduction to Comparative Government
POLS 18 Political Theory
POLS 25 Introduction to International Relations
S OCS 12 Environmental Policy and Politics
S OCS 49 Independent Study in Social Science

Social and Behavioral Sciences Electives - complete 6.0 units
Complete any combination totaling at least 6.0 units from the following:
AGBUS 7 Agricultural Economics
AJ 25 Community Relations
AJ 56 Crime and Criminal Justice in Society
ANTHRO 1 Biological Anthropology
ANTHRO 1L Biological Anthropology Lab
ANTHRO 2 Cultural Anthropology
ANTHRO 3 Introduction to Archaeology
ANTHRO 21 American Folklore and Folklife
ANTHRO 22 Anthropology of Globalization
ANTHRO 23 Native American Art and Culture
BEHSC 49 Independent Study in Behavioral Sciences
PSYCH 1A General Psychology
PSYCH 1B Introduction to Psychological Research Methods
PSYCH 1C Introduction to Behavioral Sciences Statistics
PSYCH 3 Human Sexuality
PSYCH 4 Child and Adolescent Psychology
PSYCH 5 Abnormal Psychology
PSYCH 7 Theories of Personality
PSYCH 8 Introduction to Lifespan Psychology
PSYCH 30 Social Psychology
PSYCH 34 The Psychology of Prejudice

PSYCH 35 Psychology of Identity
PSYCH 40 Psychological Perspectives on Gender
PSYCH 52 Interpersonal Communication
PSYCH 56 Aging, Dying and Death
PSYCH 57 Introduction to Sports Psychology
SOC 1 Introduction to Sociology
SOC 2 Modern Social Problems
SOC 3 Self and Society
SOC 5 Sociological Research Methods
SOC 10 Close Relationships and Family Life
SOC 30 Race and Ethnic Relations
**Sociology for Transfer (AA-T)**

Program of Study Code: 001055  
Term Effective: Spring 2015  
18.0 Units  
(707) 522-2645  
srjcmajor001055@santarosa.edu

**Program Requirements:**

The Associate in Arts in Sociology for Transfer degree at Santa Rosa Junior College provides students with an introduction to and overview of the field of Sociology. Students learn the major theories and research methods used by sociologists, as well as develop the ability to analyze critical aspects of contemporary society. This major fulfills the Transfer Model Curriculum for transfer to California State University (CSU) campuses.

**Program Student Learning Outcomes:**

Upon successful completion of this major, the student will be able to:

1. Explain and apply the major theories, concepts, and methodologies of sociology;
2. analyze society and social groups using a sociological perspective; and
3. evaluate structures and policies of major American social institutions.

**Sociology for Transfer Required Core - complete 3.0 units**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 1</td>
<td>Introduction to Sociology</td>
</tr>
<tr>
<td>SOC 2</td>
<td>Modern Social Problems</td>
</tr>
<tr>
<td>MATH 15</td>
<td>Elementary Statistics</td>
</tr>
<tr>
<td>and</td>
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</tbody>
</table>

**Sociology for Transfer Additional Required Core - complete 6.0 units**

Complete any combination totaling at least 6.0 units from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>MATH 15</td>
<td>Elementary Statistics</td>
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<td>or</td>
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<tr>
<td>SOC 5</td>
<td>Sociological Research Methods</td>
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<td>or</td>
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<tr>
<td>MATH 15</td>
<td>Elementary Statistics</td>
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<td>and</td>
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</tr>
<tr>
<td>PSYCH 1B</td>
<td>Introduction to Psychological Research Methods</td>
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<tr>
<td>or</td>
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<tr>
<td>SOC 2</td>
<td>Modern Social Problems</td>
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<tr>
<td>and</td>
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</tr>
<tr>
<td>SOC 5</td>
<td>Sociological Research Methods</td>
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<td>or</td>
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<tr>
<td>MATH 15</td>
<td>Elementary Statistics</td>
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<tr>
<td>and</td>
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</tr>
<tr>
<td>PSYCH 1B</td>
<td>Introduction to Psychological Research Methods</td>
</tr>
</tbody>
</table>

**Sociology for Transfer List A - complete 6.0 units**

Complete any combination totaling at least 6.0 units from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 56</td>
<td>Crime and Criminal Justice in Society</td>
</tr>
<tr>
<td>MATH 15</td>
<td>Elementary Statistics</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>PSYCH 1B</td>
<td>Introduction to Psychological Research Methods</td>
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<tr>
<td>or</td>
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</tr>
<tr>
<td>SOC 2</td>
<td>Modern Social Problems</td>
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<td>or</td>
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<tr>
<td>SOC 5</td>
<td>Sociological Research Methods</td>
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<td>or</td>
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<tr>
<td>MATH 15</td>
<td>Elementary Statistics</td>
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<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>PSYCH 1B</td>
<td>Introduction to Psychological Research Methods</td>
</tr>
</tbody>
</table>

**Sociology for Transfer List B - complete 3.0 units**

Complete any combination totaling at least 3.0 units from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 56</td>
<td>Crime and Criminal Justice in Society</td>
</tr>
<tr>
<td>ANTHRO 2</td>
<td>Cultural Anthropology</td>
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<td>or</td>
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<tr>
<td>MATH 15</td>
<td>Elementary Statistics</td>
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<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>PSYCH 1A</td>
<td>General Psychology</td>
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<td>or</td>
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<tr>
<td>MATH 15</td>
<td>Elementary Statistics</td>
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<td>or</td>
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<tr>
<td>PSYCH 1B</td>
<td>Introduction to Psychological Research Methods</td>
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<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>MATH 15</td>
<td>Elementary Statistics</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td>PSYCH 1B</td>
<td>Introduction to Psychological Research Methods</td>
</tr>
</tbody>
</table>

**Notes:**

Electives may not be double counted towards required courses.
Students will have to fulfill the following requirements to earn this degree.

Completion of 60 semester units that are eligible for transfer to the California State University, including both of the following:

a) The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements, and

b) A minimum of 18 semester units as required for the Associate in Arts in Sociology for Transfer major.

Obtainment of an overall minimum grade point average of 2.0

Earn a grade of C or better in all courses required for the Associate in Arts in Sociology for Transfer major.

Notes:

This degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T or AS-T degree are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a Counselor to develop an educational plan that best meets their goals and needs.

### Spanish (AA)

Program of Study Code: 001001

Term Effective: Fall 2016

18.0 Units

(707) 522-2687

srjcmajor001001@santarosa.edu

Program Requirements:

A student completing the Spanish major will have a solid background in reading, writing, speaking and comprehending Spanish and will have developed both an understanding and appreciation of Hispanic cultures. The student will be prepared for upperdivision coursework in Spanish at a four-year university or, should he/she pursue other fields of study, will have achieved a level of competence in Spanish that is deemed similar to their community college major.

Obtainment of an overall minimum grade point average of 2.0

Earn a grade of C or better in all courses required for the Associate in Arts in Sociology for Transfer major.

#### Spanish Major Requirements - complete 8.0 units

- SPAN 3 Intermediate Spanish-Part One
- SPAN 4 Intermediate Spanish- Part 2

#### Spanish Major Restricted Electives - complete 9.0 units

Complete any combination totaling at least 9.0 units from the following:

- ANTHRO 30 Anthropology of Globalization
- ANTHRO 31 Mesoamerican Origins of Latin Culture
- ENGL 25 Introduction to Language Study
- ENGL 33 Chicano/Chicana Arts and Literature
- HIST 8.1 History of Latin America from Pre-Columbian to 1830
- HIST 8.2 History of Latin America from 1830 to Present
- HIST 21 Race, Ethnicity and Gender in American Culture
- HIST 26 History of Chicanos and Latinos from 1848 to Present
- HIST 33 History of Mexico
- INTDIS 4 Culture & Values in Latin America & the Caribbean
- SPAN 1 Elementary Spanish-Part 1
- SPAN 2 Elementary Spanish-Part 2
- SPAN 50A Conversation for Beginners-Part 1
- SPAN 50B Conversation for Beginners-Part 2

#### Information Learning Resources Requirement - complete 1.0 units

- LIR 10 Introduction to Information Literacy

### Spanish for Transfer Core Requirements - complete 16.0 units

- SPAN 1 Elementary Spanish-Part 1
- SPAN 2 Elementary Spanish-Part 2
- SPAN 3 Intermediate Spanish-Part One
- SPAN 4 Intermediate Spanish-Part 2

### Spanish for Transfer List A Requirements - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:

- ANTHRO 31 Mesoamerican Origins of Latin Culture
- ENGL 33 Chicano/Chicana Arts and Literature
- FREN 1 Elementary French-Part 1
- FREN 2 Elementary French-Part 2
- FREN 3 Intermediate French-Part 1
- FREN 4 Intermediate French-Part 2
- HIST 8.1 History of Latin America from Pre-Columbian to 1830
- HIST 8.2 History of Latin America from 1830 to Present
- HIST 26 History of Chicanos and Latinos from 1848 to Present
- HIST 33 History of Mexico
- INTDIS 4 Culture & Values in Latin America & the Caribbean
- ITAL 1 Elementary Italian-Part 1
- ITAL 2 Elementary Italian-Part 2
- ITAL 3 Intermediate Italian-Part 1
- ITAL 4 Intermediate Italian-Part 2
- SPAN 50C Intermediate Conversation

Notes:

Important Note for Students:

Please use the TMC Template link above to review options.
for Substitution Courses:
If a student places out of any core course(s) and is not awarded units for that course, the student will need to take additional units to compensate for the course/units required to reach at least 18 total units in the major (Title 5 regulations). Course substitutions are made at the discretion of the local college and may or may not be delineated in the local degree. Suggested substitutions include courses in List A. Additional suggested course substitutions are contained in the finalized Transfer Model Curriculum (TMC). The following courses have been identified as options:

Any course from List A OR;

ANTHR 31 Anthropology of Globalization (3 units) or;

ENGL 25 Introduction to Language Study (3 units) or;

HIST 21 Race, Ethnicity and Gender in American Culture (3 units)

### Studio Arts for Transfer (AA-T)

**Program of Study Code:** 001062  
**Term Effective:** Fall 2013  
**27.0 Units**

(707) 527-4259  
[statmajor001062@santarosa.edu](mailto:statmajor001062@santarosa.edu)

**Program Requirements:**

This Associate in Arts in Studio Art for Transfer is designed for students who are pursuing a degree in Studio Art, including the fields of Painting and Drawing, Printmaking, Photography, Ceramics, Sculpture, and related disciplines.

This associate degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.

1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   a. The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   b. A minimum of 26 semester units as required for the Associate in Arts in Studio Art for Transfer.
2. Obtain an overall minimum grade point average of 2.0
3. Earn a grade of C or better in all courses required for the Associate in Arts in Studio Art for Transfer.

### Studio Art for Transfer Core Requirements - complete 15.0 units

- **ART 2 2. History and Appreciation of Late Gothic to Impressionist Art**
- **ART 2 3. History and Appreciation of Modern Art**
- **ART 3  Introduction to Art and Design**
- **ART 5  Three Dimensional Design**
- **ART 7A  Drawing and Composition I**

### Studio Art for Transfer List A - complete 3.0 units

- **ART 2 1. History & Aesthetic Appreciation of Prehistoric – Gothic Art**

### Studio Art for Transfer List B - complete 9.0 units

Complete any combination totaling at least 9.0 units from the following:

- **ART 4  Principles of Color**
- **ART 7B  Drawing and Composition 2**
- **ART 12  Figure Drawing**
- **ART 13  Watercolor**
- **ART 14A  Beginning Painting**
- **ART 14B  Intermediate Painting**
- **ART 19  Elementary Photography**
- **ART 21  Intermediate Black and White Photography**
- **ART 24  Introduction to the Art of Printmaking**
- **ART 27A  Silkscreen Printmaking**
- **ART 27B  Silkscreen Printmaking**
- **ART 28A  Beginning Etching**
- **ART 28B  Intermediate Etching**
- **ART 31A  Beginning Ceramics**
- **ART 31B  Intermediate Ceramics**
- **ART 33A  Beginning Sculpture**
- **ART 33B  Intermediate Sculpture**
- **ART 34A  Ceramic Sculpture**

### Surveying Technology (AS)

**Program of Study Code:** 002031  
**Term Effective:** Fall 2016  
**28.5 Units**

(707) 527-4408  
[srjcmajor002031@santarosa.edu](mailto:srjcmajor002031@santarosa.edu)

**Program Requirements:**

The Surveying Technology program prepares students for a variety of technical positions in the surveying and mapping professions. The program recommended course sequence is set up to allow the student to progress through four semesters and achieve a Certificate of Achievement or an Associate’s Degree. This program also prepares students to transfer to university to further their studies in surveying or geomatics.

### Program Student Learning Outcomes

Upon successful completion of this major, the student will be able to:

1. Define and describe land surveying terminology, methods, procedures, standards and technology;
2. Perform mathematical, computer and statistical computations related to location, elevation, grade, distance, direction, area, and volume;
3. Communicate clearly and effectively in oral, written and graphic formats;
4. Prepare and present written and oral reports using computer-aided drafting and geographic information system technologies;
5. Operate terrestrial and global positioning surveying instruments for various types of surveys; and
6. Research, file, retrieve, analyze and prepare descriptions of land, drawings, maps, plats, documents, records, reports and correspondence related to land surveying.

### Surveying Technology Core Requirements - complete 27.5 units

- **GIS 40  Introduction to Geographic Information Systems (GIS)**
- **APTECH 46  Introduction to Computer-Aided Drafting**
- **APTECH 191  Problem Solving in Civil Engineering Technology**
- **CEST 51  Civil Drafting Technology**
- **CEST 192  Non-Technical Skills for the Civil Engineering Technician**
- **SURV 53  Route Surveying & Design**
- **SURV 56  Introduction to GPS Land Surveying**
- **SURV 58  Evidence and Procedures for Boundary Determination**
- **SURV 60  Introduction to Plane Surveying**
- **Information Learning Resources Requirement - complete 1.0 units**
  - **LIR 10  Introduction to Information Literacy**

### Sustainable Agriculture (AS)

**Program of Study Code:** 002031  
**Term Effective:** Fall 2016  
**25.0 Units**

(707) 527-4408  
[srjcmajor002031@santarosa.edu](mailto:srjcmajor002031@santarosa.edu)

**Program Requirements:**

The Sustainable Agriculture major is designed to train farmers and gardeners in the techniques of sustainable food production. It provides a foundation in plant and soil science, integrated pest management, and ecological agriculture,
Sustainable Agriculture Requirements - complete 24.0 units
AGRI 20 Introduction to Plant Science
AGRI 60 Soil & Plant Nutrition
AGRI 70 Integrated Pest Management
SUSAG 50 Introduction to Sustainable Agriculture
AGMEC 60 Agricultural Machinery & Equipment Skills
SUSAG 160 Direct Farm Marketing
SUSAG 109 Organic Crop Planning and Production
Complete any combination totaling at least 4.0 units from the following:
AGRI 56 Agricultural Enterprise Project
AGRI 98 Independent Study in Agriculture
ANSCI 153 Sustainable Agriculture Production Systems with Animals
SUSAG 64 Warm Season Vegetable Production
SUSAG 65 Cool Season Vegetable Production
SUSAG 103 Composting for Commercial Organic Farming and Gardening
SUSAG 116 Organic Apple Production
SUSAG 117 Organic Fruit Tree & Berry Production
SUSAG 118 Olive Oil Production, Processing & Sensory Evaluation
SUSAG 119 Specialty Crop Production
SUSAG 120 Organic Gardening and Food Production
SUSAG 153 Community Supported Agriculture
SUSAG 162 Community Supported Agriculture Late Spring
SUSAG 163 Community Supported Agriculture Summer

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
The degree will be awarded upon completion of all major requirements with a grade of “C” or better.

Theatre Arts (AA)
Program of Study Code: 002057
Term Effective: Fall 2016
19.0 Units
(707) 527-4248
srjcmaior002057@santarosa.edu

Program Requirements:
The Theatre Arts Major is designed for students who are pursuing transfer majors in the Theatre Arts. It provides a basic foundation in theatre history and literature, "hands on experience" in several theatre arts disciplines including Acting, Stagecraft and Costuming, and cultural and historical background necessary to understanding the Theatre Arts. The major may be of interest to those seeking a foundation in related disciplines, such as television, film, and other media. The major may also be of interest to those seeking a foundation for lifelong learning as well.

Program Student Learning Outcomes
Upon completion of the major, students will be able to:
1. Develop self-awareness and confidence through creative expression;
2. collaborate and effectively communicate in a theatre setting;
3. demonstrate an understanding of time management, commitment, follow-through, and responsibility to achieve a common goal in a theatre setting;
4. creatively analyze, critique, and interpret works of theatrical art;
5. identify, summarize, compare and contrast the principal movements in World theatre history and literature;
6. serve in a production position to gain understanding of the collaborative and complex nature of a live performance;
7. demonstrate an understanding of and empathy for the racial, ethnic, and cultural diversity of U.S. and World theatre; and
8. utilize current theatrical technology.

Theatre Arts Major Requirements - complete 18.0 units
THAR 1 World Theatre Through Time
THAR 6 Multicultural Perspectives in American Theatre
THAR 10A Introduction to Acting
THAR 20 Introduction to Stagecraft
THAR 25.2 Production Lab: Running Crew
THAR 21A Introduction to Costume Design
THAR 25.1 Production Lab: Costume Crew

Information Learning Resources Requirement - complete 1.0 units
LIR 10 Introduction to Information Literacy

Notes:
1. All students enrolled in the major program will be assigned a faculty advisor who will meet with them regularly to monitor progress.
2. The type of position and number of productions a student will work on during a semester determines the number of units to be taken for THAR 25.1 and THAR 25.2.

Theatre Arts for Transfer (AA-T)
Program of Study Code: 001067
Term Effective: Fall 2016
18.0 Units
(707) 527-4428
srjcmaior001067@santarosa.edu

Program Requirements:
The Associate in Arts in Theatre Arts for Transfer is designed for students who are pursuing a baccalaureate degree. It provides a basic foundation in theatre history and literature, "hands on experience" in several theatre arts disciplines including Acting, Stagecraft and Costuming, and cultural and historical background necessary to understanding the Theatre Arts.

This associate degree is designed to provide a clear pathway to a CSU major and baccalaureate degree. California Community College students who are awarded an AA-T are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

Students will have to fulfill the following requirements to earn this degree.
1. Complete 60 semester units that are eligible for transfer to the California State University, including both of the following:
   (A) The Inter-segmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth requirements; and
   (B) A minimum of 18 semester units as required for the Associate in Arts in Theatre Arts for Transfer major.
2. Obtain an overall minimum grade point average of 2.0
3. Earn a grade of C or better in all courses required for the Associate in Arts in Theatre Arts for Transfer major.

Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. demonstrate self-awareness and confidence through creative expression;
2. collaborate and effectively communicate in a theatre setting;
3. demonstrate an understanding of time management, commitment, follow-through, and responsibility to achieve a common goal in a theatre setting;
4. creatively analyze, critique, and interpret works of theatrical art;
5. identify, summarize, compare and contrast the principal movements in world theatre history and literature;
6. demonstrate an understanding of the collaborative and complex nature of a live performance through serving in a production position;
7. demonstrate an understanding and awareness of the racial, ethnic, and cultural diversity of U.S. and world theatre; and
8. utilize current theatrical technology.

Theatre Arts for Transfer Core Requirements - complete 9.0 units
Complete any combination totaling at least 3.0 units from the following:
THAR 1 World Theatre Through Time
THAR 2 Introduction to Theatre Arts
THAR 10A Introduction to Acting
THAR 11.1 Performance: Non-Musical
Viticulture (AS)

**Program of Study Code: 002026**
**Term Effective: Fall 2016**
**32.0 Units**

srjcmajor002026@santarosa.edu
(707) 527-4987

**Program Requirements:**

The Viticulture major focuses on the growing of grapes for winemaking, including seasonal practices in the vineyard and vineyard management. The program also includes enology and winery operations components.

**Program Student Learning Outcomes:**

Upon successful completion of this major, the student will be able to:

1. Conduct in-depth feasibility studies for new vineyard development, and from the results, prepare comprehensive reports and cost projections appropriate to their planting recommendations;
2. Identify and implement sustainable farming practices that will improve fruit quality, provide efficacious pest and disease management, protect natural resources and the environment, and prepare a farming plan that encompasses these practices;
3. Research and apply all county, state and federal laws regarding vineyard development and maintenance, worker safety, pesticide use, and environmental protection;
4. Demonstrate a working knowledge of the latest technological advances in vineyard management and incorporate current technology into their farming plans and budgets;
5. Work cooperatively and effectively with wineries to determine optimum harvest parameters, coordinate the operations required, and negotiate a grape contract;
6. Show management and leadership capabilities by effectively training others to perform hands-on vineyard tasks; and
7. Contribute to the wine grape industry and participate in professional organizations at the local, state-wide, national and international levels.

**Viticulture Requirements - complete 31.0 units**

- **AGBUS 2** Agricultural Computer Applications
- **AGRI 60** Soil & Plant Nutrition
- **VIT 1** World Viticulture and Wine Styles
- **VIT 51** Viticulture: Fall Practices
- **VIT 52** Viticulture: Spring Practices
- **VIT 55** Basic Wine Grape Viticulture
- **VIT 60** Vineyard Management

**Complete any combination totaling at least 3.0 units from the following:**

- **AGRI 70** Integrated Pest Management
- **VIT 70** Vineyard Pest and Disease Management

**Complete any combination totaling at least 4.0 units from the following:**

- **WINE 42.1** Fall Winery Operations and
  - **WINE 42.2** Spring Winery Operations or
  - **WINE 3** Introduction to Enology

**Complete any combination totaling at least 3.0 units from the following:**

- **AGBUS 7** Agricultural Economics
- **AGBUS 56** Introduction to Agriculture Business and Management
- **AGBUS 61** Agricultural Marketing
- **AGMEC 60** Agricultural Machinery & Equipment Skills
- **SPAN 72** Spanish for the Wine Industry
- **VIT 53** Advanced Vineyard Practices for Quality Production
- **VIT 54** Viticulture: Summer Practices
- **VIT 114** Sustainable Viticulture
- **VIT 113** Organic Viticulture
- **VIT 120** Vineyard Pruning
- **VIT 121** Pruning Techniques for Vine Balance
- **VIT 122** Vineyard Canopy Management
- **VIT 123** Spring Budding & Grafting
- **VIT 130** Grapevine Physiology
- **VIT 131** Working with Your Winemaker - Fruit Quality Assurance
- **VIT 133** Advances in Viticulture
- **WINE 70** Wine Component Tasting

**Information Learning Resources Requirement - complete 1.0 units**

- **LIR 10** Introduction to Information Literacy

Vocational Nursing (AS)

**Program of Study Code: 002033**
**Term Effective: Fall 2016**
**69.0 Units**

srjcmajor002033@santarosa.edu
(707) 522-2858

**Program Requirements:**

The program provides training in vocational nursing. A minimum of 1,530 hours of instruction and clinical experience are required by the Board of Vocational Nursing and Psychiatric Technicians (BVNPT). Clinical sites are arranged at local health care facilities and community agencies for a wide range of clinical hands-on experiences. The SRJC vocational nursing program is accredited by the California BVNPT. No wages or stipends are paid to students during their training period.

Upon successful program completion, eligible graduates will be allowed to sit for NCLEX-PN (National Counsel of Licensed Examiners for Practical/Vocational Nurses) examination required by the BVNPT. Successful passing of the NCLEX-PN exam is required to receive the Vocational Nursing license from the California Department of Consumer Affairs.

**Program Student Learning Outcomes:**

Upon successful completion of this major, the student will be able to:

1. Satisfy the requirements for application to the take the NCLEX-PN Licensure Exam;
2. Transition from student to vocational nurse in a variety of health-care settings;
3. Practice competently and safely in a variety of health care settings appropriate to entry level vocational nurse;
4. Communicate effectively as a member of a multidisciplinary team;
5. Maintain high professional and ethical standards of vocational nursing practice;
6. Utilize concepts of human growth and development and psycho/social/cultural needs of clients as they apply to self-care models; and,
7. Promote family centered care that is culturally sensitive;
8. Assume responsibility for ongoing educational and professional development;
9. Provide leadership and effective supervision of unlicensed assistive personnel within the vocational nursing scope of practice;
10. Adapt rapidly to new technologies and changing conditions of health care; and
11. Grow in the ability to think critically and incorporate new knowledge and skills into the theoretical knowledge base acquired in the VN program.

**Program Selection Process:**

Applicants who have completed all program pre-requisites by the deadline of the application year will be assigned a cut score designed by the California State Chancellors’ office. Qualified applicants will be entered into the random selection process required by the California
Majors: Associate Degree Nursing (AS)

State Chancellor’s office. For more information about the cut score and selection process please contact a Health Science counselor or see the Health Science VN website.

Vocational Nursing Prerequisite

Requirements - complete 18.0 units

Complete any combination totaling at least 3.0 units from the following:

- PSYCH 4 Child and Adolescent Psychology
- ANAT 51 General Human Anatomy
- COMM 5 Group Discussion and Problem Solving
- COMM 6 Interpersonal Communication
- COMM 7 Intercultural Communication
- SPCH 1A Introduction to Public Speaking
- SPCH 60 Communication Skills

Complete any combination totaling at least 3.0 units from the following:

- FDNT 62 Nutrition & Diet Therapy
- FDNT 10 Elementary Nutrition
- FDNT 16 Diet Therapy for Healthcare

Complete any combination totaling at least 3.0 units from the following:

- PHYSIO 1 Human Physiology
- PHYSIO 58 Introduction to Human Physiology

Complete any combination totaling at least 3.0 units from the following:

- PSYCH 1A General Psychology
- PSYCH 5 Abnormal Psychology
- PSYCH 7 Theories of Personality
- PSYCH 56 Aging, Dying, and Death

Vocational Nursing Requirements - complete 50.0 units

Complete any combination totaling at least 3.0 units from the following:

- NRV 51 Fundamentals and Basics of Vocational Nursing
- NRV 51L Fundamentals & Basic Vocational Nursing Clinical Experience
- NRV 52.1 Intermediate Vocational Nursing
- NRV 52.1L Intermediate Clinical for Vocational Nursing
- NRV 52.2 Maternal-Child Health Vocational Nursing
- NRV 52.2L Maternal-Child Health Vocational Nursing Clinical
- NRV 53 Advanced Vocational Nursing Theory
- NRV 53L Advanced Vocational Nursing Clinical
- NRV 58A Fundamental Skills Lab for Vocational Nursing
- NRV 58B Intermediate Vocational Nursing Skills Lab
- NRV 58C Advanced Skills Lab for Vocational Nursing

Information Learning Resources

Requirement - complete 1.0 units

LIR 10 Introduction to Information Literacy

Program Requirements Notes:
Program requirements are put in place by external accreditation and regulatory agencies (BVNPT) and are not subject to catalog rights.

Eligibility for ENGL 1A

Eligibility for MATH 150A

A clear background check is required by clinical agencies. Accepted students must successfully pass a criminal background check (paid by students) this will require social security numbers.

Complete all health requirements noted on VN program webpage (paid by students).

Strongly recommended to meet with a Health Science counselor for guidance with VN certificate or VN Major. Call (707) 527-4451 for Santa Rosa campus or (707) 778-3914 for Petaluma campus to make an appointment.

Proof of high school graduation or equivalency (HS Diploma, transcript showing Associate Degree or higher degree, GED certificate, document of equivalency of foreign education to US High school graduation or higher.

Official transcripts showing proof of all prerequisite course completion, this includes official SRJC transcripts.

Meet the current Chancellor’s cut score for cohort (includes grade in Anatomy/Physiology, GPA)

Cut score determined by State Chancellor’s calculation pattern.

Important: Chancellor’s cut score based on highest grade, in A&P. Basic requirement Anatomy 58 and Physio 58. Students should NOT repeat sciences unless critical, points lost in Chancellor’s cut score.

All classes and pre-requisites must be completed with a C or better.

All qualified candidates assigned a random number per Chancellor’s guidelines.

First 32 qualified applicants will be selected at random from applicant pool.

Other qualified applicants not selected assigned rank number as alternate.

Once class starts, alternate status is closed and random from applicant pool.

Cut score determined by State Chancellor’s calculation pattern.

Program Selection Process:
The selection process is in compliance with Title 5 of the California Education Code. Screening is based on a probability of student succeeding in an ADN program. The score is determined by a formula using the following four criteria: Overall College GPA within the last 5 years prior to application to the ADN program English Composition GPA (English 1A or equivalent) Overall GPA in the following prerequisite sciences (anatomy, physiology, microbiology) Minus the number of repeats, withdraws, no credits, and incomplete grades in the core sciences (negative predictor of success)

The formula will determine a probability of student succeeding in an ADN program.

Notes:
All pre-requisites must be completed with a C or better. All program classes must be completed with a C (75%) or better.

Program Requirements:
The Vocational Nursing to ADN major has been approved by the California Board of Registered Nursing, and prepares the student for entry into the practice of professional registered nursing. Program Student Learning Outcomes

Upon successful completion of this certificate, the student will be able to:

- Be prepared to practice safe and competent professional nursing care to patients of all ages in a variety of settings;
- Have acquired sufficient knowledge to pass the NCLEX-RN examination for licensure as a registered nurse;
- Demonstrate caring, cultural sensitivity, and acceptance of ethnic, race, religious, gender, age, and lifestyle differences in their professional nursing practice;
- Promote behaviors that lead to high level wellness;
- Be self directed, responsible, resourceful, and resilient professional nurses; and
- Be prepared to transfer to higher level nursing education.

Program Selection Process:
The selection process is in compliance with Title 5 of the California Education Code. Screening is based on a probability of student succeeding in an ADN program. The score is determined by a formula using the following four criteria: Overall College GPA within the last 5 years prior to application to the ADN program English Composition GPA (English 1A or equivalent) Overall GPA in the following prerequisite sciences (anatomy, physiology, microbiology) Minus the number of repeats, withdraws, no credits, and incomplete grades in the core sciences (negative predictor of success)

The formula will determine a probability of student succeeding in an ADN program.

Notes:
All pre-requisites must be completed with a C or better. All program classes must be completed with a C (75%) or better.

Associate Degree Nursing (AS)

Program of Study Code: 002003
Term Effective: Fall 2014

59.5 Units

(707) 527-4271
srjcmajor002003@santarosa.edu

Program Requirements:
The Vocational Nursing to ADN major has been approved by the California Board of Registered Nursing, and prepares the student for entry into the practice of professional registered nursing. Program Student Learning Outcomes

Upon successful completion of this certificate, the student will be able to:

- Be prepared to practice safe and competent professional nursing care to patients of all ages in a variety of settings;
- Have acquired sufficient knowledge to pass the NCLEX-RN examination for licensure as a registered nurse;
- Demonstrate caring, cultural sensitivity, and acceptance of ethnic, race, religious, gender, age, and lifestyle differences in their professional nursing practice;
- Promote behaviors that lead to high level wellness;
- Be self directed, responsible, resourceful, and resilient professional nurses; and
- Be prepared to transfer to higher level nursing education.

Program Selection Process:
The selection process is in compliance with Title 5 of the California Education Code. Screening is based on a probability of student succeeding in an ADN program. The score is determined by a formula using the following four criteria: Overall College GPA within the last 5 years prior to application to the ADN program English Composition GPA (English 1A or equivalent) Overall GPA in the following prerequisite sciences (anatomy, physiology, microbiology) Minus the number of repeats, withdraws, no credits, and incomplete grades in the core sciences (negative predictor of success)

The formula will determine a probability of student succeeding in an ADN program.

Notes:
All pre-requisites must be completed with a C or better. All program classes must be completed with a C (75%) or better.
assessment testing before being allowed to enter the ADN program.

Nursing (ADN) Prerequisites Requirements - complete 21.0 units

- ANAT 1 General Human Anatomy
- PHYSIO 1 Human Physiology
- ENGL 1A Reading & Composition

Complete any combination totaling at least 3.0 units from the following:
- FDNT 62 Nutrition & Diet Therapy
- FDNT 10Elementary Nutrition
- FDN 162 Diet Therapy for Healthcare

Complete any combination totaling at least 4.0 units from the following:
- HLC 55 Medical Microbiology
- MICRO 5 General Microbiology
- MICRO 60 Fundamentals of Microbiology

Nursing (ADN) Board of Registered Nursing Requirements - complete 9.0 units

Complete any combination totaling at least 3.0 units from the following:
- COMM 5 Group Discussion & Problem Solving
- COMM 7Intercultural Communication
- COMM 6Interpersonal Communication
- SPCH 1AIntroduction to Public Speaking
- SPCH 3AIntroduction to Argumentation
- SPCH 60 Communication Skills

Complete any combination totaling at least 3.0 units from the following:
- PSYCH 1AGeneral Psychology
- PSYCH 4Child and Adolescent Psychology
- PSYCH 7Theories of Personality
- PSYCH 56AGeometry, Dying and Death

Complete any combination totaling at least 3.0 units from the following:
- ANTHRO 2 Cultural Anthropology
- ANTHRO 21 American Folklore and Folklife
- SOC 1Introduction to Sociology
- SOC 2Modern Social Problems
- SOC 10Marriage & the Family
- SOC 5Race & Ethnic Relations

Vocational Nursing to Nursing (ADN) Core Requirements - complete 29.5 units

- NR 74.1Professionalism, Nursing Process
- NR 74.2Psychiatric Nursing
- NR 75C Nursing Care of the Acutely III, Perinatal, & Pediatric PT
- NR 75DSN Advanced Care of Acutely III

Notes:
- CHEM 60 and BIO 10 are prerequisites to the Anatomy, Physiology, and Microbiology courses. Prerequisite science courses without an on-campus laboratory component will not be accepted. Because basic algebra is recommended for chemistry, students without basic algebra skills are advised to take Elementary Algebra.
- Food & Nutrition and Psychology courses must be completed by the end of the first semester of the Nursing program.
- Beginning with the class of Fall 2009, only college transferrable reading and composition courses (English 1A or equivalent) will be accepted to fulfill the English prerequisite requirement. English 100 and English 100 ESL will no longer be accepted. This change is effective for students who apply Fall 2008 for the Fall 2009 ADN program.
- The department recommends that students meet the math competency requirement for the Associate Degree prior to entering the program.
- All courses taken in conjunction with this program must be completed with a grade of 'C' or better. (A C minus in prerequisite courses will not be accepted if the C minus is less than 70%)
- Updated 3/22/2007

Wastewater Treatment Operations (AS)

Program of Study Code: 002060
Term Effective: Fall 2016
22.0 Units
(707) 527-4376
srjcmajor002060@santarosa.edu

Program Requirements:
The Wastewater Treatment Operations Program provides instructional training necessary for entry level positions in the operation of wastewater treatment facilities and wastewater collection systems as well as assistance in developing the knowledge to pass the required examinations administered by the California Department of Health Services. The certificate program requires a total of 21 units consisting of 18 units of core requirements plus 3 units of elective courses. Students may continue on to major in this area by completing additional course work and meeting other college requirements to earn an Associate's degree.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate knowledge of general chemistry principles, environmental chemistry, organic chemistry, and wastewater treatment facilities and wastewater collection systems as well as assistance in developing the knowledge to pass the required examinations administered by the California Department of Health Services. The certificate program requires a total of 21 units consisting of 18 units of core requirements plus 3 units of elective courses. Students may continue on to major in this area by completing additional course work and meeting other college requirements to earn an Associate's degree.

2. Apply to take the WASTEWATER TREATMENT PLANT OPERATOR EXAMINATION, Grade II.

Wastewater Treatment Operations - complete 21.0 units

- WWTR 112 Wastewater Treatment Math
- WWTR 120 Wastewater Treatment 1
- WWTR 121 Wastewater Treatment 2
- WWTR 122 Wastewater Chemistry
- WWTR 123 Instrumentation and Controls
- WWTR 124 Pumps

Wine Studies: Enology (AS)

Program of Study Code: 002037
Term Effective: Fall 2015
28.0 Units
(707) 527-4408
srjcmajor002037@santarosa.edu

Program Requirements:
The Wine Studies major, Enology emphasis, the study of winemaking, offers students an intense, hands-on experience in fall and spring winery operations and the essential introduction to chemistry, organic chemistry, and wine lab analysis. The Enology emphasis prepares students for entry-level positions as winery laboratory assistants, cellar masters, assistant winemakers, winery education directors, wine quality control specialists, and sensory evaluation personnel.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate knowledge of general chemistry principles, wine microbiology fundamentals, and laboratory techniques; and
2. Demonstrate practices of wine analysis methods during cellar operations, laboratory/quality control tests as prescribed by company procedure; and
3. Demonstrate knowledge of the fundamentals of the wine industry including product evaluation and common wine business practices.

Wine Studies Core Requirements - complete 13.0 units

- WINE 70 Wine Component Tasting
- WINE 110 Professional Wine Judging
- AGBUS 2 Agricultural Computer Applications
- WINE 1 World Viticulture and Wine Styles

Complete any combination totaling at least 4.0 units from the following:

- WINE 42.1 Fall Winery Operations
- WINE 42.2 Spring Winery Operations
- WINE 3 Introduction to Enology

Wine Studies: Enology Emphasis Requirements - complete 15.0 units

Complete any combination totaling at least 11.0 units from the following:

- CHEM 8 Introductory Organic Chemistry
- WINE 55A Lab Analysis of Wines

Note: All courses taken in conjunction with this program must be completed with a grade of 'C' or better. (A C minus in prerequisite courses will not be accepted if the C minus is less than 70%)

Updated 3/22/2007
Majors:  Wine Studies: Wine Business and Marketing (AS)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>WINE 101</td>
<td>Consumer Direct Wine Sales and Marketing</td>
</tr>
<tr>
<td>AGRI 99I</td>
<td>Agricultural Occupational Work Experience</td>
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<td>WINE 122</td>
<td>Wine of Spain</td>
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<td>WINE 125</td>
<td>Wine Service and Hospitality</td>
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<tr>
<td>WINE 150</td>
<td>Artisan Winemaking Operations</td>
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</tbody>
</table>

Complete any combination totaling at least 3.0 units from the following:

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate knowledge of skills such as constructing a wine marketing plan, applying management and business principles to wine marketing; and
2. Demonstrate wine distribution methods and wine markets, calculation of pricing in markets, and basic knowledge of global retail wine sales.
3. Demonstrate knowledge of the fundamentals of the wine industry including product evaluation and basic enology concepts.

Wine Studies Core Requirements - complete 13.0 units

<table>
<thead>
<tr>
<th>Program of Study Code: 002035</th>
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<tbody>
<tr>
<td>Term Effective: Fall 2015</td>
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<tr>
<td>22.0 Units</td>
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</tbody>
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(707) 527-4408
srjcmajor002035@santarosa.edu

Program Requirements:
The Wine Studies major, Wine Evaluation and Service program emphasis, gives students a thorough understanding of wines produced locally, regionally, and internationally. Students learn the components of tasting wines, judging wines, and pairing wines with different foods. The courses are combined with wine industry event planning, consumer direct wine sales and marketing, and service and hospitality to prepare students for specific job opportunities that include wine consultant, server, tasting room representative, wine sales specialist, wine educator, wine club administrator, and winery and restaurant event staff.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate knowledge of skills such as serving wine according to professional standards including an understanding of wine evaluation; and
2. Demonstrate the skills required for planning an effective publicity program for a wine industry event; and
3. Discuss wine regions and characteristics of grape varieties suited to specific regions; and

4. Demonstrate knowledge of the fundamentals of the wine industry including basic enology and business concepts.

Wine Studies Core Requirements - complete 13.0 units

<table>
<thead>
<tr>
<th>Program of Study Code: 002035</th>
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<tr>
<td>Term Effective: Spring 2015</td>
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<tr>
<td>26.5 Units</td>
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</tbody>
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(707) 527-4408
srjcmajor002036@santarosa.edu

Program Requirements:
The Wine Studies major, Wine Business and Marketing emphasis, provides students with many aspects of wine business sales and marketing to effectively market and promote wine, including solid agriculture business classes: computer applications, wine business management, sales and communications, marketing and wine sales and distribution. This program prepares students to pursue a variety of possible wine industry jobs that range from sales representative, direct sales manager, and regional sales manager to wine advertising sales, fine wine sales representative, public relations and marketing coordinator, and wine merchandiser.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate knowledge of skills such as constructing a wine marketing plan, applying management and business principles to wine marketing; and
2. Demonstrate wine distribution methods and wine markets, calculation of pricing in markets, and basic knowledge of global retail wine sales.
3. Demonstrate knowledge of the fundamentals of the wine industry including product evaluation and basic enology concepts.

Wine Studies: Wine Business and Marketing (AS)

Program of Study Code: 002036
Term Effective: Spring 2015
26.5 Units

(707) 527-4408
srjcmajor002036@santarosa.edu

Program Requirements:
The Wine Studies major, Wine Business and Marketing emphasis, provides students with many aspects of wine business sales and marketing to effectively market and promote wine, including solid agriculture business classes: computer applications, wine business management, sales and communications, marketing and wine sales and distribution. This program prepares students to pursue a variety of possible wine industry jobs that range from sales representative, direct sales manager, and regional sales manager to wine advertising sales, fine wine sales representative, public relations and marketing coordinator, and wine merchandiser.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate knowledge of skills such as constructing a wine marketing plan, applying management and business principles to wine marketing; and
2. Demonstrate wine distribution methods and wine markets, calculation of pricing in markets, and basic knowledge of global retail wine sales.
3. Demonstrate knowledge of the fundamentals of the wine industry including product evaluation and basic enology concepts.

Wine Studies Core Requirements - complete 13.0 units

<table>
<thead>
<tr>
<th>Program of Study Code: 002035</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term Effective: Fall 2015</td>
</tr>
<tr>
<td>22.0 Units</td>
</tr>
</tbody>
</table>

(707) 527-4408
srjcmajor002035@santarosa.edu

Program Requirements:
The Wine Studies major, Wine Evaluation and Service program emphasis, gives students a thorough understanding of wines produced locally, regionally, and internationally. Students learn the components of tasting wines, judging wines, and pairing wines with different foods. The courses are combined with wine industry event planning, consumer direct wine sales and marketing, and service and hospitality to prepare students for specific job opportunities that include wine consultant, server, tasting room representative, wine sales specialist, wine educator, wine club administrator, and winery and restaurant event staff.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate knowledge of skills such as serving wine according to professional standards including an understanding of wine evaluation; and
2. Demonstrate the skills required for planning an effective publicity program for a wine industry event; and
3. Discuss wine regions and characteristics of grape varieties suited to specific regions; and

4. Demonstrate knowledge of the fundamentals of the wine industry including basic enology and business concepts.

Wine Studies Core Requirements - complete 13.0 units

<table>
<thead>
<tr>
<th>Program of Study Code: 002035</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term Effective: Spring 2015</td>
</tr>
<tr>
<td>26.5 Units</td>
</tr>
</tbody>
</table>

(707) 527-4408
srjcmajor002036@santarosa.edu

Program Requirements:
The Wine Studies major, Wine Business and Marketing emphasis, provides students with many aspects of wine business sales and marketing to effectively market and promote wine, including solid agriculture business classes: computer applications, wine business management, sales and communications, marketing and wine sales and distribution. This program prepares students to pursue a variety of possible wine industry jobs that range from sales representative, direct sales manager, and regional sales manager to wine advertising sales, fine wine sales representative, public relations and marketing coordinator, and wine merchandiser.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Demonstrate knowledge of skills such as constructing a wine marketing plan, applying management and business principles to wine marketing; and
2. Demonstrate wine distribution methods and wine markets, calculation of pricing in markets, and basic knowledge of global retail wine sales.
3. Demonstrate knowledge of the fundamentals of the wine industry including product evaluation and basic enology concepts.
Women’s and Gender Studies (AA)

Program of Study Code: 001029
Term Effective: Fall 2016
22.0 Units
(707) 524-1812
srjcmajor001029@santarosa.edu

Program Requirements:
Students completing the Women’s and Gender Studies program will be provided with a framework for examining women and gender in a relation to race, class, sexuality, colonialism, multiculturalism and globalization. Students will examine the ways in which women and men are gendered in diverse societies and discuss their lives, roles and contributions. The major will prepare students for transfer to a university in this interdisciplinary field or will provide the foundation for lifelong learning.

Program Student Learning Outcomes
Upon successful completion of this major, the student will be able to:
1. Compare and contrast the current and historical gender roles of a variety of ethnic and global groups;
2. write clearly, concisely, and persuasively about significant events and issues relating to gender;
3. analyze the biological and cultural aspects that contribute to gender identity;
4. identify and analyze cultural and religious value systems that contribute to prejudice including bias, stereotyping, sexism, and homophobia; and
5. analyze and interpret significant texts, images and traditions related to gender across cultures and time periods.

Women’s and Gender Studies Major Requirements - complete 21.0 units

- COUN 20 Sex and Gender
- MEDIA 4 Introduction to Mass Communication

Complete any combination totaling at least 6.0 units from the following:

- HIST 18.1 History of Women in the United States to 1877
- HIST 18.2 History of Women in the United States Since 1877
- HIST 21 Race, Ethnicity and Gender in American Culture

Complete any combination totaling at least 3.0 units from the following:

- CHLD 10 Child Growth and Development
- CHLD 68 Issues in Diversity
- PSYCH 4 Child and Adolescent Psychology

Complete any combination totaling at least 3.0 units from the following:

- PSYCH 3 Human Sexuality
- PSYCH 34 The Psychology of Prejudice and Discrimination
- PSYCH 40 Psychological Perspectives on Gender

Information Learning Resources Requirement - complete 1.0 units

- LIR 10 Introduction to Information Literacy
Certificates

Certificates in the Credit Program
Santa Rosa Junior College offers a broad array of Career Technical Education certificate programs that provide a course of study preparing students directly for employment or self-employment upon completion of the program. Most certificate programs are developed through the collaboration of SRJC faculty and industry leaders and employers who sit on advisory committees for the Career Technical Education disciplines.

There are two types of certificates acknowledged by the State (Title 5, 55070(a) (b)) and the College: those requiring approval by the Systems Office, California Community Colleges called Certificates of Achievement; and, those requiring only local Board approval. At Santa Rosa Junior College, the locally approved certificates are called Skills Certificates. Only Certificates of Achievement which have been approved by the System’s Office will appear on a student transcript.

CERTIFICATE OF ACHIEVEMENT
Certificates of Achievement certify that students successfully completing all requirements are fully prepared to enter the careers designated on their certificates. These programs generally, but not always, require a year or more of study and eighteen or more units of coursework.

Certificates of Achievement must be approved by the Curriculum Committee and the Board of Trustees. They must also be endorsed by the Bay Area Community College Consortium (comprised of community college occupational administrators) and approved by the Systems Office. Certificates of Achievement are posted to the official transcript.

SKILLS CERTIFICATE
A Skills Certificate certifies that students successfully completing all requirements are prepared with a particular set of skills for an entry-level position in the field, to upgrade or advance in an existing career, or to pursue a full Certificate of Achievement. These programs usually provide career ladder instruction and are therefore of shorter duration and narrower in scope than Certificate of Achievement Programs.

Skills Certificates must be approved by the Curriculum Committee and the Board of Trustees.

Santa Rosa Junior College is committed to maintaining the academic rigor and relevance of its occupational curriculum. Each Career Technical Education program has an employer advisory committee to provide Career Technical Education outlook information and give input to the curriculum, ensuring that students are learning the skills needed by industry. Whether the student is exploring career choices following high school, considering a major career move, or seeking new skills for advancement, a wide variety of training options are available through these various certificate programs. Skills certificates do not post to the official transcript.

FINANCIAL AID ELIGIBILITY
Not all SRJC certificate programs are eligible for purposes of federal financial aid payments. To be considered eligible, a program must be a minimum of 15 weeks and 16 units in length, must have secured Chancellor’s Office approval prior to the term of aid being paid, and must be included on SRJC’s Federal Aid Participation Agreement.

The Certificate of Achievement and the Major (degree program)
Students in Career Technical Education programs are strongly encouraged to obtain an Associate’s Degree. This can be done by selecting a major related to the certificate program, or by pursuing a more general major, such as Humanities, Natural Sciences, or Social and Behavioral Sciences. To be awarded an Associate’s Degree, a student must complete at least 18 units of major requirements, as well as other degree requirements. (Please see the section, “Degree Requirements,” in this Catalog.)

Degree programs are often available for many occupational fields that also have a Certificate of Achievement program. A student who has completed a certificate program may be awarded the Associate’s Degree in a later semester providing all major and degree requirements are met.

The Certificate of Achievement and Selection Processes
Some programs—particularly in the Health Sciences or Public Safety fields—may have a selection process for entering students. Please contact the department or a counselor for information about the selection process for any such program.

Certificates in the Non-Credit Program
There are two types of non-credit certificates acknowledged by the State and the College. The first is called a Certificate of Completion and the second a Certificate of Competency. Title 5: 55151 (b)(1)(2)

CERTIFICATE OF COMPLETION
This certificate confirms that a student has completed a program or sequence of non-credit courses that prepares him or her to progress in a career path or to undertake degree-applicable or non-degree applicable credit courses. This document certifies that the student has gained proficiency in basic educational skills, such as math, reading, listening, writing or English as a Second Language leading to improved employability or job opportunities at the entry level.

CERTIFICATE OF COMPETENCY
This certificate confirms that a student has enrolled in a program or sequence of non-credit courses and demonstrated competencies that prepares him or her to progress to a career path or to undertake credit courses to further pursue his or her career. This document certifies that the student has achieved a set of skills or competencies that can be applied in a recognized career field and articulated with degree-applicable coursework leading to a degree.

APPROVALS
Each certificate must be approved by the Curriculum Committee, Board of Trustees and the Systems Office.
Certificate Requirements

All of the following requirements must be met in order for the certificate to be conferred:

- All coursework and related unit requirements
- A minimum number of units taken in residence
- A minimum standard of scholarship

COURSEWORK AND RELATED UNIT REQUIREMENTS

No course may be used more than once to fulfill a requirement in the certificate. Generally stated, a requirement within a certificate is:

A) A designated course (e.g., NRM 15);
B) A defined combination of courses (e.g., NRM 2.1 and NRM 2.2); or
C) A set number of units that can be fulfilled from a list of courses (e.g., “3 units in any combination from the following: NRM 1, 2, 3, 4, 10, 22, 56”).

RESIDENCE REQUIREMENT

1. A student must complete at least six units or 20 percent of the total units (whichever is greater) of the certificate program at Santa Rosa Junior College. This means that, for certificates of one to six units, all coursework must be completed at SRJC.
2. A student must be enrolled at Santa Rosa Junior College during the semester in which the certificate is awarded.
3. A department may propose to exceed the minimum standards set herein. Such proposal would be reviewed by the Educational Planning & Coordinating Council (EPCC) and recommended to the Academic Senate for appropriate action.
4. Implementation of approved residency requirements will have an effective date based on the new catalog year, so that all students receive timely, clear, and consistent information about the requirement.

SCHOLARSHIP REQUIREMENT

1. A student must have a minimum “C” grade (or equivalent) in all Santa Rosa Junior College and transferred coursework submitted toward the certificate.
2. A department may propose to exceed the minimum standards set herein. Such proposal would be reviewed by the Educational Planning & Coordinating Council (EPCC) and recommended to the Academic Senate for appropriate action.
3. Implementation of approved scholarship requirements will have an effective date based on the new catalog year, so that all students receive timely, clear, and consistent information about the requirement.

Policy 3.2, Revised December 2012

Term Effective and the Certificate

The requirements for a certificate are effective beginning the semester shown for each certificate. Students who began working on the approved certificate before the effective semester may not be affected by the changes because they have catalog rights. Please Note: Catalog Rights are not applicable for degree and certificate programs with a separate selection process (i.e., Nursing, Radiologic Technology, Dental Hygiene). Students will be held to the requirements listed in the major for the year in which they actually enter the program. Students should consult with the program contact person, department chair, or a counselor to determine their eligibility to complete the major under previous requirements (see “Catalog Rights,” below).

Catalog Rights

CERTIFICATES IN THE CREDIT PROGRAM

Award requirements for a certificate in the credit program are determined according to the catalog in effect at the time of initial enrollment. In order to maintain catalog rights, a student must be in continuous enrollment; that is, enrollment in at least one credit course during each successive academic year. For the purpose of catalog rights, the academic year begins each fall and ends with the subsequent summer session. When a break in enrollment occurs, certificate requirements are determined according to the catalog in effect when enrollment is resumed. Students may choose to receive a certificate award under the catalog requirements in effect at the time of their petition to receive the certificate.

CERTIFICATES IN THE NON-CREDIT PROGRAM

Award requirements for a certificate in the non-credit program are determined according to the catalog requirements in effect at the time of their petition to receive the certificate.

Policy 3.2, Revised December 2012
Certificates: Credit Certificates

Account Clerk
Administrative Assistant
Advanced Cardiac Life Support
Advanced Officer Training
Agriculture Business Management
Art: Photography
Automotive Technology
Automotive Technology: Brakes, Steering and Suspension Specialist
Automotive Technology: Electric and Electronic Systems Specialist
Automotive Technology: Engine Repair Specialist
Automotive Technology: Heating and Air Conditioning Systems Specialist
Background Investigation
Basic Arrhythmia Recognition Course
Basic Police Officer Academy
Bookkeeper
Bookkeeper Assistant
Business Management
Business Marketing
Business: Accountant Assistant
Business: Entrepreneurship
Business: Human Resource Administration
Business: Payroll
Business: Real Estate
Business: Real Estate Sales
Certified Nurse Assistant
Child Development: Associate Teacher
Child Development: Teacher
Children in the Justice System
Civil Engineering Technology
Community Health Worker
Computer Studies: Adobe Applications Specialist
Computer Studies: Adobe Certification Training in Illustrator
Computer Studies: Adobe Certification Training in InDesign
Computer Studies: Adobe Certification Training in Photoshop
Computer Studies: Cisco Certification Training in CCNA
Computer Studies: IT Support
Computer Studies: Microsoft Office Specialist
Computer Studies: Web Designer
Computer Studies: Web Fundamentals
Computer Studies: Web Programmer
Computer Studies: Web Project Management
Corrections
Corrections Officer Basic Course
Culinary Arts
Culinary Arts: Baking and Pastry
Culinary Arts: Dining Room Service
Culinary Arts: Front House Operations
Culinary Arts: Restaurant Management
Dance: Ballet
Dance: Hip Hop/Funk
Dance: Jazz
Dance: Modern Dance
Dental Assisting
Dental Assisting (Extended-22-month)
Diesel and Heavy Duty Engine (T1 and T2)
Diesel Chassis (T4 and T5)
Diesel Electrical/Electronics (T6)
Diesel Equipment Technology
Diesel Heating, Ventilation and Cooling (T7)
Diesel Power Train (T3)
Diesel Preventative Maintenance (T8)
Dietary Service Supervisor
Digital Media: Audio
Digital Media: 3D Modeling & Animation
Digital Media: 3D Studio MAX
Digital Media: Adobe After Effects
Digital Media: Adobe Audition
Digital Media: Adobe Creative Suite
Digital Media: Adobe Flash
Digital Media: Adobe Flash Professional
Digital Media: Adobe InDesign
Digital Media: Adobe Photoshop
Digital Media: Adobe Premiere
Digital Media: Adobe Premiere Pro
Digital Media: Adobe Soundbooth
Digital Media: Adobe After Effects
Digital Media: Adobe Audition
Digital Media: Adobe Creative Suite
Digital Media: Adobe Flash
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Digital Media: Adobe Premiere
Digital Media: Adobe Premiere Pro
Digital Media: Adobe Soundbooth
Digital Media: Adobe After Effects
Digital Media: Adobe Audition
Digital Media: Adobe Creative Suit...
Phlebotomy
Probation Officer Basic Course
Public Safety Dispatcher Basic Course
Radiologic Technology
Ranger Academy
Retail Management
Solar Photovoltaics
Surveying Technology
Sustainable Agriculture
Theatre Arts: Acting
Theatre Arts: Costuming
Theatre Arts: Makeup
Theatre Arts: Stagecraft
Theatre Arts: Theatre Management
Veterinary Technician
Viticulture
Vocational Nursing
Wastewater Treatment Operations
Water Utility Operations
Welding Technology
Wine Studies: Enology
Wine Studies: Wine Business and Marketing
Wine Studies: Wine Eval. & Service

Non-Credit Certificates
Certificate of Completion in Basic Academic Skills
ESL: Academic Preparedness and Career Development
ESL: Basic Interpersonal Communications
ESL: Foundations of Literacy Skills

For list of inactivated certificates, please refer to: https://portal.santarosa.edu/SRWeb/ProgramsAdvancedSearch.aspx?ProgramType=0

Account Clerk
Program of Study Code: 003274
Term Effective: Fall 2013
13.5 Units
(707) 778-3961
srjccertificate003274@santarosa.edu
Program Requirements:
The Account Clerk Skills Certificate prepares the student as an entry level accounts payable/accounts receivable clerk, with responsibilities including data entry. The curriculum includes basic accounting concepts, records management, spreadsheets, and other entry level skills.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Analyze, categorize, calculate, record and report selected financial information and commonly used financial statements and related reports, using generally accepted accounting principles (GAAP);
2. Analyze, categorize, calculate, record and report basic payroll information including payment of wages along with associated payroll tax liabilities;
3. Calculate, analyze, and interpret a variety of mathematical business problems, comparisons, and elementary statistics;
4. Demonstrate effective oral and written communication skills to report financial information and job seeking skills;
5. Use a computer to tabulate, calculate, record, organize and report financial information, and effectively use computer keyboard, 10-Key, and other modern devices to calculate, tabulate, and assist in reporting and recording of financial information.

Account Clerk Requirements - complete 13.5 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>BBK 50</td>
<td>Computerized Bookkeeping and Accounting 1</td>
</tr>
<tr>
<td>BBK S3.1</td>
<td>QuickBooks Level 1</td>
</tr>
<tr>
<td>BGN 81</td>
<td>Practical Business Math Skills</td>
</tr>
<tr>
<td>BGN 201</td>
<td>Typing Self-Paced</td>
</tr>
<tr>
<td>BGN 203</td>
<td>Self-Paced 10-Key Numeric Keypad</td>
</tr>
<tr>
<td>BGN 205</td>
<td>Basic Filing</td>
</tr>
<tr>
<td>CS 60.11A</td>
<td>Microsoft Word, Part 1</td>
</tr>
<tr>
<td>CS 61.11A</td>
<td>Microsoft Excel, Part 1</td>
</tr>
<tr>
<td>CS 167.11</td>
<td>Microsoft Outlook</td>
</tr>
</tbody>
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Complete any combination totaling at least 1.0 units from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>BGN 110</td>
<td>Exploring Business Careers</td>
</tr>
<tr>
<td>BGN 112</td>
<td>Marketing Your Skills</td>
</tr>
</tbody>
</table>

Other Essential Program Information:
Recommended preparation: BOT 50A (Computer Keyboarding) or equivalent.

Administrative Assistant
Program of Study Code: 003053
Term Effective: Fall 2016
30.0 Units
(707) 527-4486
srjccertificate003053@santarosa.edu
Program Requirements:
This Program is a Certificate of Achievement. Because the administrative field continues to rank among the largest occupations in the U.S. economy, job opportunities for skilled Administrative Assistants are available locally and nationally. According to the U.S. Department of Labor, approximately nine out of ten Administrative Assistants are employed in service-providing industries that range from education, health care, and social services to government and retail trade. Depending on experience, skills, and level of responsibility, salaries vary broadly. However, job applicants with extensive technology knowledge and workforce skills such as communication, teamwork, project management, problem-solving, and systems develop are in high demand. Individuals who have earned certification typically earn higher salaries and are in high demand for employment.

The traditional role of office professionals continues to dramatically change due to corporate downsizing, the elimination of middle managers, and the increased dependency on technology. As a result, the importance and value of the administrative professionals have dramatically increased, and the demand for well-trained, well-rounded administrative staff has never been greater.

Most businesses regard administrative workers as the operation’s point people and rely on their skilled expertise and operational coordination to accomplish multiple administrative and clerical duties that are essential to efficiently running an organization. Some of the key responsibilities expected of Administrative Assistants are planning and scheduling meetings, troubleshooting office equipment and programs, conducting project and database management, disseminating information, pursuing Internet research, composing correspondence, and answering phones, emails, and other communication.

The Administrative Assistant Program includes an internship, which provides the student an opportunity to use their acquired skills in an office environment and gain experience in their profession before completing the program.

This certificate is the advanced level of the Administrative Assistant program. Students completing the Office Assistant Completion Certificate will have fulfilled a portion of the Administrative Assistant Certificate of Achievement. More information about the programs can be found at the Business
Certificates: Advanced Cardiac Life Support

Administration Department website.

Administrative Assistant Requirements - complete 30.0 units
BBK 50 Computerized Bookkeeping and Accounting I
BGN 71 Business English Grammar
BGN 81 Practical Business Math Skills
BGN 102 Typing-Skill Building
BGN 110 Exploring Business Careers
BGN 111 Soft Skills for Business
BGN 112 Marketing Your Skills
BGN 203 Self-Paced 10-Key
BGN 204 Electronic Calculator
BGN 205 Basic Filing
BMG 52 Written Communication in Organizations
BOT 99.11 Business Office Tech Occupational Work Experience Internship
BOT 154 Office Procedures for the 21st Century
CS 60.11A Microsoft Word, Part 1
CS 61.11A Microsoft Excel, Part 1

Other Essential Program Information:
BOT 99 should be taken in the final semester of the program for a minimum of 2 units.

Advanced Cardiac Life Support
Program of Study Code: 005022
Term Effective: Fall 1981
0.5 Units
(707) 836-2912
srjccertificate005022@santarosa.edu

Program Requirements:
The program is a Skills Certificate.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Describe and analyze the specific topic(s) of the course of instruction;
2. Application of the knowledge and skill(s) presented in the course;
3. Explain the procedure(s) described in the course; and
4. Perform the technique(s) presented in the course.

Advanced Officer Training - complete 0.5 units
AJ 305.1 Advanced Officer Training

Agriculture Business Management
Program of Study Code: 003224
Term Effective: Fall 2016
21.0 Units
(707) 527-4408
srjccertificate003224@santarosa.edu

Program Requirements:
The Agriculture Business Management Certificate of Achievement program provides students with current, marketable skills and knowledge to enter the agriculture industry. It incorporates technology, communication skills, and principles as applied to the field.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate knowledge and understanding of the different types of business organizations in agribusiness;
2. Understand applications of economic principles of demand, supply, and the price system in agribusiness;
3. Demonstrate understanding of the principles and strategies for selling and marketing in agribusiness; and
4. Incorporate technology, communication, leadership and business management skills in agribusiness.

Agriculture Business Management Requirements - complete 21.0 units
AGBUS 2 Agricultural Computer Applications
AGBUS 7 Agricultural Economics
AGBUS 56 Introduction to Agriculture Business and Management
AGBUS 61 Agricultural Marketing
AGBUS 62 Agricultural Sales and Communication

Complete any combination totaling at least 6.0 units from the following:
AGRI 50 Introduction to Agriculture Education
AGRI 56 Agricultural Enterprise Project
AGRI 99 Agriculture Occupational Work Experience
AGRI 99I Agriculture Occupational Work Experience Internship
BAD 1 Financial Accounting
BAD 2 Managerial Accounting
BAD 18 The Legal Environment of Business
BIO 10 Introduction to Principles of Biology

ECON 1 Principles of Macroeconomics
MATH 15 Elementary Statistics
VIT 1 World Viticulture and Wine Styles
VIT 51 Viticulture: Fall Practices
VIT 52 Viticulture: Spring Practices
VIT 60 Vineyard Management
WINE 1 World Viticulture and Wine Styles

Art: Photography
Program of Study Code: 003090
Term Effective: Summer 2012
30.0 Units
(707)-524-1570
ten (707) 524-1570
srjccertificate003090@santarosa.edu

Program Requirements:
The Art: Photography Certificate of Achievement involves the study and practice of the principles of visual communication: line, shape, form, value, pattern, color, texture, space and composition. Students will study the various problems and potentials of photography, including visual sequencing. They will engage in visual thinking and personal expression through exercises and assignments in the required courses. Students will also be introduced to the work of numerous artists throughout the history of art and photography. Techniques such as photographic composition, toning, flash printing, fiber paper printing, and final photographic presentation will be covered in this program of study.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate appropriate use of essential photographic equipment, materials and processes;
2. Synthesize and apply visual principles in works of art;
3. Demonstrate skills in visual analysis by identifying specific formal elements in works of art;
4. Achieve greater awareness of global traditions; and
5. Create a portfolio of archival exhibition prints. xture, space and composition. Students will study the various problems and potentials of photography, including visual sequencing.

Art Certificate Requirements - complete 18.0 units
ART 3 Introduction to Art and Design
ART 4 Principles of Color
ART 5 Three Dimensional Design
ART 7A Drawing and Composition 1

Complete any combination totaling at least 6.0 units from the following:
ART 1.1 World Art History to 1500
and
ART 1.2 World Art History Since 1500
or
ART 2.1 History & Aesthetic Appreciation of Prehistoric – Gothic Art
and
Photography Emphasis Requirements - complete 12.0 units
ART 19 Elementary Photography
ART 21 Intermediate Black and White Photography

Complete any combination totaling at least 3.0 units from the following:
ART 22 Advanced Black and White Photography
ART 62 Alternative Photography Processes

Complete any combination totaling at least 3.0 units from the following:
ART 23 Color Photography
ART 59 Photomarksmanship

Other Essential Program Information:
No course may be used more than once to fulfill a requirement in the certificate.

Automotive Technology
Program of Study Code: 003032
Term Effective: Fall 2016
47.0 Units
(707)527-4404
srjccertificate003032@santarosa.edu

Program Requirements:
The Automotive Technology Certificate of Achievement offers both theoretical and hands-on training, including engine overhaul, ignition systems, fuel systems, pollution control systems, electrical systems, drive trains, brake systems and suspension systems.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate safe operation of hand tools, power tools and specialized automotive tools and equipment;
2. Perform entry level diagnoses and repair of automotive engines, electrical systems, transmissions, engine performance, brakes, chassis and emissions control systems;
3. Demonstrate basic maintenance and welding skills; and
4. Access and interpret automotive service information and schematics both manually and on the computer.

Automotive Technology Requirements - complete 47.0 units
AUTO 100 Introduction to Automotive Technology
AUTO 103 Automotive Drive Train
AUTO 105 Automotive Engines
AUTO 106 Automotive Brakes, Steering and Suspension
AUTO 108 Automotive Electrical System
AUTO 112 Automotive Heating and Air Conditioning Systems
AUTO 113 Automotive Engine Performance and Pollution Control
AUTO 156 Automotive Electrical System
AUTO 194 Introduction to Hybrid Vehicle Maintenance and Repair
IED 190 Industrial Mathematics
WELD 70 Beginning Welding: Fundamentals

Complete any combination totaling at least 3.0 units from the following:
AUTO 99 Automotive Occupational Work Experience
AUTO 108 Clean Air Car Course: BAR Levels 1 & 2
AUTO 120 Automotive Service Advisor, Business Ethics, and Management
BGN 101 Typing
ELEC 51A Fundamentals of Electricity
MACH 51A Beginning Machine Tool Technology
MACH 51B Advanced Machine Tool Technology
WELD 171.1 Advanced Shielded Metal Arc Welding
WELD 171.2 Gas Metal Arc Welding and Gas Tungsten Arc Welding
WELD 171.3 Flux Core Arc Welding (FCAW)

Other Essential Program Information:
It is recommended that students with no automotive work experience or high school auto shop begin with course AUTO 100 Introduction to Automotive Technology.

Automotive Technology: Brakes, Steering and Suspension Specialist
Program of Study Code: 003298
Term Effective: Summer 2010
7.0 Units
(707)527-4757
srjccertificate003298@santarosa.edu

Program Requirements:
The Automotive Technology: Brakes, Steering and Suspension Specialist Skills Certificate offers an in-depth study of drivetrain systems, including operation, diagnosis, service and overhaul of most automatic and manual transmissions and trans axles, drive axles and all wheel drive system. The certificate prepares students to pass the A2 and A3 ASE (Automotive Service Excellence) certification exams.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate the knowledge needed to pass the A.S.E. Brake, Suspension, and Steering certificate exams.

Automotive Technology: Brakes, Steering and Suspension Specialist Requirements - complete 7.0 units
AUTO 54 Automotive Brakes, Steering and Suspension

Other Essential Program Information:
The certificate will be awarded upon completion of the course with a grade of “C” or better.

Automotive Technology: Electric and Electronic Systems Specialist
Program of Study Code: 005054
Term Effective: Fall 2015
5.0 Units
(707) 527-4757
srjccertificate005054@santarosa.edu

Program Requirements:
The Automotive Technology: Electric and Electronic Systems Specialist Skills Certificate covers the fundamentals of automotive electrical and electronic systems including service and repair of starting, charging, and other chassis electrical systems. This certificate prepares students to pass the A6 ASE (Automotive Service Excellence) certification exam.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Utilize different types of electrical diagnostic test equipment.

Automotive Technology: Electric and Electronic Systems Specialist Requirements - complete 5.0 units
AUTO 156 Automotive Electrical System

Other Essential Program Information:
The Certificate is awarded upon completion of the course with a grade of “C” or better.

Automotive Technology: Engine Repair Specialist
Program of Study Code: 003299
Term Effective: Spring 2011
7.0 Units
(707) 527-4757
srjccertificate003299@santarosa.edu

Program Requirements:
The Automotive Technology: Engine Repair Specialist Skills Certificate trains students in the theory, design, operation, troubleshooting and overhaul of internal combustion automobile engines and prepares students to pass the A1 ASE (Automotive Service Excellence) Engine Repair certification exam.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Troubleshoot and overhaul an internal combustion automobile engine.

Automotive Technology: Engine Repair Specialist Requirements - complete 7.0 units
AUTO 51 Automotive Engines

Other Essential Program Information:
The Certificate is awarded upon completion of the course with a grade of “C” or better.
Certificates:  Automotive Technology: Heating and Air Conditioning Systems Specialist

**Automotive Technology: Heating and Air Conditioning Systems Specialist**

Program of Study Code: 005055  
Term Effective: Spring 2011  
1.5 Units  
(707) 527-4757  
srjccertificate005055@santarosa.edu  
Program Requirements:

The Automotive Technology: Heating and Air Conditioning Systems Specialist Program prepares students in the theory, service, and repair of many types of automotive air conditioning and heating systems. The certificate prepares students to pass the A7 ASE (Automotive Service Excellence) certification exam.

Program Student Learning Outcomes:

Upon successful completion of this certificate, the student will be able to:

1. Identify and describe the theory, service and repair of common types of automotive heating and air conditioning systems.

Automotive Technology: Heating and Air Conditioning Systems Specialist - complete 1.5 units

**Auto 125**  
Automotive Heating and Air Conditioning Systems

Other Essential Program Information:

The Certificate is awarded upon completion of the course with a grade of "C" or better.

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**Automotive Technology: Powertrain Systems Performance & Electronics Specialist**

Program of Study Code: 005078  
Term Effective: Fall 2015  
12.0 Units  
(707) 524-4404  
srjccertificate005078@santarosa.edu  
Program Requirements:

The Automotive Technology: Powertrain Systems Performance & Electronics Specialist Program prepares students to pass the A6 and A8 ASE (Automotive Service Excellence) Certification Exams.

Program Student Learning Outcomes:

Upon successful completion of this certificate, the student will be able to:

1. Identify and define function of sensors, actuators and powertrain components.
2. Use diagnostic tools and equipment to analyze and diagnose common problems.
3. Utilize different types of electrical diagnostic test equipment.

Automotive Technology: Powertrain Systems Performance & Electronics Specialist - complete 12.0 units

**Auto 153**  
Automotive Engine Performance and Pollution Control

**Auto 156**  
Automotive Electrical System

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**Automotive Technology: Transmission Specialist**

Program of Study Code: 003300  
Term Effective: Fall 1981  
6.0 Units  
(707) 527-4757  
srjccertificate003300@santarosa.edu  
Program Requirements:

The Automotive Technology: Transmission Specialist Program prepares students for an in-depth study of automotive drivetrain systems, including operation, diagnosis, service and overhaul of most automotive automatic and manual transmissions and trans axles, drive axles and all wheel drive systems. Diagnosis of modern drivetrain systems is emphasized. The certificate prepares students to pass the A2 and A3 ASE (Automotive Service Excellence) certification exams.

Program Student Learning Outcomes:

Upon successful completion of this certificate, the student will be able to:

1. Identify a normal electrocardiogram; and
2. Identify common abnormal cardiac rhythms.

Automotive Technology: Transmission Specialist Requirements - complete 6.0 units

**Auto 53**  
Automatic Drive Train

Other Essential Program Information:

The Certificate is awarded upon completion of the course with a grade of "C" or better.

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**Background Investigation**

Program of Study Code: 005033  
Term Effective: Fall 2011  
1.0 Units  
(707) 836-2909  
srjccertificate005033@santarosa.edu  
Program Requirements:

This single-course certificate is designed for those individuals who conduct preemployment personnel background investigations for public safety employment. The student will be introduced to the federal and state fair employment laws, job dimensions, job traits, and essential functions of the background investigator.

Program Student Learning Outcomes:

Upon successful completion of this certificate, the student will be able to:

1. Describe the background investigation process;
2. Demonstrate the responsibilities involved in conducting a public safety pre-employment background investigation;
3. Explain the role of the California Commission on Peace Officer Standards and Training (POST) as a resource for conducting a pre-employment background investigation; and
4. Recognize the laws and regulations involved in the background investigation process.

Background Investigation - complete 1.0 units

**AJ 350**  
Background Investigation

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**Basic Arrhythmia Recognition Course**

Program of Study Code: 005021  
Term Effective: Fall 2009  
2.0 Units  
(707) 836-2920  
srjccertificate005021@santarosa.edu  
Program Requirements:

This program is a Skills Certificate.

Program Student Learning Outcomes:

Upon successful completion of this certificate, the student will be able to:

1. Identify common abnormal cardiac rhythms.
2. Recognize the laws and regulations involved in the background investigation process.

Basic Arrhythmia Recognition Course Requirements - complete 2.0 units

**EMC 114**  
Basic Arrhythmia Recognition Course

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**Basic Police Officer Academy**

Program of Study Code: 003327  
Term Effective: Fall 2011  
21.0 Units  
(707) 836-2910  
srjccertificate003327@santarosa.edu  
Program Requirements:

The Basic Police Officer Academy Certificate of Achievement provides all academic and physical skill training and assessment required by the State of California Commission on Peace Officer Standards and Training. It is required training for anyone serving as a peace officer in the state of California. The program provides the opportunity to observe, develop and employ the behavior traits of a professional peace officer in a controlled setting. The Academy is available in two formats: Intensive (20 weeks) and Modular (11 months).

Basic Police Officer Academy Core Requirements - complete 21.0 units

Complete any combination totaling at least 21.0 units from the following:

**AJ 223**  
Basic Police Academy

**AJ 222A**  
Modular Basic Police Academy - Level III

**AJ 222B**  
Modular Basic Police Academy - Level II

**AJ 222C**  
Modular Basic Police Academy - Level I
Bookkeeper

**Program of Study Code: 003118**
**Term Effective: Fall 2013**

**36.5 Units**
(707) 778-3961
srjccertificate003118@santarosa.edu

**Program Requirements:**
The Bookkeeper Certificate of Achievement prepares the student as an entry-level bookkeeper working with the accountant in summarizing financial data and preparing financial statements. Students are trained to be members of an organization’s team with the ability to exercise initiative and judgment, train co-workers, use technology, and assume responsibility without direct supervision.

**Program Student Learning Outcomes**
Upon successful completion of this certificate, the student will be able to:
1. Analyze, categorize, calculate, record and report detailed financial information and commonly used financial statements and related reports, using generally accepted accounting principles (GAAP);
2. Analyze, categorize, calculate, record and report detailed payroll information including payment of wages along with associated payroll taxes and other liabilities;
3. Calculate, analyze, and interpret a variety of mathematical business problems, ratios, comparisons, elementary statistics, and trends;
4. Demonstrate effective oral and written communication skills to report financial information and job seeking skills;
5. Use a computer to tabulate, calculate, record, organize and report financial information; and
6. Effectively use a computer keyboard, 10-key, and other modern devices to calculate, tabulate, and assist in reporting and recording of financial information.

**Bookkeeper Requirements - complete 36.5 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BBK 50</td>
<td>Computerized Bookkeeping and Accounting 1</td>
</tr>
<tr>
<td>BBK 51</td>
<td>Computerized Bookkeeping &amp; Accounting 2</td>
</tr>
<tr>
<td>BBK 52.1</td>
<td>Payroll Record Keeping and Reporting</td>
</tr>
<tr>
<td>BBK 53.1</td>
<td>QuickBooks Level 1</td>
</tr>
<tr>
<td>BBK 53.2</td>
<td>QuickBooks Level 2</td>
</tr>
<tr>
<td>BGN 71</td>
<td>Business English Grammar</td>
</tr>
<tr>
<td>BGN 81</td>
<td>Practical Business Math Skills</td>
</tr>
<tr>
<td>BGN 203</td>
<td>Self-Paced 10-Key Numeric Keypad</td>
</tr>
<tr>
<td>BGN 204</td>
<td>Electronic Calculator</td>
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<tr>
<td>BGN 205</td>
<td>Basic Filing</td>
</tr>
<tr>
<td>BGN 110</td>
<td>Exploring Business Careers</td>
</tr>
<tr>
<td>BGN 111</td>
<td>Soft Skills for Business</td>
</tr>
<tr>
<td>BGN 112</td>
<td>Marketing Your Skills</td>
</tr>
<tr>
<td>BOT 99.2I</td>
<td>Business Office Tech Occupational Work Experience Internship</td>
</tr>
<tr>
<td>BOT 154</td>
<td>Office Procedures for the 21st Century</td>
</tr>
<tr>
<td>CS 60.11A</td>
<td>Microsoft Word, Part 1</td>
</tr>
<tr>
<td>CS 61.11A</td>
<td>Microsoft Excel, Part 1</td>
</tr>
<tr>
<td>CS 61.11B</td>
<td>Microsoft Excel, Part 2</td>
</tr>
</tbody>
</table>

Complete any combination totaling at least 0.5 units from the following:

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BGN 201</td>
<td>Typing Self-Paced</td>
</tr>
<tr>
<td>BGN 102</td>
<td>Typing-Skill Building</td>
</tr>
</tbody>
</table>

**Other Essential Program Information:**
- BOT 99.2I should be taken in the final semester of the program.
- BOT 99.2I is to be taken for a minimum of 2.0 units.

Bookkeeper Assistant

**Program of Study Code: 003119**
**Term Effective: Fall 2013**

**23.0 Units**
(707) 778-3961
srjccertificate003119@santarosa.edu

**Program Requirements:**
The Bookkeeper Assistant Certificate of Achievement prepares the student as an assistant in recording financial data in various phases of accounting operations, with emphasis on the use of various computer software programs.

**Program Student Learning Outcomes**
Upon successful completion of this certificate, the student will be able to:
1. Analyze, categorize, calculate, record and report a variety of financial information and commonly used financial statements and related reports, using generally accepted accounting principles (GAAP);
2. Analyze, categorize, calculate, record and report basic payroll information including payment of wages along with associated payroll taxes and other liabilities;
3. Calculate, analyze, and interpret a variety of mathematical business problems, ratios, comparisons, elementary statistics, and trends;
4. Demonstrate effective oral and written communication skills to report financial information and job seeking skills;
5. Use a computer to tabulate, calculate, record, organize and report financial information; and
6. Effectively use a computer keyboard, 10-Key, and other modern devices to calculate, tabulate, and assist in reporting and recording of financial information.

**Bookkeeper Assistant Requirements - complete 23.0 units**

<table>
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<th>Course Code</th>
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</tr>
</thead>
<tbody>
<tr>
<td>BBK 50</td>
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<td>BBK 53.1</td>
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<td>BGN 204</td>
<td>Electronic Calculator</td>
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<tr>
<td>BGN 205</td>
<td>Basic Filing</td>
</tr>
<tr>
<td>BGN 102</td>
<td>Typing-Skill Building</td>
</tr>
</tbody>
</table>

Other Essential Program Information:
Recommended preparation: BGN 101 (Computer Keyboarding) or equivalent.

Business Management

**Program of Study Code: 003012**
**Term Effective: Fall 2015**

**29.0 Units**
(707) 527-4435
srjccertificate003012@santarosa.edu

**Program Requirements:**
The Business Management Certificate of Achievement is designed for students who are or will be working in a supervisory capacity. The coursework provides students with a broad foundation of information related to current supervisory issues, as well as the ability to practice with “hands-on” experiences.

**Program Student Learning Outcomes**
Upon successful completion of this certificate, the student will be able to:
1. Apply necessary skills required for managing the complex human interactions and employee performance issues required of supervisors and managers;
2. Demonstrate analytical, quantitative, and decision-making skills necessary to manage in a complex organizational setting;
3. Demonstrate communication and presentation skills, both in written and oral formats, required of supervisors and managers; and
4. Recognize and apply appropriate management and leadership principles needed to efficiently and effectively meet objectives in a diverse and fast changing organizational setting.

**Business Management Requirements - complete 29.0 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BAD 52</td>
<td>Human Relations in Organizations</td>
</tr>
<tr>
<td>BGN 81</td>
<td>Practical Business Math Skills</td>
</tr>
<tr>
<td>BMG 52</td>
<td>Written Communication in Organizations</td>
</tr>
<tr>
<td>BMG 53</td>
<td>Oral Communication in Organizations</td>
</tr>
<tr>
<td>BMG 55</td>
<td>Business Management Accounting</td>
</tr>
<tr>
<td>BMG 61</td>
<td>Skills for Managers</td>
</tr>
<tr>
<td>BMG 62.1</td>
<td>One-on-One Management Communication</td>
</tr>
<tr>
<td>BMG 62.4</td>
<td>Managing Workgroups</td>
</tr>
<tr>
<td>BMG 63.1</td>
<td>Motivation and Empowerment</td>
</tr>
<tr>
<td>BMG 63.4</td>
<td>Managerial Leadership</td>
</tr>
<tr>
<td>BMG 66.4</td>
<td>Project Management</td>
</tr>
<tr>
<td>BMG 67.4</td>
<td>Conflict Management</td>
</tr>
<tr>
<td>HR 60</td>
<td>Human Resource Management</td>
</tr>
</tbody>
</table>

Complete any combination totaling at least 1.5 units from the following:
Certificates: Business Marketing

BAD 53 Introduction to Solving Business Problems w/Spreadsheets
CS 61.11 Microsoft Excel
CS 63.11 Microsoft Access

Other Essential Program Information:
BMG 54 is an approved substitute for BGN 81.

Business Marketing
Program of Study Code: 003122
Term Effective: Fall 2015
22.5 Units
(707) 527-4235
srrjccertificate003122@santarosa.edu

Program Requirements:
The Business Marketing Certificate of Achievement program prepares students for employment opportunities in sales, public relations, retailing, advertising, product management, distribution management, and direct marketing.

Program Student Learning Outcomes: Upon successful completion of this certificate, the student will be able to:
1. Design and develop a strategic marketing plan that can be used to prepare a new business launch, to achieve entry into new markets, or to grow an existing business;
2. Synthesize a broad variety of effective business tactics and methods required to build and promote a successful enterprise;
3. Demonstrate analytical, creative, critical thinking, communication, and decision-making skills required to succeed in the business world;
4. Relate current trends, buying behaviors, and social responsibility to effective market planning functions within an organization.

Business Marketing Requirements - complete 22.5 units
BAD 53 Introduction to Solving Business Problems w/Spreadsheets
BGN 81 Practical Business Math Skills
BMG 52 Written Communication in Organizations
BMG 53 Oral Communication in Organizations
BMK 50 Marketing
BMK 51 Principles of Selling
BMK 54 Advertising
BMK 57 Introduction to Public Relations
BMK 59 Consumer Behavior

Other Essential Program Information:
BMG 54 is an approved substitute course for BGN 81.

Business: Accountant Assistant
Program of Study Code: 003043
Term Effective: Fall 2016
30.5 Units
(707) 527-4435
srrjccertificate003043@santarosa.edu

Program Requirements:
The Business: Accountant Assistant Certificate of Achievement program is designed for students who are currently employed in accounting to enhance existing skills, and for those students who wish to enter the field of accounting without a four-year degree.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Complete the steps in the accounting cycle and know generally accepted accounting principles that determine how transactions are recorded and reported;
2. Analyze, record, summarize, and report the effects of transactions in financial, managerial, and tax reports and interpret the accounting information for internal or external decision making purposes;
3. Complete and use managerial and cost accounting documents and reports to plan, evaluate, and control the operations of a company and interpret those reports for management;
4. Prepare personal tax returns demonstrating knowledge of tax rules, tax research sources, and tax forms;
5. Complete professional assignments using computer technology in such applications as word, excel, power point, general ledger software and tax preparation software; and
6. Demonstrate critical thinking skills, analytical ability, interpersonal and collaborative skills; and the ability to write business reports.

Business: Accountant Assistant Requirements - complete 30.5 units
BAD 1 Financial Accounting
BAD 2 Managerial Accounting
BAD 18 The Legal Environment of Business
BAD 53 Introduction to Solving Business Problems w/Spreadsheets
BAD 55 Intermediate Accounting
BAD 57 Cost Accounting
BAD 59 Federal Income Tax Law
BBK 53.1 QuickBooks Level 1
BBK 53.2 QuickBooks Level 2

Complete any combination totaling at least 6.0 units from the following:
BAD 10 American Business in Its Global Context
BAD 52 Human Relations in Organizations
BAD 56 Fund Accounting
BBK 50 Computerized Bookkeeping and Accounting 1
BBK 51 Computerized Bookkeeping and Accounting 2

Business: Entrepreneurship
Program of Study Code: 003005
Term Effective: Fall 2015
12.0 Units
(707) 527-4235
srrjccertificate003005@santarosa.edu

Program Requirements:
The Business: Entrepreneurship Certificate of Achievement is designed to provide students of any discipline with the tools and skills required to organize and plan their own business launch. The one-semester program was constructed as an add-on to many existing certificates when the completer wishes to use their educational knowledge to establish their own business venture.

More information about the Business Administration programs can be found at the Business Administration website.

Program Student Learning Outcomes:
Students who complete this program should be able to:
1. Design and develop a strategic business and marketing plan that can be used to prepare a new business launch, to achieve entry into new markets, or to change and grow an existing business.
2. Develop an understanding of how to grow and nurture the business through effective brand building, financial management and resource allocation, and embracing change and uncertainty for competitive advantage.
3. Demonstrate a working fluency of socially responsible and sustainable business practices.
4. Acquire tools for assessing product and market fit including understanding target markets and market segmentation and performing effective industry and competitive analyses.
5. Gain a better understanding of themselves as entrepreneurs including their motivations, roles, creative abilities, and communication skills.

Business: Entrepreneurship Program Requirements - complete 9.0 units
BMG 100 Entrepreneurial Business Plan
BMK 50 Marketing
BMG 103 Communications for Start-Ups
BMG 104 Innovation, Creativity, and Change

Business: Entrepreneurship Program Course Electives - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
BBK 53.1 QuickBooks Level 1
BBK 55 Business Management Accounting
BMG 66.4 Project Management
BMG 105 Ethics, Responsibility, and Sustainability

Complete any combination totaling at least 3.0 units from the following:

Other Essential Program Information:
It is anticipated that BMG 174 will be added as an elective course option in 2015-16.
Business: Human Resource Administration

Program of Study Code: 003325
Term Effective: Fall 2016
24.5 Units
(707) 527-4435
srjccertificate003325@santarosa.edu

Program Requirements:
Within every organization, at least one employee is responsible for the Human Resource activities. The Human Resource Administration Certificate of Achievement program of study provides students with the opportunity to gain skills that can be applied to any organization. These involve compliance with employment law when maintaining personnel files, tracking employee leaves, administering employee benefits, administering and regulating salaries, and maintaining payroll. Students learn how to handle confidential information and sensitive situations.

Program Student Learning Outcomes
Upon completion of the certificate, students will be able to:
1. Interpret and apply employment laws in a variety of complex human resource situations;
2. Demonstrate competency in specific human resource administrative responsibilities in the areas of hiring, salary administration, benefits administration, and records administration;
3. Apply necessary skills required for managing the complex human interactions and communications that take place in organizations; and
4. Demonstrate an understanding of the strategic role of human resource management in a modern organizational setting; and
5. Demonstrate the technical skills needed in the human resources field.

Business: Human Resource Administration Requirements - complete 18.5 units

BAD 52 Human Relations in Organizations
BMG 53 Oral Communication in Organizations
HR 60 Human Resource Management
HR 61 Human Resource Employment Law
HR 62 Human Resource Records Administration
HR 63 Human Resource Hiring Process
HR 64 Human Resource Salary Administration
HR 65 Human Resource Benefits Administration
HR 66 Human Resource Administration Current Applications

Business: Human Resource Administration Electives A - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:
BAD 1 Financial Accounting
BBK 50 Computerized Bookkeeping and Accounting
BBK 52.1 Payroll Record Keeping and Reporting
BGN 112 Marketing Your Skills
BMG 55 Business Management Accounting
HR 99I Human Resources Occupational Work Experience Intern

Business: Human Resource Administration Electives B - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:
CS 61.11 Microsoft Excel
CS 61.11A Microsoft Excel, Part 1
CS 61.11B Microsoft Excel, Part 2

Program Requirements Information:
HR 66 must be the final course taken in the sequence for this program.

Other Essential Program Information:
HR 60 is the orientation course for this program.

Business: Payroll

Program of Study Code: 003067
Term Effective: Fall 2015
12.5 Units
(707) 778-3961
srjccertificate003067@santarosa.edu

Program Requirements:
The Business: Payroll Skills Certificate provides students an opportunity to specialize in payroll accounting and to qualify for entry-level payroll positions in industry or in a payroll service. The curriculum includes basic accounting concepts along with specialized payroll accounting and reporting procedures.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Analyze, categorize, calculate, record and report selected financial information and commonly used financial statements, and related reports, using generally accepted accounting principles (GAAP);
2. Analyze, categorize, calculate, record and report advanced payroll information, including payment of wages along with associated payroll tax liabilities, for both federal and state tax entities;
3. Demonstrate effective oral and written communication skills to record and report various Human Resource and Payroll Benefits information; and
4. Effectively use computer, 10-Key, and other modern devices to calculate, tabulate, and assist in recording and reporting of financial information.

Business: Payroll Requirements - complete 12.5 units

BBK 52.1 Payroll Record Keeping and Reporting
BGN 203 Self-Paced 10-Key
BGN 204 Electronic Calculator
CS 60.11A Microsoft Word, Part 1
CS 61.11A Microsoft Excel, Part 1

Complete any combination totaling at least 3.0 units from the following:
BAD 1 Financial Accounting

Business: Real Estate

Program of Study Code: 003061
Term Effective: Fall 2015
24.0 Units
(707) 527-4362
srjccertificate003061@santarosa.edu

Program Requirements:
The Business: Real Estate Certificate of Achievement offers those interested in the field of real estate the opportunity to complete the necessary education requirements as defined by the California Department of Real Estate. The series of courses satisfies the educational requirements for obtaining and maintaining the State Real Estate Broker and Salesperson Licenses.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Apply an in-depth knowledge of California real estate principles and laws to successfully complete licensure requirements for licensee and broker;
2. Satisfy Department of Real Estate and Office of Real Estate Appraiser’s educational requirements for state licensing;
3. Apply necessary skills required for marketing and negotiating real estate transaction;
4. Demonstrate the ability to communicate effectively and ethically with the principals involved in a real property transaction; and
5. Interpret and apply California real estate laws to a variety of real property transactions.

Business: Real Estate Core Requirements - complete 18.0 units

RE 50 Real Estate Principles
RE 51 Real Estate Practice
RE 52 Real Estate Finance
RE 53 Residential Real Estate Appraisal
RE 55 Legal Aspects of Real Estate
RE 56 Real Estate Economics
Business: Real Estate Elective Requirements - complete 6.0 units

Complete any combination totaling at least 6.0 units from the following:

- BAD 1 Financial Accounting
- BAD 18 The Legal Environment of Business
- BAD 52 Human Relations in Organizations
- BAD 53 Introduction to Solving Business Problems w/Spreadsheets
- BAD 67 Financial Planning & Investment
- BBK 50 Computerized Bookkeeping and Accounting 1
- BGN 81 Practical Business Math Skills
- BMG 50 Introduction to Management and Supervision
- BMG 53 Oral Communication in Organizations
- BMK 50 Marketing
- BMK 51 Principles of Selling
- RE 54 Commercial Real Estate Appraisal
- RE 57 Property Management in California
- RE 58 Real Estate Escrow

Other Essential Program Information:

The educational requirements for the Broker’s License will be fulfilled by completing the 18 units of core requirements plus 6 units from BAD 1, BAD 18, BBK 50, RE 58, RE 54, or RE 57.

The educational requirements for the Appraiser’s License will be fulfilled by completing the 18 units of core requirements plus 6 units from the Required Electives including RE 54.

Real Estate Principles (RE 50) must be completed or in progress to apply for examination, and must be completed prior to applying for a license.

Real Estate Practice (RE 51) must be completed prior to applying for a license or within 18 months of license issuance.

BMG54 is an approved substitute for BGN81.

Certified Nurse Assistant

Program of Study Code: 005076
Term Effective: Fall 2014
9.0 Units
(707) 527-4272
srjcerticate005076@santarosa.edu

Program Requirements:
The Certified Nurse Assistant Certificate provides over 262 hours of lecture, skills lab, and clinical practice, and prepares students for work in skilled nursing facilities or residences. The program duration is 10 weeks, 4-5 days per week. Clinical hours are held in a skilled nursing facility. The program prepares students to take the competency examination for the Nurse Assistant certificate issued by the California State Department of Health Services.

Program Student Learning Outcomes

Upon successful completion of this certificate, the student will be able to:
1. Meet State of California criteria for eligibility to take CNA Certification Examinations
2. Demonstrate knowledge, skills and abilities required for an entry-level CNA

Certified Nurse Assistant Requirements - complete 9.0 units

- RE 50 Real Estate Principles
- RE 51 Real Estate Practice

Complete any combination totaling at least 3.0 units from the following:

- RE 52 Real Estate Finance
- RE 53 Residential Real Estate Appraisal
- RE 54 Commercial Real Estate Appraisal
- RE 55 Legal Aspects of Real Estate
- RE 56 Real Estate Economics
- RE 57 Property Management in California
- RE 58 Real Estate Escrow
- BAD 1 Financial Accounting
- BAD 18 The Legal Environment of Business

Certification meets requirements for the Associate Teacher level of the Child Development Permit issued by the State of California Commission on Teacher Preparation.

Child Development: Associate Teacher

Program of Study Code: 003144
Term Effective: Fall 1981
12.0 Units
(707) 527-4315
srjcerticate003144@santarosa.edu

Program Requirements:
The Child Development Associate Teacher Skills

Business: Real Estate Sales

Program of Study Code: 005075
Term Effective: Fall 2016
9.0 Units
(707) 527-4362
srjcerticate005075@santarosa.edu

Program Requirements:
The Business: Real Estate Sales Skills Certificate is an academic and vocational program and provides a gateway for all students seeking a career in the real estate and related professions. The curriculum provides viewpoints and knowledge from an everyday perspective by instructors actively employed in the real estate industry.

Student Learning Outcomes
1. Distinguish, group and justify the different forms of property estates
2. Arrange and assess equal housing opportunities
3. Examine and integrate current economic conditions into the availability of credit
4. Distinguish and group the approaches to real property
5. Examine principles of supply and demand in the real estate market

Real Estate Sales Requirements - complete 9.0 units

- RE 50 Real Estate Principles
- RE 51 Real Estate Practice

Complete any combination totaling at least 3.0 units from the following:

- RE 52 Real Estate Finance
- RE 53 Residential Real Estate Appraisal
- RE 54 Commercial Real Estate Appraisal
- RE 55 Legal Aspects of Real Estate
- RE 56 Real Estate Economics
- RE 57 Property Management in California
- RE 58 Real Estate Escrow
- BAD 1 Financial Accounting
- BAD 18 The Legal Environment of Business

Child Development: Teacher

Program of Study Code: 003145
Term Effective: Fall 2016
30.0 Units
(707) 527-4315
srjcerticate003145@santarosa.edu

Program Requirements:
The Child Development Teacher Certificate of Achievement meets core requirements for the teacher level of the Child Development Permit issued by the State of California Commission on Teacher Preparation. These permits are required to work in a state-subsidized child development program. Program Student Learning Outcomes

Upon successful completion of this certificate, the student will be able to:
1. Integrate an understanding of the potential, the characteristics, and the multiple influences on the development of children into the delivery of high quality care and education programs;
2. design, implement and evaluate play-based environments and activities that support developmentally appropriate learning outcomes for all young children;
3. apply effective guidance and interaction strategies that support all children’s social learning, identity and self-esteem;
4. develop strategies that promote relationships between programs, teachers, families and their communities; and
5. demonstrate ethical standards and professional behaviors that reflect understanding, knowledge and a commitment to the field of early childhood.

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Child Development: Teacher Requirements - complete 27.0 units
CHLD 51 Principles and Practices of Early Childhood Education
CHLD 66 Early Childhood Care and Education Practicum
CHLD 68 Working With Children and Families in a Diverse Society
CHLD 90.2 Observation and Assessment of Young Children
CHLD 90.3 Health, Safety and Nutrition for the Young Child
CHLD 90.4 Introduction to Curriculum
Complete any combination totaling at least 3.0 units from the following:
CHLD 10 Child Growth and Development
CHLD 110.1 Developmental Trends of Children Under 3
and
CHLD 110.2 Developmental Trends in the Child Age 3-5 Years
Complete any combination totaling at least 3.0 units from the following:
CHLD 90.1 Child, Family, Community Interrelationships
CHLD 190.1 Home, School, Community Interrelationships
Child Development Electives - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
CHLD 53 The Child with Special Needs in the Community
CHLD 55.2 Exploring Science and Math with Young Children
CHLD 55.5 Foundations of Language and Literacy
CHLD 55.6 Art for the Young Child
CHLD 95 Developing Social Competence in the Early Childhood Years
CHLD 96 Working Through Stress and Loss With Children and Families
CHLD 111A Group Care For Children Under Three
CHLD 185.1 Creative Indoor Environments for Young Children
CHLD 185.2 Creative Outdoor Environments for Young Children
CHLD 185.3 Guidance and Discipline Techniques in the Preschool Setting
CHLD 185.4 Guidance and Discipline Techniques in the School Age Setting
CHLD 186 Spanish Language Arts for Young Children
CHLD 217.1 Constructive Play I
CHLD 217.2 Dramatic Play and Games with Rules
CHLD 220 Effective Guidance and Discipline
Other Essential Program Information:
CHLD 90.4 has a prerequisite of either CHLD 110.1, or CHLD 110.2.
CHLD 66 has replaced CHLD 60 and CHLD 60.2
A grade of “C” or better is required for all certificate courses.

Children in the Justice System
Program of Study Code: 003149
Term Effective: Fall 2016
18.0 Units
(707) 527-4842
srjccertificate003149@santarosa.edu
Program Requirements:
The Children in the Justice System Certificate of Achievement provides classes from both the Child Development department and the Administration of Justice program that target the needs of those who work with youth and children in the justice system. In order to work effectively with youthful offenders, professionals need to understand both the dynamics of child and family development and the workings of the justice system in regards to those same youth.
Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Evaluate juvenile behaviors in a developmental, cultural, and social context;
2. analyze juvenile behaviors and prepare detailed written reports suitable for use in the criminal justice system;
3. develop and apply appropriate intervention strategies for children at risk; and
4. develop and apply appropriate intervention strategies for children involved in delinquent acts.
Children in the Justice System Core Requirements - complete 18.0 units
AJ 21 Introduction to Administration of Justice
AJ 53 Juvenile Procedures
AJ 71 Correctional Interviewing & Counseling
Complete any combination totaling at least 3.0 units from the following:
CHLD 10 Child Growth and Development
CHLD 110.1 Developmental Trends of Children Under 3
CHLD 110.2 Developmental Trends in the Child Age 3-5 Years
CHLD 110.4 Developmental Trends in Adolescents
Complete any combination totaling at least 3.0 units from the following:
CHLD 90.1 Child, Family, Community Interrelationships
CHLD 190.1 Home, School, Community Interrelationships
Complete any combination totaling at least 3.0 units from the following:
AJ 25 Community Relations

Civil Engineering Technology
Program of Study Code: 003267
Term Effective: Fall 2016
24.5 Units
(707) 527-4376
srjccertificate003267@santarosa.edu
Program Requirements:
The Civil Engineering Technology program Certificate of Achievement prepares students for variety of technical positions in the civil engineering and engineering construction professions. The program recommended course sequence is set up to allow the student to progress through four semesters and achieve an Associate’s Degree or Certificate of Achievement.
Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Define and describe civil engineering terminology, methods, procedures, standards and technology;
2. perform mathematical, computer and statistical computations related to location, elevation, grade, distance, direction, area, volume and properties of civil engineering materials;
3. communicate clearly and effectively in oral, written and graphic formats;
4. prepare basic civil engineering documents and drawings using computer-aided drafting and geographic information systems technology;
5. research, file, retrieve, analyze, locate and prepare basic drawings, maps, documents, records, reports and correspondence related to civil engineering projects;
6. demonstrate basic analytical, critical thinking and decision-making skills in civil engineering, land surveying and development; and
7. describe the influence/effect civil engineering, land surveying and development has on the local, regional, national and global communities.

Civil Engineering Technology and Surveying Technology Core Requirements - complete 24.5 units
APTECH 46 Introduction to Computer-Aided Drafting
APTECH 191 Problem Solving in Civil Engineering Technology
CEST 51 Civil Drafting Technology
CEST 63 Subdivision Planning
CEST 64 Public Works Inspection & Testing
CEST 65 Public Works Plans and Estimating
CEST 85 CAD for Civil, Surveying & Land Development
Certificates: Community Health Worker

CEST 192 Non-Technical Skills for the Civil Engineering Technician
GIS 40 Introduction to Geographic Information Systems (GIS)

Other Essential Program Information:
It is recommended that students who have not had high school courses in mathematics through plane geometry take the Math placement test and enroll in an appropriate course (e.g., CSLS 371, CSLS 372, MATH 150A & B, or MATH 151) prior to enrolling in certificate program courses.

For students with limited computer literacy, CS 101A OR CS 101B is recommended. Please contact the department or a counselor for more information.

Community Health Worker
Program of Study Code: 003303
Term Effective: Fall 2016
27.5 Units
(707) 527-4836
srjccertificate003303@santarosa.edu

Program Requirements:
The Community Health Worker Certificate of Achievement program combines interactive course work and practical community experience to develop health outreach professionals as members of health care teams.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate a variety of community health outreach strategies and techniques, that include examining common disease and health problems, motivating health behavior changes, preventing disease and injury, identifying and using community health resources, respecting cultural diversity, translating and interpreting (cultural, linguistic, and/or medical), establishing networks within communities, and improving client access to medical care; and
2. Work effectively as a member of a health care team, implement effective case management, communication, interpersonal and professional skills.

Community Health Worker Requirements - complete 27.5 units
CHW 150 Introduction to Community Health Work
CHW 151 Outreach Techniques & Strategies
CHW 151L Outreach Experience
CHW 152 Health Issues and Resources
CHW 152L Team Outreach Experience
CHW 153 Community Health Education
CHW 154 Disease Prevention and Health Promotion
CHW 155 Peer To Peer Mental Health Promotion
HLE 5 Personal Health and Wellness

Complete any combination totaling at least 3.0 units from the following:
ANAT 58 Introduction to Human Anatomy
ANAT 40 Introduction to Human Anatomy and Physiology
ANAT 140 Fundamentals of Anatomy and Physiology
CHILD 10 Child Growth and Development
COMM 7 Intercultural Communication
HLC 140 Health Care Implications of Anatomy and Physiology
HLC 160 Medical Terminology
PSYCH 1A General Psychology
PSYCH 5 Abnormal Psychology

Computer Studies: Adobe Applications Specialist
Program of Study Code: 003162
Term Effective: Fall 2015
16.5 Units
(707) 524-1809
srjccertificate003162@santarosa.edu

Program Requirements:
The Computer Studies: Adobe Applications Specialist Skills Certificate provides an overview of Adobe’s professional level graphics and page-layout programs, Photoshop, Illustrator, InDesign, and Acrobat. This certificate will support individuals applying for new jobs as well as those currently employed.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate proficiency in image editing skills using Photoshop;
2. Demonstrate proficiency in vector skills using Illustrator;
3. Demonstrate proficiency in desktop publishing skills using InDesign; and
4. Use critical thinking skills to formulate, apply and integrate assets in a workflow environment for PDF, screen or web using Adobe Creative Suite software.

Adobe Applications Specialist Requirements - complete 16.5 units
CS 70.11A Adobe Photoshop 1
CS 71.11 Adobe Illustrator 1
CS 72.11A Adobe InDesign 1
CS 175.11 Introduction to Adobe Acrobat
Complete any combination totaling at least 6.0 units from the following:
CS 70.11B Adobe Photoshop 2
CS 70.12 Photoshop Advanced Concepts
CS 70.13 Image Correction and Restoration with Adobe Photoshop
CS 72.11B Adobe InDesign 2
CS 72.11C Adobe InDesign 3
GD 53 Design Techniques in Illustrator
Program Requirements Information:
GD 53 was APGR 54.1

Computer Studies: Adobe Certification Training in Illustrator
Program of Study Code: 003242
Term Effective: Fall 2012
6.0 Units
(707) 527-4990
srjccertificate003242@santarosa.edu

Program Requirements:
The Computer Studies: Adobe Certification Training in Illustrator Skills Certificate provides instruction in the vector graphic program, Illustrator. This program of study helps prepare the student for the Adobe Illustrator ACE industry exam, and will enhance the student’s value in the job market. The skills are applicable to occupations involving printed and web media.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Create a variety of documents that exhibit the full gamut of Illustrator skills from beginning to advanced levels;
2. Use critical thinking skills to formulate, apply and integrate assets in transferring Illustrator documents into print, PDF, or web environments; and
3. Demonstrate knowledge necessary to complete the studies for the Adobe Certified Expert industry exam in Adobe Illustrator.

Adobe Certification Training in Illustrator Requirements - complete 6.0 units
CS 71.11 Adobe Illustrator 1
GD 53 Design Techniques in Illustrator

Computer Studies: Adobe Certification Training in InDesign
Program of Study Code: 003243
Term Effective: Spring 2012
10.0 Units
(707) 527-4778
srjccertificate003243@santarosa.edu

Program Requirements:
The Computer Studies: Adobe Certification Training in InDesign Skills Certificate provides a course of study that will prepare the computer user to master skills needed to create desktop publishing projects using InDesign. Students will also be prepared to pass the Adobe InDesign industry certification test. Successful completion of the test will indicate a particular depth and breadth of desktop publishing skills and will enhance the recipient’s value in the job market.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Create a variety of desktop publishing documents that exhibit the full feature set of InDesign skills from beginning to advanced levels;
2. Demonstrate the knowledge necessary to complete the studies for the Adobe Certified Expert industry exam in Adobe InDesign; and
3. Use critical thinking skills to design a multi-
Computer Studies: Adobe Certification Training in Photoshop
Program of Study Code: 003173
Term Effective: Spring 2012
13.0 Units
(707) 524-1809
srjccertificate003173@santarosa.edu

Program Requirements:
The Computer Studies: Adobe Certification Training in Photoshop Skills Certificate provides a course of study in the graphics program, Photoshop. This program of study helps prepare the student to take the Adobe Certified Associate (ACA) and Adobe Certified Expert (ACE) industry exams for Photoshop.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Create and edit complex digital images using basic through advanced Photoshop features;
2. Use critical thinking skills to evaluate an image, develop a strategy to repair and/or enhance it, and make the appropriate adjustments;
3. Demonstrate the knowledge necessary to pass the Adobe Certified Associate exam and complete the studies to pass the Adobe Certified Expert exam; and
4. Perform the Photoshop skills essential to a career in photography, digital art, desktop publishing, or Web page design.

Adobe Certification Training in Photoshop Requirements - complete 13.0 units

- CS 70.11A Adobe Photoshop 1
- CS 70.11B Adobe Photoshop 2
- CS 70.12 Photoshop Advanced Concepts
- CS 70.13 Image Correction and Restoration with Adobe Photoshop

Other Essential Program Information:
The first course in this certificate, CS 70.11A, has no prerequisite and the recommended completion of CS 101A, CS 105A or CS 5 and eligibility for ENGL 100 or ESL 100. The other courses have CS 70.11A as a prerequisite.

Computer Studies: Adobe Certification Training in Photoshop
Program of Study Code: 003284
Term Effective: Spring 2016
14.0 Units
(707) 778-3960
srjccertificate003284@santarosa.edu

Program Requirements:
The Cisco Networking Certification Training in CCNA Skills Certificate is a comprehensive e-learning program, which provides students with the Internet technology skills essential in a global economy. The Networking Academy program delivers Web-based content, online assessment, student performance tracking, hands-on labs, instructor training and support, and preparation for industry-standard certifications.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Plan, design and install Ethernet Transmission Control Protocol/Internet Protocol (TCP/IP) Networks at the entry-level-technician;
2. Analyze and improve computer network performance and security on routers and switches;
3. Operate and troubleshoot Ethernet TCP/IP Networks at the entry-level-technician, and
4. Demonstrate end-to-end protocol connectivity across a variety of Wide Area Network (WAN) and Local Area Network (LAN) protocol.

Cisco Networking Requirements - complete 14.0 units

- CS 82.21A Network Fundamentals (Cisco Networking 1)
- CS 82.21B Routing Protocols and Concepts (Cisco Networking 2)
- CS 182.21C Scaling Networks (Cisco Networking 3)
- CS 182.21D Connecting Networks (Cisco Networking 4)

Other Essential Program Information:
Recommended preparation: CS 80.11

Computer Studies: Microsoft Office Specialist
Program of Study Code: 003228
Term Effective: Fall 2015
13.0 Units
(707) 524-1809
srjccertificate003228@santarosa.edu

Program Requirements:
The Microsoft Office Specialist Skills Certificate provides students with basic computer skills and in-depth experience with the Microsoft Office Suite programs.

Program Student Learning Outcomes
Upon successful completion of this program, the student will be able to:
1. Produce, edit, and maintain effective documents and worksheets;
2. Maintain a database, conduct queries, and create reports;
3. Create effective presentations based on industry standards;
4. Integrate the various applications within industry standards;
5. Use correct grammar, punctuation, spelling, and vocabulary as expected in business writing, formal reports, and marketing materials; and
6. Assess and recognize an audience in order to develop appropriate communications both orally and in writing that are sensitive to the audience's needs, values, and point of views.

Microsoft Office Specialist Core Requirements - complete 13.0 units

- CS 60.11A Microsoft Word, Part 1
- CS 60.11B Microsoft Word, Part 2
- CS 62.11A Microsoft PowerPoint, Part 1
- CS 62.11B Microsoft PowerPoint, Part 2
- CS 167.11 Microsoft Outlook

Other Essential Program Information:
The certificate will be awarded upon fulfillment of all course requirements with a grade 'C' or better.

IT Support - complete 16.0 units

- BGN 111 Soft Skills for Business
- CS 80.15 IT Essentials 1: PC Hardware and Software
- CS 84.13 Supporting Users and Troubleshooting: Desktop Applications
- CS 99I Computer Studies Occupational Work Experience Intern
- CS 80.11 Exploring Microsoft Windows

Other Essential Program Information:
The certificate will be awarded upon fulfillment of all course requirements with a grade 'C' or better.

Networking Academy - complete 14.0 units

- CS 82.21A Network Fundamentals (Cisco Networking 1)
- CS 82.21B Routing Protocols and Concepts (Cisco Networking 2)
- CS 182.21C Scaling Networks (Cisco Networking 3)
- CS 182.21D Connecting Networks (Cisco Networking 4)

Other Essential Program Information:
Recommended preparation: CS 80.11

Microsoft Office Specialist - complete 13.0 units

- CS 60.11A Microsoft Word, Part 1
- CS 60.11B Microsoft Word, Part 2
- CS 62.11A Microsoft PowerPoint, Part 1
- CS 62.11B Microsoft PowerPoint, Part 2
- CS 167.11 Microsoft Outlook

Other Essential Program Information:
The certificate will be awarded upon fulfillment of all course requirements with a grade 'C' or better.

Help Desk
Computer Studies: IT Support formerly called Computer Help Desk

Other Essential Program Information:
The certificate will be awarded upon fulfillment of all course requirements with a grade 'C' or better.

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The certificate will be awarded upon fulfillment of all course requirements with a grade 'C' or better.
<table>
<thead>
<tr>
<th>Computer Studies: Web Designer</th>
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</thead>
<tbody>
<tr>
<td><strong>Program of Study Code:</strong> 003198</td>
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<tr>
<td><strong>Term Effective:</strong> Fall 2015</td>
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<tr>
<td><strong>31.0 Units</strong></td>
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<tr>
<td>(707) 527-4990</td>
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<tr>
<td><a href="mailto:srjccertificate003198@santarosa.edu">srjccertificate003198@santarosa.edu</a></td>
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</tbody>
</table>

**Program Requirements:**

The Computer Studies: Web Designer Certificate of Achievement is designed to provide students with the skills needed to succeed in the field of website design and development as a Web Designer. The role of the designer is to visually communicate the website message.

**Program Student Learning Outcomes:**

Upon successful completion of this certificate, the student will be able to:

1. Demonstrate a competency in specific web development skills in the areas of coding, validation, user interface, and graphic design;
2. Apply the skills of effective communication, time management, problem solving, and client management as they plan and produce a website; and
3. Evaluate the numerous tools available to create a website and select the appropriate tool for the specific situation.

**Web Development Core Requirements - complete 12.0 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 61.11</td>
<td>Microsoft Excel</td>
<td></td>
</tr>
<tr>
<td>CS 61.11A</td>
<td>Microsoft Excel, Part 1</td>
<td></td>
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<tr>
<td>CS 61.11B</td>
<td>Microsoft Excel, Part 2</td>
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</tbody>
</table>

**Web Designer Emphasis Requirements - complete 19.0 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>CS 63.11</td>
<td>Microsoft Access</td>
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<tr>
<td>CS 63.11A</td>
<td>Microsoft Access, Part 1</td>
<td></td>
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<tr>
<td>CS 63.11B</td>
<td>Microsoft Access, Part 2</td>
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</table>

Complete any combination totaling at least 0.5 units from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 65.11</td>
<td>Microsoft Office</td>
<td></td>
</tr>
<tr>
<td>CS 165.31</td>
<td>Microsoft Office Integration</td>
<td></td>
</tr>
</tbody>
</table>

### Computer Studies: Web Fundamentals

**Program of Study Code:** 003212

**Term Effective:** Fall 2016

**16.0 Units**

(707) 527-4990

srjccertificate003212@santarosa.edu

**Program Requirements:**

The Computer Studies: Web Fundamentals Skills Certificate is designed to provide students with the skills needed to succeed in the field of website development. Web content developers may be employed as Website Designers/Developers, Desktop Publishing Specialists, Desktop Publishers, or Graphic Designers. The training stresses usage of the web as a platform to deliver solutions to business problems.

**Program Student Learning Outcomes:**

Upon successful completion of this certificate, the student will be able to:

1. Develop a competency in specific web development skills in the area of coding, validation and user interface;
2. Apply the skills of effective communication, time management, problem solving, and client management as they plan and produce a web site; and
3. Evaluate the numerous tools available to create a website and select the appropriate tool for the specific situation.

**Web Fundamentals Requirements - complete 16.0 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 50A</td>
<td>Web Development 1</td>
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<tr>
<td>CS 50B</td>
<td>Web Development 2</td>
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<tr>
<td>CS 50C</td>
<td>Web Development 3</td>
<td></td>
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<tr>
<td>CS 50.32</td>
<td>Web and Digital Media Projects</td>
<td></td>
</tr>
<tr>
<td>CS 57.11</td>
<td>Introduction to Social Media</td>
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</tbody>
</table>

**Other Essential Program Information:**

CS 50.11B must be taken before CS 50.31.

### Computer Studies: Web Programmer

**Program of Study Code:** 003260

**Term Effective:** Fall 2015

**31.0 Units**

(707) 527-4990

srjccertificate003260@santarosa.edu

**Program Requirements:**

The Computer Studies: Web Programmer Certificate of Achievement is designed to provide students with the skills needed to succeed in the field of website design and development. The training stresses usage of the Web as a platform to deliver solutions to business problems. Students will gain an understanding of the relevant Web technologies, the most common software and hardware products, the resources necessary to support a site, and the requirements of site maintenance.

**Program Student Learning Outcomes:**

Upon successful completion of this certificate, the student will be able to:

1. Successfully supervise a team which will create a web site for a client;
2. Create a web proposal that documents the process of creating a website that contains multiple pages which is compliant to Web 2.0 standards;
3. Use Project Management skills to create a plan for developing a Web site, and then carry out the plan so that the project is brought in on time and all issues that arise are resolved to the satisfaction of the client and the instructor.

**Web Programmer Emphasis Requirements - complete 19.0 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 50A</td>
<td>Web Development 1</td>
<td></td>
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<tr>
<td>CS 50B</td>
<td>Web Development 2</td>
<td></td>
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<tr>
<td>CS 50C</td>
<td>Web Development 3</td>
<td></td>
</tr>
<tr>
<td>CS 57.11</td>
<td>Introduction to Social Media</td>
<td></td>
</tr>
</tbody>
</table>

**Web Fundamentals Requirements - complete 16.0 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 50A</td>
<td>Web Development 1</td>
<td></td>
</tr>
<tr>
<td>CS 50B</td>
<td>Web Development 2</td>
<td></td>
</tr>
<tr>
<td>CS 50C</td>
<td>Web Development 3</td>
<td></td>
</tr>
<tr>
<td>CS 50.32</td>
<td>Web and Digital Media Projects</td>
<td></td>
</tr>
<tr>
<td>CS 57.11</td>
<td>Introduction to Social Media</td>
<td></td>
</tr>
</tbody>
</table>

**Other Essential Program Information:**

CS 50.11B must be taken before CS 50.31.

### Computer Studies: Web Project Management

**Program of Study Code:** 003239

**Term Effective:** Fall 2015

**16.5 Units**

(707) 527-4990

srjccertificate003239@santarosa.edu

**Program Requirements:**

The Computer Studies: Web Project Management Certificate of Achievement is designed to provide students with the skills needed to succeed in the field of Web site design and development. The training stresses usage of the Web as a platform to deliver solutions to business problems. Students will gain an understanding of the relevant Web technologies, the most common software and hardware products, the resources necessary to support a site, and the requirements of site maintenance.

**Program Student Learning Outcomes:**

Upon successful completion of this certificate, the student will be able to:

1. Successfully supervise a team which will create a web site for a client;
2. Create a web proposal that documents the process of creating a website that contains multiple pages which is compliant to Web 2.0 standards;
3. Use Project Management skills to create a plan for developing a Web site, and then carry out the plan so that the project is brought in on time and all issues that arise are resolved to the satisfaction of the client and the instructor.

**Web Project Management Core Requirements - complete 16.5 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BMG 61</td>
<td>Skills for Managers</td>
<td></td>
</tr>
<tr>
<td>BMG 62.4</td>
<td>Managing Workgroups</td>
<td></td>
</tr>
</tbody>
</table>
Corrections

Program of Study Code: 003062
Term Effective: Summer 2011
21.0 Units
(707) 837-8843
srjccertificate003062@santarosa.edu

Program Requirements:
The Corrections Certificate of Achievement prepares students to work in security, custody, discipline, and welfare of adults convicted of felonies and misdemeanors and serving terms in correctional facilities. It also prepares individuals for work as youth guidance supervisors, probation aides, counselor aides, and community service officers. Employment may be found in county, state, and federal facilities.

Program Student Learning Outcomes:

Upon successful completion of this certificate, the student will be able to:

1. Analyze an offender’s criminal behaviors and develop appropriate written recommendations that may include suitability for placement in diversion programs, grants of probation, or classification for incarceration;
2. Evaluate criminal behaviors in relation to the offender’s social and cultural background and apply appropriate intervention strategies designed to correct the behaviors;
3. Analyze and evaluate incidents that occur within a correctional facility to determine the presence or absence of criminal behavior and develop necessary reports and documentation to ensure an appropriate resolution within the justice system; and
4. Examine the actions and behaviors of offenders released into the community to ensure compliance with terms of probation or parole.

Corrections Requirements - complete 21.0 units

AJ 22 Concepts of Criminal Law

AJ 54A Introduction to Evidence
AJ 53 Juvenile Procedures
AJ 55 Criminal Court Process
AJ 70 Introduction to Corrections
AJ 71 Correctional Interviewing & Counseling

Complete any combination totaling at least 3.0 units from the following:

AJ 21 Introduction to Administration of Justice
AJ 25 Community Relations

Other Essential Program Information:

CS 99I was CIS 99I

Certificates: Culinary Arts: Baking and Pastry

Culinary Arts: Baking and Pastry

Program of Study Code: 003179
Term Effective: Fall 2016
20.0 Units
(707) 522-2800
srjccertificate003179@santarosa.edu

Program Requirements:
The Culinary Arts Certificate of Achievement is an intensive program designed for those interested in professional baking. It includes comprehensive study with an emphasis on application of fundamental baking techniques and ingredients. Students learn introductory baking skills and then move on to production baking in SRJC’s retail bakery at the Culinary Arts Center.

Culinary Arts Baking and Pastry Requirements - complete 20.0 units

CUL 250 Sanitation and Safety
CUL 250.1 Culinary Arts Survey
CUL 250.2 Careers in the Food and Beverage Industry
CUL 250.3 Professional Plate Presentation
CUL 252.3 Knife Skills
CUL 252.14 Fundamentals of Garde Manger
CUL 253A Culinary Cafe 1
CUL 253B Culinary Cafe 2
CUL 253.6 Professional Cooking Basics
CUL 253.7 Professional Meat and Sauce Preparation
CUL 254 Introduction to Baking and Pastry
CUL 256 Front House Operations

Other Essential Program Information:

A certificate will be granted upon completion of the required courses with a grade of “C” or better.
Culinary Arts: Dining Room Service

Program of Study Code: 005009
Term Effective: Fall 2016
6.5 Units
(707) 522-2800
srjccertificate005009@santarosa.edu

Program Requirements:
The Culinary Arts Dining Room Service Certificate program was created in response to the Sonoma County restaurant industry's pressing need for properly trained guest service staff. This certificate will provide short-term intensive training and equip students with the skills necessary to qualify for employment and perform with excellence on the job.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate station organization, storage, menu comprehension, and sanitation principles as they apply to food and beverage operation;
2. Determine career options in a variety of food and beverage operations;
3. Exercise appropriate dining room management and customer service techniques;
4. Demonstrate the importance of local and seasonal produce in the professional food industry.

Other Essential Program Information:
A certificate will be granted upon completion of the required course with a grade of “C” or better.

Culinary Arts: Front House Operations

Program of Study Code: 003209
Term Effective: Fall 2016
11.5 Units
(707) 522-2800
srjccertificate003209@santarosa.edu

Program Requirements:
The Culinary Arts Front House Operations Skills Certificate program is designed to train individuals in all aspects of restaurant management. Successful students will be prepared to work in a variety of managerial roles in restaurants, hotels, catering companies and other similar food service businesses.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate station organization, storage, menu comprehension, and sanitation principles as they apply to food and beverage operation;
2. Determine career options in a variety of food and beverage operations;
3. Exercise appropriate dining room management and customer service techniques;
4. Implement industry-standard human resource management. Successful students will be prepared to work in a variety of managerial roles in restaurants, hotels, catering companies and other similar food service businesses.

Other Essential Program Information:
A certificate will be granted upon completion of the required courses with a grade of “C” or better.

Culinary Arts: Restaurant Management

Program of Study Code: 003322
Term Effective: Fall 2016
19.5 Units
(707) 522-2800
srjccertificate003322@santarosa.edu

Program Requirements:
The Restaurant Management Certificate of Achievement program is designed to train individuals in all aspects of restaurant management. Successful students will be prepared to work in a variety of managerial roles in restaurants, hotels, catering companies and other similar food service businesses.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Employ proper restaurant operations procedures to ensure compliance with safety and sanitation regulations;
2. Use basic math skills to accomplish cash management, labor, and food and beverage costing;
3. Develop employee professionalism in a restaurant setting;
4. Implement industry-standard human resource practices conforming to federal and state wage and labor laws;
5. Employ industry standards relating to service, sales, and alcoholic beverage service;
6. Apply human resource principles to manage a restaurant staff; and
7. Employ the diversity of cultural influences and values related to a professional culinary environment.

Other Essential Program Information:
CUL 991 must be taken for a minimum of 3.0 units.

Dance: Ballet

Program of Study Code: 003233
Term Effective: Fall 2015
12.5 Units
(707) 527-4260
srjccertificate003233@santarosa.edu

Program Requirements:
The Dance: Ballet Skills Certificate will give the student dancer an opportunity to present validation of his or her time, effort, and talent in dance. The certificate encompasses teaching, performing, and the choice of a dance style.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate proficiency in ballet dance...
form, in both the performance and production aspects of dance;
2.display the skills and techniques necessary for employment as instructors, choreographers, and/or performers; and
3.apply the craft and aesthetic qualities of dance orally, practically, and in writing.

**Dance Core Requirements - complete 9.5 units**

DANCE 3.1  Choreography I
DANCE 150  Teaching Dance Techniques

Complete any combination totaling at least 2.0 units from the following:
DANCE 27  Dance Production
DANCE 28  Choreography for Performance
DANCE 29  Dance Ensemble

Complete any combination totaling at least 4.5 units from the following:
DANCE 11.4  Ballet IV
DANCE 11.5  Ballet V
DANCE 11.6  Ballet VI
DANCE 13.4  Jazz Dance IV
DANCE 13.5  Jazz Dance V
DANCE 13.6  Jazz Dance VI
DANCE 14.3  Lyrical Dance III
DANCE 14.4  Lyrical Dance IV
DANCE 16.4  Modern Dance IV
DANCE 16.5  Modern Dance V
DANCE 16.6  Modern Dance VI
DANCE 21.4  Hip Hop/Funk IV
DANCE 21.5  Hip Hop/Funk V
DANCE 21.6  Hip Hop/Funk VI

**Ballet Emphasis Requirements - complete 3.0 units**

Complete any combination totaling at least 3.0 units from the following:
DANCE 11.4  Ballet IV
DANCE 11.5  Ballet V
DANCE 11.6  Ballet VI

**Other Essential Program Information:**

Please note under the Dance Core Requirements Students must take 4.5 units of elective courses outside of Certificate Emphasis, in this case any course other than DANCE 11.4, DANCE 11.5 and DANCE 11.6.

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**Dance: Modern Dance**

Program of Study Code: 003235
Term Effective: Fall 2015

**12.5 Units**

(707) 527-4260
srjccertificate003235@santarosa.edu

**Program Requirements:**

The Dance: Modern Dance Skills Certificate will give the student dancer an opportunity to present validation of his or her time, effort, and talent in dance. The certificate encompasses teaching, performing, and the choice of a dance style.

Program Student Learning Outcomes

Upon successful completion of this certificate, the student will be able to:

1. Demonstrate proficiency in jazz dance form, in both the performance and production aspects of dance;
2. Display the skills and techniques necessary for employment as instructors, choreographers, and/or performers; and
3. Apply the craft and aesthetic qualities of dance orally, practically, and in writing.

**Dance Core Requirements - complete 9.5 units**

DANCE 3.1  Choreography I
DANCE 150  Teaching Dance Techniques

Complete any combination totaling at least 2.0 units from the following:
DANCE 27  Dance Production
DANCE 28  Choreography for Performance
DANCE 29  Dance Ensemble

Complete any combination totaling at least 4.5 units from the following:
DANCE 11.4  Ballet IV
DANCE 11.5  Ballet V
DANCE 11.6  Ballet VI
DANCE 13.4  Jazz Dance IV
DANCE 13.5  Jazz Dance V
DANCE 13.6  Jazz Dance VI
DANCE 14.3  Lyrical Dance III
DANCE 14.4  Lyrical Dance IV
DANCE 16.4  Modern Dance IV
DANCE 16.5  Modern Dance V
DANCE 16.6  Modern Dance VI
DANCE 21.4  Hip Hop/Funk IV
DANCE 21.5  Hip Hop/Funk V
DANCE 21.6  Hip Hop/Funk VI

**Hip Hop/Funk Emphasis Requirements - complete 3.0 units**

Complete any combination totaling at least 3.0 units from the following:
DANCE 21.4  Hip Hop/Funk IV
DANCE 21.5  Hip Hop/Funk V
DANCE 21.6  Hip Hop/Funk VI

**Jazz Emphasis Requirements - complete 3.0 units**

Complete any combination totaling at least 3.0 units from the following:
DANCE 13.4  Jazz Dance IV
DANCE 13.5  Jazz Dance V
DANCE 13.6  Jazz Dance VI
DANCE 14.3  Lyrical Dance III
DANCE 14.4  Lyrical Dance IV
DANCE 16.4  Modern Dance IV
DANCE 16.5  Modern Dance V
DANCE 16.6  Modern Dance VI
DANCE 21.4  Hip Hop/Funk IV
DANCE 21.5  Hip Hop/Funk V
DANCE 21.6  Hip Hop/Funk VI

**Other Essential Program Information:**

Please note under the Dance Core Requirements Students must take 4.5 units of elective courses outside of Certificate Emphasis, in this case any course other than DANCE 13.4, DANCE 13.5 and DANCE 13.6.
Certificates: Dental Assisting

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate proficiency in the modern dance form, in both the performance and production aspects of dance;
2. Display the skills and techniques necessary for employment as instructors, choreographers, and/or performers; and
3. Apply the craft and aesthetic qualities of dance orally, practically, and in writing.

Dance Core Requirements - complete 9.5 units
DANCE 3.1 Choreography I
DANCE 150 Teaching Dance Techniques

Complete any combination totaling at least 2.0 units from the following:
DANCE 27 Dance Production
DANCE 28 Choreography for Performance
DANCE 29 Dance Ensemble

Complete any combination totaling at least 4.5 units from the following:
DANCE 11.4 Ballet IV
DANCE 11.5 Ballet V
DANCE 11.6 Ballet VI
DANCE 13.4 Jazz Dance IV
DANCE 13.5 Jazz Dance V
DANCE 13.6 Jazz Dance VI
DANCE 14.3 Lyrical Dance III
DANCE 14.4 Lyrical Dance IV
DANCE 16.4 Modern Dance IV
DANCE 16.5 Modern Dance V
DANCE 16.6 Modern Dance VI
DANCE 21.4 Hip Hop/Funk IV
DANCE 21.5 Hip Hop/Funk V
DANCE 21.6 Hip Hop/Funk VI

Modern Dance Emphasis Requirements - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
DANCE 16.4 Modern Dance IV
DANCE 16.5 Modern Dance V
DANCE 16.6 Modern Dance VI

Other Essential Program Information:
Please note under the Dance Core Requirements Students must take 4.5 units of elective courses outside of Certificate Emphasis, in this case any course other than Dance 16.4, Dance 16.5 and Dance 16.6.

Dental Assisting
Program of Study Code: 003176
Term Effective: Fall 2014
43.5 Units
(707) 527-4583
srjccertificate003176@santarosa.edu

Program Requirements:
The Dental Assisting Certificate of Achievement is an 11-month program, accredited by the Commission on Dental Accreditation. The program provides a comprehensive education in the health sciences and in clinical dental assisting as preparation to enter the field. Clinical experience is arranged at the University of California San Francisco School of Dentistry, and in various dental offices in Sonoma County. Students do not receive wages during their clinical training period.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Graduates of the dental assisting program will be able to make ethical decisions, and demonstrate problem solving abilities through independent and critical thinking.
2. Graduate will be able to assist a dentist in all phases of diagnosis and treatment of patients, including restorative and cosmetic procedures, endodontic procedures, orthodontic, pediatric, and surgical procedures.

Program Selection Process:
Please contact the Health Science Department for information about entering the program.

American Dental Association Requirements - complete 8.0 units
PSYCH 1A General Psychology

Complete any combination totaling at least 2.0 units from the following:
ANAT 140 Fundamentals of Anatomy and Physiology
BIO 10 Introduction to Principles of Biology

Dental Assisting Requirements - complete 35.5 units
DA 60 Applied Dental Science
DA 61 Introduction to Chairside Dental Assisting
DA 62 Introduction to Dental Procedures
DA 63 Dental Specialties
DA 64 Advanced Dental Assisting
DA 65 Dental Science
DA 66.1A Clinical Practice 1
DA 66.1B Clinical Practice 2
DA 67 Dental Office Management
DE 50 Introduction to the Dental Profession
DE 51 Occupational Health & Safety
DE 55A Introduction to Dental Radiology
DE 55B Dental Radiology 2

Other Essential Program Information:
The program recommends that students take CSI 101A and Health Care 60 as a prerequisite to the program courses.
Students must provide documentation of a recent health examination, immunization records, and copy of a current CPR card, including adult, child and infant. (American Heart Association or Red Cross)
All courses in the program must be completed with a “C” or better.

Applicants who have completed all three courses required by the American Dental Association (Psych 1A, Anat 140 or Bio 10, FODT 10 or FODT 62) will be given preference for acceptance over applicants who have not completed all three courses. Applicants who have completed two of the courses will be given preference over those who have completed one of the courses. Applicants who have completed one course will be given preference over those who have completed none of the courses.

Dental Assisting (Extended-22-month)

Program of Study Code: 003177
Term Effective: Fall 2014
44.0 Units
(707) 527-4583
srjccertificate003177@santarosa.edu

Program Requirements:
The Dental Assisting (Extended-22 Month) Certificate of Achievement is designed for students who are interested in a part-time learning program. The Dental Assisting Certificate of Achievement is accredited by the Commission on Dental Accreditation. The program provides comprehensive education in the health sciences and in clinical dental assisting as preparation to enter the field.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Graduates of the dental assisting program will be able to make ethical decisions, and demonstrate problem solving abilities through independent and critical thinking.
2. Graduate will be able to assist a dentist in all phases of diagnosis and treatment of patients, including restorative and cosmetic procedures, endodontic procedures, orthodontic, pediatric, and surgical procedures.

Program Selection Process:
Please contact the Health Science Department for information about entering the program.

American Dental Association Requirements - complete 8.0 units
PSYCH 1A General Psychology

Complete any combination totaling at least 2.0 units from the following:
ANAT 140 Fundamentals of Anatomy and Physiology
BIO 10 Introduction to Principles of Biology

Dental Assisting Requirements - complete 35.5 units
DA 60 Applied Dental Science
DA 61 Introduction to Chairside Dental Assisting
DA 62 Introduction to Dental Procedures
DA 63 Dental Specialties
DA 64 Advanced Dental Assisting
DA 65 Dental Science
DA 66.1A Clinical Practice 1
DA 66.1B Clinical Practice 2
DA 67 Dental Office Management
DE 50 Introduction to the Dental Profession
DE 51 Occupational Health & Safety
DE 55A Introduction to Dental Radiology
DE 55B Dental Radiology 2

Other Essential Program Information:
The program recommends that students take CSI 101A and Health Care 60 as a prerequisite to the program courses.
Students must provide documentation of a recent health examination, immunization records, and copy of a current CPR card, including adult, child and infant. (American Heart Association or Red Cross)
All courses in the program must be completed with a “C” or better.
Upon successful completion of this certificate, students have the opportunity to earn Skills Certificates. The Diesel Chassis (T4 and T5) Skills Certificate trains students in theory, design, operation, troubleshoot and maintenance of heavy duty chassis, steering and brake systems and prepares students to pass the T4 and T5 Automotive Service Excellence (ASE) Brakes and Suspension and Steering Certifications Exams.

Students who complete this certificate are prepared to enter the diesel trade as an apprentice level technician specializing in heavy duty chassis, brakes and suspension.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Inspect, evaluate and repair steering, brakes, suspension and chassis electrical systems on heavy duty trucks.

Other Essential Program Information:
In order to receive this certificate, all courses must be completed with a grade of C or better.

**Diesel Chassis (T4 and T5)**

**Program of Study Code:** 005064

**Term Effective:** Spring 2015

**6.0 Units**

(707) 522-2601
srjccertificate005064@santarosa.edu

**Program Requirements:**

Along the way toward completing the 2-year Diesel Technology career certificate, students have the opportunity to earn Skills Certificates. The Diesel Chassis (T4 and T5) Skills Certificate trains students in theory, design, operation, troubleshoot and maintenance of heavy duty chassis, steering and brake systems and prepares students to pass the T4 and T5 Automotive Service Excellence (ASE) Brakes and Suspension and Steering Certifications Exams.

Students who complete this certificate are prepared to enter the diesel trade as an apprentice level technician specializing in heavy duty chassis, brakes and suspension.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Inspect, evaluate and repair steering, brakes, suspension and chassis electrical systems on heavy duty trucks.

Other Essential Program Information:
In order to receive this certificate, all courses must be completed with a grade of C or better.

**Diesel Electrical/Electronics (T6)**

**Program of Study Code:** 005060

**Term Effective:** Spring 2015

**6.0 Units**

(707) 522-2601
srjccertificate005060@santarosa.edu

**Program Requirements:**

Along the way toward completing the 2-year Diesel Technology career certificate, students have the opportunity to earn Skills Certificates. The Diesel Electrical/Electronics (T6) Skills Certificate trains students in theory, design, operation, troubleshoot and maintenance of heavy duty electrical and electronic systems and prepares students to pass the T6 Automotive Service Excellence (ASE) Electrical/Electronics Certification Exams.

Students who complete this certificate are prepared to enter the diesel trade as an apprentice level technician specializing in electrical and electronics maintenance.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Be able to diagnose and repair starting, charging, chassis electrical systems and electronic engine controls.

Other Essential Program Information:
In order to receive this certificate, all courses must be completed with a grade of C or better.

**Diesel Equipment Technology**

**Program of Study Code:** 003033

**Term Effective:** Fall 2016

**45.5 Units**

(707) 527-4757
srjccertificate003033@santarosa.edu

**Program Requirements:**

The Diesel Equipment Technology Certificate of Achievement program offers both theoretical and hands-on training related to diesel equipment including diesel engines, fuel systems, electrical systems, hydraulic systems, drive trains, brake systems and suspension systems. All aspects of heavy-duty, agricultural, and transportation equipment and vehicle functions and repairs are covered. The program also prepares students to take the ASE certification exam.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate safe operation of hand tools, power tools and specialized diesel tools and equipment;
2. Identify major truck, construction and agricultural equipment components;
3. Diagnose major component failures and recommend repairs;
4. Perform typical major component repairs; and
5. Access and interpret Diesel service information and schematics both manually and on the computer.

**Diesel Equipment Technology Requirements - complete 45.5 units**

**AUTO 156** Automotive Electrical System
**DET 179** Diesel Shop Practices
**DET 181** Preventive Maintenance and Inspection
**DET 182A** Diesel Engine Overhaul
**DET 182B** Diesel Engine Fuel Systems
**DET 184** Mobile Hydraulics
**DET 185** Heavy Duty Chassis and Undercarriage Systems

**Other Essential Program Information:**
Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Students will be able to diagnose and repair mobile heating and air conditioning systems.

**Diesel Heating, Ventilation and Cooling (T7)**

**Requirements - complete 4.5 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>DET 179</td>
<td>Diesel Shop Practices</td>
</tr>
<tr>
<td>AUTO 125</td>
<td>Automotive Heating and Air Conditioning Systems</td>
</tr>
</tbody>
</table>

**Other Essential Program Information:**

In order to receive this certificate, all courses must be completed with a grade of C or better.

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**Diesel Power Train (T3)**

Program of Study Code: 005063
Term Effective: Spring 2015

**6.0 Units**

(707) 522-2601
srjccertificate005063@santarosa.edu

**Program Requirements:**

a Skills Certificate
Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Inspect, evaluate and repair heavy duty drive train components, including clutch, transmission, drive lines and rear axle assemblies using appropriate shop skills.

**Diesel Power Train (T3) Requirements - complete 6.0 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>DET 179</td>
<td>Diesel Shop Practices</td>
</tr>
<tr>
<td>DET 188</td>
<td>Heavy-Duty Power Train</td>
</tr>
</tbody>
</table>

**Other Essential Program Information:**

In order to receive this certificate, all courses must be completed with a grade of C or better.

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**Diesel Preventative Maintenance (T8)**

Program of Study Code: 005062
Term Effective: Spring 2015

**6.0 Units**

(707) 522-2601
srjccertificate005062@santarosa.edu

**Program Requirements:**

Along the way toward completing the 2-year Diesel Technology career certificate, students have the opportunity to earn Skills Certificates. The Diesel Preventative Maintenance (T8) Skills Certificate trains students in theory, design, operation, troubleshoot and maintenance of heavy duty trucks and equipment and prepares students to pass the T8 Automotive Service Excellence (ASE) Preventative Maintenance Certifications Exam.

Students who complete this certificate are prepared to enter the diesel trade as an apprentice level technician specializing heavy duty truck and equipment maintenance.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Perform maintenance inspections on trucks and agricultural construction equipment; and
2. Evaluate equipment condition and determine remedies using appropriate shop skills.

**Diesel Preventative Maintenance (T8) Requirements - complete 6.0 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>DET 179</td>
<td>Diesel Shop Practices</td>
</tr>
<tr>
<td>DET 181</td>
<td>Preventive Maintenance and Inspection</td>
</tr>
</tbody>
</table>

**Other Essential Program Information:**

In order to receive this certificate, all courses must be completed with a grade of C or better.

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**Dietary Service Supervisor**

Program of Study Code: 003022
Term Effective: Fall 2016

**17.0 Units**

(707) 527-6947
srjccertificate003022@santarosa.edu

**Program Requirements:**

The Dietary Service Supervisor Certificate of Achievement prepares individuals to manage an efficient, safe and healthful food service program. Students acquire skills for supervising both food production and personnel in health care and other food service institutions.

**Dietary Service Supervisor Requirements - complete 17.0 units**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIET 50</td>
<td>Sanitation &amp; Safety</td>
</tr>
<tr>
<td>DIET 52</td>
<td>Management Training Techniques</td>
</tr>
<tr>
<td>DIET 55</td>
<td>Food Production Management</td>
</tr>
<tr>
<td>DIET 55L</td>
<td>Food Production Clinical Experience</td>
</tr>
<tr>
<td>DIET 57</td>
<td>Modified Diets</td>
</tr>
<tr>
<td>FDNT 10</td>
<td>Elementary Nutrition</td>
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</table>

Complete any combination totaling at least 1.0 units from the following:

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<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIET 70</td>
<td>Introduction to Nutrition, Dietetics and Food Service</td>
</tr>
<tr>
<td>FDNT 70</td>
<td>Introduction to Nutrition, Dietetics and Food Service</td>
</tr>
</tbody>
</table>

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**Other Essential Program Information:**

Completes any combination totaling at least 1.0 units from the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIET 99</td>
<td>Dietetic Technology Occupational Work Experience Internship</td>
</tr>
<tr>
<td>DIET 106.1</td>
<td>Supervised Field Experience for Dietetic Technician 1</td>
</tr>
<tr>
<td>DIET 106.2</td>
<td>Supervised Field Experience for Dietetic Technician 2</td>
</tr>
</tbody>
</table>

**Complete any combination totaling at least 1.0 units from the following:**

<table>
<thead>
<tr>
<th>Course Code</th>
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</thead>
<tbody>
<tr>
<td>DIET 106.1</td>
<td>Supervised Field Experience for Dietetic Technician 1</td>
</tr>
<tr>
<td>DIET 106.2</td>
<td>Supervised Field Experience for Dietetic Technician 2</td>
</tr>
</tbody>
</table>

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**Other Essential Program Information:**

In order to receive this certificate, all courses must be completed with a grade of “C” or better.
Digital Media: 3D Modeling and Animation

Program of Study Code: 003329
Term Effective: Fall 2014
33.0 Units
(707) 527-4871
srjccertificate003329@santarosa.edu

Program Requirements:
The 3D Modeling and Animation Certificate provides fundamental skills for entry into a wide range of industries, including entertainment, architecture, electronic gaming, advertising, and educational media, as well as forensics and medical animation, and 3D simulations. This program also prepares students for advanced animation education through degree granting institutions and schools specializing in the film and broadcast fields.

Students will explore the principles of three-dimensional (3D) modeling, texturing, lighting and animating, as well as the application of particle systems and dynamics to produce a range of effects. Emphasis is placed on modeling, rigging and animating 3D characters, and upon creating sophisticated 3D scenes. Upon completion, students will have a comprehensive understanding of the basic practices of designing, building, and animating 3D environments, characters, and visual effects.

Digital Media: 3D Modeling & Animation Core Requirements - complete 33.0 units

APTECH 43 Computer Modeling and Animation with 3D Studio Max
APTECH 63 3D Animation: Modeling and Rigging
APTECH 64 3D Animation: Visual Effects, Character Anim. & Compositing
APTECH 65 Advanced 3D Animation Workshop
ART 5 Three Dimensional Design
CS 70.11A Adobe Photoshop 1
CS 74.11 Introduction to Digital Media
CS 74.21A Digital Video Post Production Techniques 1
CS 74.21B Digital Video Post Production Techniques 2

Complete any combination totaling at least 6.0 units from the following:

APGR 72 Principles of Screen Design
ART 4 Principles of Color
ART 12 Figure Drawing
CS 70.11B Adobe Photoshop 2
CS 74.21C Digital Video Post Production Techniques 3
CS 74.21D Digital Video Post Production Techniques 4
CS 74.41A Game Design 1
CS 74.41B Game Design 2
CS 74.42A Game Development with C#/XNA 1
CS 74.42B Game Development with C#/XNA 2
DANCE 10.1 Introduction to Dance Movement
KCOMB 2.1 Beginning Judo
KCOMB 3.1 Beginning Karate
THAR 10A Introduction to Acting

Digital Media: Audio

Program of Study Code: 003326
Term Effective: Fall 2013
25.0 Units
(707) 527-4330
srjccertificate003326@santarosa.edu

Program Requirements:
The purpose of the Digital Media: Audio Certificate of Achievement, (formerly Audio Production for Digital Media), is to provide students with an overview of MIDI sequencing, sound synthesis, audio recording, digital and analog audio technology, basic music theory, sound design for multimedia applications including video games (for educational and/or entertainment purposes), and delivery of audio content over radio, television, and the Internet. Graduates are prepared for entry-level positions in professional audio production including audio engineering, sound design, audio-for-video post-production, broadcasting, and CD/DVD mastering.

Digital Media: Audio Requirements - complete 25.0 units

CS 74.11 Introduction to Digital Media
MUSC 50 Introduction to MIDI
MUSC 51A Digital Audio: Fundamentals
MUSC 51B Digital Audio: Multimedia
MUSC 60A Audio Recording 1
MUSC 60B Audio Recording 2
CS 50.32 Web / Interactive Media Projects

Complete any combination totaling at least 3.0 units from the following:

MUSC 1 Music Fundamentals
MUSC 2A Introduction to Music Theory
MUSC 11A Class Piano 1

Gainful Employment: Program specific costs and Estimated course costs/materials fees TBD

Digital Media: Digital Filmmaking

Program of Study Code: 003330
Term Effective: Fall 2015
31.0 Units
(707) 527-4990
srjccertificate003330@santarosa.edu

Program Requirements:
The Digital Filmmaking Certificate of Achievement is designed to provide students with a foundation in film history and film form as well as in film production and postproduction techniques for digital filmmaking. The program will prepare students for broadcast and commercials, digital photography, documentary/biography production, legal and forensic video production, duplication and transfer, DVD authoring/mastering, videos for websites, online advertisements, public service announcements, industrial and corporate training videos, live internet streaming, live seminar capture, music videos, post-production/editing, sports/performance events, media tech work on live events (including video production troubleshooting), and we video production/encoding.

Program Student Learning Outcomes
Upon successful completion of this program, the students will be able to:
1. Produce a professional quality video project using industry standard non-linear editing software and audio editing software; and
2. Use DVD authoring software to create a project with multiple menus and special features for playback on the Web or DVD.

Digital Media: Digital Filmmaking Core Requirements - complete 31.0 units

CS 50.32 Web / Interactive Media Projects
CS 74.11 Introduction to Digital Media
CS 74.21A Digital Video Post Production Techniques
CS 74.21B Digital Video Post Production Techniques
CS 74.21C Digital Video Post Production Techniques
MEDIA 10 Film Appreciation
MEDIA 20 Introduction to Digital Filmmaking
MEDIA 22 Screenwriting

Complete any combination totaling at least 4.0 units from the following:

MEDIA 19 Multi-Camera Studio Production
MEDIA 21 Intermediate Digital Filmmaking

Complete any combination totaling at least 3.0 units from the following:

APTECH 63 3D Animation: Modeling and Rigging
APTECH 64 3D Animation: Visual Effects, Character Anim. & Compositing
ART 82 Beginning Digital Photography
CS 70.11B Adobe Photoshop 2
JOUR 55 Multimedia Reporting
THAR 63 Acting in Film, Television and Voice-over

Digital Media: Interactive Multimedia

Program of Study Code: 003320
Term Effective: Fall 2014
31.0 Units
(707) 527-4990
srjccertificate003320@santarosa.edu

Program Requirements:
The Digital Media: Interactive Multimedia Certificate provides students with the knowledge and skills to generate and manipulate graphics, animations, sound, text and video into consolidated and seamless multimedia presentations for use in developing products or creations such as advanced business presentations and performance pieces, video games, movies, music videos, commercials, CD-ROMs, DVDs, touch screen computer kiosks,
Electro-Mechanical Maintenance Technician

Program of Study Code: 003238
Term Effective: Fall 2013
17.0 Units
(707) 527-4291
srjccertificate003238@santarosa.edu

Program Requirements:
The Electro-Mechanical Maintenance Technician Skills Certificate prepares individuals for employment as electro-mechanical technicians in high tech manufacturing. Instruction is provided in the fundamentals of electronics, programmable logic controllers, rotating machinery, and mathematics.

This program was created in cooperation with local high tech manufacturing companies that have a need for trained maintenance technicians. Currently, the demand for these technicians is on the rise. Possible job titles include: technician, electronic technician, machine technician/specialist, machine operator, maintenance worker, maintenance mechanic.

Electro-Mechanical Maintenance Technician Requirements - complete 17.0 units
ELEC 60A Direct & Alternating Current Theory
ELEC 153 Programmable Logic Controllers
ELEC 154 Rotating Machinery
Complete any combination totaling at least 3.0 units from the following:
APTECH 90A Applied Mathematics
CSKLS 372 Pre-Algebra
MATH 150A Elementary Algebra 1

Electronic Technology
Program of Study Code: 003039
Term Effective: Fall 2009
24.0 Units
(707) 527-4291
srjccertificate003039@santarosa.edu

Program Requirements:
The Electronic Technology Certificate of Achievement provides skills needed to develop, maintain and troubleshoot computer based testing and control systems. These skills enhance the basic training necessary to perform the work of an electronic technician in both traditional engineering environments and service-related environments.

This program was developed in response to requests from local high tech manufacturing companies that have a need for electronics technicians trained in specific software tools such as Programmable Logic Controllers and National Instruments LabVIEW development software.

Program Student Learning Outcomes
Upon successful completion of this program, the student will be able to:
1. Use computers to monitor and regulate processes and equipment, and to generate reports.
2. Upgrade and maintain both internal and external computer peripherals used for testing and data acquisition.
3. Develop, implement and troubleshoot LabVIEW programs for the purpose of analyzing and controlling virtual and electro-mechanical devices.
4. Create circuit simulations with Multisim for the purpose of testing circuit designs.
5. Write complex programs for Programmable Logic Controllers (PLC).

Electronic Technology: Automated Tests and Controls Requirement - complete 9.0 units
Program Requirements:
The Automated Tests and Controls Certificate of Achievement provides skills needed to develop, maintain and troubleshoot computer based testing and control systems. These skills enhance the basic training necessary to perform the work of an electronic technician in both traditional engineering environments and service-related environments.

Program Student Learning Outcomes
Upon successful completion of this program, the student will be able to:
1. Perform measurements of voltage, current and resistance using analog, digital and computer based test equipment.
2. Use computers to monitor and regulate processes and equipment, and to generate reports.
3. Upgrade and maintain both internal and external computer peripherals used for testing and data acquisition.
4. Develop, implement and troubleshoot LabVIEW programs for the purpose of analyzing and controlling virtual and electro-mechanical devices.
5. Create circuit simulations with Multisim for the purpose of testing circuit designs.
6. Write complex programs for Programmable Logic Controllers (PLC).

Emergency Care for First Responders
Program of Study Code: 005046
Term Effective: Spring 1992
2.0 Units
srjccertificate005046@santarosa.edu

Program Requirements:
Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Identify a medical or trauma emergency;
Emergency Medical Technician (EMT-Basic)

Program Requirements:
The Emergency Medical Technician (EMT-Basic) Skills Certificate provides technical and practical knowledge and skills to meet the requirements of the California Administrative Code to gain certification as an Emergency Medical Technician Basic by the California State Emergency Medical Services Authority.

Upon successful completion of this certificate, the student will be able to:
1. Complete the National Registry written exam;
2. Complete the National Registry Skills Exam; and
3. Demonstrate professional behavior consistent with criteria for employment as a certified Emergency Medical Technician Basic.

Program Selection Process:
Please see the Public Safety department website for more information about entering this program.

Emergency Medical Technician (EMT-Basic) Prerequisite - complete 2.0 units
EMC 100 Emergency Care for First Responders

Other Essential Program Information:
A current certification in CPR for the Health Provider is required prior to beginning the program.

Environmental Horticulture: Garden Design

Program Requirements:
The Environmental Horticulture: Garden Design Certificate of Achievement program prepares students for occupations within the landscape industry that require garden design skills. The certificate program emphasizes hands-on learning, and most courses incorporate lab activities that apply knowledge and skills in realistic settings.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Identify changes and updates that apply to maintaining California Certification as an Emergency Medical Technician.
2. Apply knowledge of specific skills to assist victims of a medical or trauma emergency; and
3. Discuss the requirements necessary to work in the Emergency Medical Service System.

Emergency Care for First Responders Requirements - complete 2.0 units
EMC 100 Emergency Care for First Responders

Environmental Horticulture: Landscape Management

Program Requirements:
The Environmental Horticulture: Landscape Certificate of Achievement program deals with all aspects of plant use in the landscape. This program provides an introductory base of plant knowledge and landscape skills, allowing students the option of entering a variety of jobs within their chosen occupations.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Create a materials takeoff for hardscape features;
2. Develop the skills to perform landscape contractor construction skills;
3. Demonstrate proper landscape plant maintenance practices;
4. Develop proper water efficient practices in the landscape; and
5. Assess plants for landscape purposes.

Emergency Medical Technician (EMT-Basic) Prerequisite - complete 5.5 units
EMC 100 Emergency Care for First Responders
EMC 103 Emergency Medical Technician Basic

Environmental Horticulture: Landscape Management Requirements - complete 28.0 units
AGBUS 61 Agricultural Marketing
AGBUS 62 Agricultural Sales and Communication
AGRI 98 Independent Study or AGRI 99I Work Experience/Internship

Other Essential Program Information:
Program Work Experience/Internship is required, but students may elect to take additional units.
Environmental Horticulture: Landscape Management

Program of Study Code: 003134
Term Effective: Fall 2016
28.0 Units
(707) 527-4409
srjccertificate003134@santarosa.edu

Program Requirements:
The Environmental Horticulture: Landscape Certificate of Achievement program is designed to provide students with knowledge and skills necessary to develop effective hardscape solutions.

Program Student Learning Outcomes:
- Upon successful completion of this certificate, the student will be able to:
  1. Create a materials takeoff for hardscape projects;
  2. Develop the skills to perform landscape contractor construction skills;
  3. Demonstrate proper landscape plant maintenance practices;
  4. Develop proper water usage practices in the landscape; and
  5. Assess plants for landscape purposes.

Environmental Horticulture: Landscape Management Requirements - complete 28.0 units

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HORT 65</td>
<td>Landscape Practices</td>
</tr>
<tr>
<td>HORT 91</td>
<td>Landscape Construction/Estimation</td>
</tr>
<tr>
<td>HORT 92.1</td>
<td>Landscape Irrigation</td>
</tr>
</tbody>
</table>

Complete any combination totaling at least 1.0 units from the following:

- AGRI 98: Independent Study in Agriculture
- AGRI 99I: Agriculture Occupational Work Experience Internship

Program Requirements:
The Environmental Horticulture: Nursery Certificate of Achievement program prepares students to advance to management positions in nurseries that propagate, grow, and market plants for use in the home, business, or the landscape. The program provides a solid foundation in plant knowledge and nursery industry principles.

Program Student Learning Outcomes:
- Upon successful completion of this program, the student will be able to:
  1. Demonstrate proper plant propagation techniques;
  2. Define proper greenhouse environment required for propagation;
  3. Compare and contrast container vs field production systems;
  4. Apply appropriate behavior and workplace policies; and
  5. Organize an effective product display.

Environmental Horticulture: Nursery Management Requirements - complete 28.0 units

<table>
<thead>
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<td>Plant Materials: Summer/Fall</td>
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<td>HORT 12</td>
<td>Plant Materials: Winter/ Spring</td>
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<tr>
<td>HORT 50.1</td>
<td>Introduction to Horticultural Science</td>
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<td>Horticulture Industry and Careers</td>
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<td>Horticulture Workplace Practices</td>
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<td>HORT 171</td>
<td>Integrated Pest Management in the Horticulture Industry</td>
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Complete any combination totaling at least 1.0 units from the following:

- AGRI 98: Independent Study in Agriculture
- AGRI 99I: Agriculture Occupational Work Experience Internship

Program Requirements:
The Environmental Horticulture: Nursery Certificate of Achievement program prepares students with extensive horticulturally related workplace experience, and is designed to provide students with the knowledge and skills necessary to advance to management positions in nurseries that propagate, grow, and market plants for use in the home, business, or the landscape. The program provides a solid foundation in plant knowledge and nursery industry principles.

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Environmental Horticulture: Nursery Management Requirements - complete 28.0 units

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<td>HORT 70</td>
<td>Plant Propagation</td>
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<tr>
<td>HORT 71</td>
<td>Nursery Production</td>
</tr>
<tr>
<td>HORT 72</td>
<td>Greenhouse Production</td>
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Complete any combination totaling at least 1.0 units from the following:

- AGRI 98: Independent Study in Agriculture
- AGRI 99I: Agriculture Occupational Work Experience Internship

Program Requirements:
The Environmental Horticulture: Nursery Certificate of Achievement program prepares students with extensive horticulturally related workplace experience, and is designed to provide students with the knowledge and skills necessary to advance to management positions in nurseries that propagate, grow, and market plants for use in the home, business, or the landscape. The program provides a solid foundation in plant knowledge and nursery industry principles.

Program Student Learning Outcomes:
- Upon successful completion of this program, the student will be able to:
  1. Demonstrate proper plant propagation techniques;
  2. Define proper greenhouse environment required for propagation;
  3. Compare and contrast container vs field production systems;
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Environmental Horticulture: Nursery Management Requirements - complete 28.0 units

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Complete any combination totaling at least 1.0 units from the following:

- AGRI 98: Independent Study in Agriculture
- AGRI 99I: Agriculture Occupational Work Experience Internship

Program Requirements:
The Environmental Horticulture: Nursery Certificate of Achievement program prepares students with extensive horticulturally related workplace experience, and is designed to provide students with the knowledge and skills necessary to advance to management positions in nurseries that propagate, grow, and market plants for use in the home, business, or the landscape. The program provides a solid foundation in plant knowledge and nursery industry principles.

Program Student Learning Outcomes:
- Upon successful completion of this program, the student will be able to:
  1. Demonstrate proper plant propagation techniques;
  2. Define proper greenhouse environment required for propagation;
  3. Compare and contrast container vs field production systems;
  4. Apply appropriate behavior and workplace policies; and
  5. Organize an effective product display.
Equine Management

Program of Study Code: 003148
Term Effective: Fall 2015
17.5 Units
(707) 527-4408
srjccertificate003148@santarosa.edu

Program Requirements:
This is a Certificate of Achievement program. Today’s multi-billion dollar horse industry is diverse, progressive and incorporates a broad set of technological advancements, requiring individuals who are knowledgeable and skilled to work in this multi-faceted field that annually employs 1.4 million full-time employees. Students who study at Santa Rosa Junior College and complete a certificate in Horse Management are qualified for a wide variety of diverse careers in the equine industry. Students who obtain this certificate aim for a future in horse farm management at breeding facilities, lesson/boarding barns, and race and show training stables. Students may also qualify for employment as technologists, consultants, show and race facility managers and staff; government agents, journalists, and sale/service representatives for companies promoting horse feed, health, and care products. Other career opportunities are available through breed associations, humane organizations, agriculture extension services, recreational services, horse publications, and more.

To prepare students for these exciting career opportunities, Santa Rosa Junior College's Horse Management certificate program provides students with a broad technical study of all phases of equine care and management practices. Individuals enrolled in Equine Science courses receive both theoretical knowledge and practical experience – both very necessary to become the future leaders of the equine industry. Instruction is taught through lecture classes and hands-on laboratories using Santa Rosa Junior College’s beautiful 365-acre Shone Farm. The Equestrian Center consists of a state of the art Agriculture Pavilion that houses an indoor arena and classrooms, a large outdoor arena with all-weather footing, large hay storage barn, and outside shelters with runs, turn-outs and pastures for the horses utilized in the program.

Program Student Learning Outcomes
Upon completion of the certificate, students will be able to:
1. Identify and implement sustainable equine management practices that will improve horse quality, provide efficacious management, protect the natural resources and ensure economic viability of the equine industry;
2. Demonstrate a working knowledge of horse management following current industry standards which address needs and management considerations related to the life stages and use of the horse and employing state of the art principles to develop horse management protocols and procedures incorporating scientifically based management decisions and the latest technological advances in equine husbandry;
3. Name and demonstrate proper use of equipment used to humanely manage or treat horses;
4. Recognize and practice basic horse handling safety skills based upon an understanding of horse behavior and the horses natural responses to environmental factors;
5. Identify and evaluate equine anatomy and physiology and relate form to function;
6. Define nutritional needs and demonstrate proper feeding techniques; and
7. List common infectious diseases and parasites and explain the role of preventative health and safety skills based upon an understanding of horse behavior and the horses natural responses to environmental factors;
8. Demonstrate knowledge of issues in equine facility design, local laws and regulations relating to horse facilities, risk management, health and safety considerations, and disaster management planning; and
9. Understand business management practices related specifically to the equine industry to promote ethical, effective and responsible business practices leading to successful entrepreneurship.

Equine Management Requirements - complete 17.5 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EQSCI 25</td>
<td>Equine Science</td>
</tr>
<tr>
<td>EQSCI 52</td>
<td>Equine Health</td>
</tr>
<tr>
<td>EQSCI 80</td>
<td>Equine and Stable Management</td>
</tr>
<tr>
<td>EQSCI 101</td>
<td>Horse Handling Skills</td>
</tr>
<tr>
<td>EQSCI 170</td>
<td>Farrier Science</td>
</tr>
</tbody>
</table>

Complete any combination totaling at least 2.0 units from the following:

<table>
<thead>
<tr>
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<th>Title</th>
</tr>
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<tbody>
<tr>
<td>AGRI 98</td>
<td>Independent Study in Agriculture</td>
</tr>
<tr>
<td>AGRI 99I</td>
<td>Agriculture Occupational Work Experience Internship</td>
</tr>
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</table>

Complete any combination totaling at least 2.0 units from the following:

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<tr>
<th>Course</th>
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<tbody>
<tr>
<td>EQSCI 53</td>
<td>Equine Reproduction</td>
</tr>
<tr>
<td>EQSCI 102A</td>
<td>Beginning Horsemanship and Riding</td>
</tr>
<tr>
<td>EQSCI 120</td>
<td>Introduction to Therapeutic Riding Principles</td>
</tr>
<tr>
<td>EQSCI 151</td>
<td>Introduction to Equine Acupressure and Massage</td>
</tr>
</tbody>
</table>

Other Essential Program Information:

Students with extensive horticulture related workplace experience should consult with the instructor prior to enrolling in HORT 65.

Only one unit of AGRI 98 Independent Study or AGRI 99I Work Experience/Internship is required, but students may elect to take additional units.

Fashion Studies: Fashion Design Assistant

Program of Study Code: 003295
Term Effective: Fall 2014
20.0 Units
(707) 527-4318
srjccertificate003295@santarosa.edu

Program Requirements:
The Fashion Studies: Fashion Design Assistant Certificate of Achievement is designed for students interested in careers in the fashion design field as design assistants, pattern makers with large or small garment producers, or as a fashion entrepreneur who designs their own product. Students will learn about textiles and their manufacture, elements and principles of design as it relates to fashion and the figure, basic principles of fashion design and illustration. Students will develop patterns for original designs or from designer working sketches, execute those designs in fabric, and market the finished product.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Design garments, using both flat pattern and draping methods, draft patterns from sketch, and select appropriate fabric and trims.
2. Assemble a sample garment by cutting pattern pieces, and collecting appropriate findings according to specifications.
3. Research and identify the cyclical fashion trends.
4. Analyze garment features to interpret fit, line and design, color for individual figures.
5. Analyze fashion styles and designs appropriate for knitted fabrics and incorporate construction techniques specifically used with knits.
6. Prepare a business plan for a start-up fashion retail company.
7. Use critical thinking skills to analyze fashion design methods and applications.

Fashion Studies: Fashion Design Assistant Requirements - complete 20.0 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>FASH 8</td>
<td>Introductory Textiles</td>
</tr>
<tr>
<td>FASH 53</td>
<td>Fashion Analysis</td>
</tr>
<tr>
<td>FASH 56A</td>
<td>Fashion Design and Illustration</td>
</tr>
<tr>
<td>FASH 60</td>
<td>Draped Design</td>
</tr>
<tr>
<td>FASH 62A</td>
<td>Flat Pattern Design 1</td>
</tr>
<tr>
<td>FASH 70A</td>
<td>Clothing Construction 1</td>
</tr>
<tr>
<td>FASH 70B</td>
<td>Clothing Construction 2</td>
</tr>
<tr>
<td>FASH 121A</td>
<td>Sewing with Knits: Basic Tee Shirts</td>
</tr>
<tr>
<td>FASH 121B</td>
<td>Advanced Sewing with Knits</td>
</tr>
<tr>
<td>FASH 139</td>
<td>Fashion Entrepreneurship</td>
</tr>
</tbody>
</table>

Other Essential Program Information:
No course may be used more than once to fulfill a requirement in the certificate.
Certificate will be awarded upon fulfillment of all course requirements with a grade of ‘C’ or better.
Fashion Studies: Retail Merchandising

Program of Study Code: 003297
Term Effective: Fall 2014
20.0 Units
(707) 527-4318
srjcertificate003297@santarosa.edu

Program Requirements:
The Fashion Studies: Retail Merchandising Certificate of Achievement is designed for the student who is interested in a career in fashion retail and its many job job opportunities, including sales, buying, fashion consulting, fashion coordination, and fashion display.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Utilize effective sales techniques in a retail setting;
2. Identify and discuss various "fashion cycles" and trends to recommend pricing structure and retail merchandising strategies;
3. Identify and discuss the major categories on accessories important to the apparel lines;
4. Describe how the cosmetics and fragrance industry relate to the ready-to-wear industry;
5. Demonstrate the ability to recognize and select materials appropriate in fashion apparel and accessories;
6. Analyze garment features to interpret fit, pricing, and recommend appropriate purchases to customers;
7. Discuss the advantages and disadvantages of fashion apparel and accessories with customers in a retail setting;
8. Produce a fashion show;
9. Produce a visual merchandising display window; and
10. Use critical thinking skills to analyze fashion retail merchandising methods and applications.

Fashion Studies: Retail Merchandising
Requirements - complete 20.0 units

BMK S1 Principles of Selling
BMK 60 Retail Merchandising Management
FASH 8 Introductory Textiles
FASH S2.2 Visual Merchandising
FASH S3 Fashion Analysis
FASH 106 Alterations of Readymade Clothes
FASH 151 Fashion Apparel and Accessories
FASH 152 Fashion Show

Other Essential Program Information:
No course may be used more than once to fulfill a requirement in the certificate.
Certificate will be awarded upon fulfillment of all course requirements with a grade of 'C' or better.

Fire Command 1A

Program of Study Code: 005005
Term Effective: Fall 2011
1.5 Units
(707) 836-2912
srjcertificate005005@santarosa.edu

Program Requirements:
This single-course Skills Certificate designed to develop the fireground command skills of all company officers. Provides information and experience in command & control techniques used at the scene of an emergency. Emphasizes decision making, the act of commanding.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Describe the psychology of command and control techniques used in emergency management;
2. Demonstrate communication skills needed for reporting incident conditions and commanding resources at an emergency incident;
3. Describe scene size-up and identify the strategies and tactics used by company officers; and
4. Demonstrate critical thinking skills and decision-making abilities for managing an emergency.

Fire Command 1A - complete 1.5 units
FIRE 204A Fire Command 1A

Fire Command 1B

Program of Study Code: 005006
Term Effective: Spring 2011
1.5 Units
(707) 836-2912
srjcertificate005006@santarosa.edu

Program Requirements:
This single-course certificate is designed to apply the principles contained in Fire Command 1A to the problems associated with multi-casualty, hazardous materials, and wildland fires. Upon successful completion, the student will be awarded a Fire Command 1B certificate from the State Fire Marshal's office.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Manage a fire ground incident using the Incident Command System (ICS);
2. Make decisions and communicate an action plan for a multi-casualty incident (MCI);
3. Make decisions and communicate an action plan for a hazardous materials incident; and
4. Make decisions and communicate an action plan for a wildland fire incident.

Fire Command 1B - complete 1.5 units
FIRE 204B Fire Command 1B

Fire Instructor 1A

Program of Study Code: 005001
Term Effective: Fall 2011
2.0 Units
(707) 836-2912
srjcertificate005001@santarosa.edu

Program Requirements:
Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate the ability to select and adapt written cognitive lesson plans using the principles of learning as they relate to cognitive training and instruction; and
2. Demonstrate the ability to perform and evaluate teaching demonstrations using psychomotor lesson plans and validated evaluation procedures.

Fire Instructor 1A - complete 2.0 units
FIRE 200.1 Training Instructor 1A

Fire Investigation

Program of Study Code: 005008
Term Effective: Fall 2011
3.0 Units
(707) 836-2912
srjcertificate005008@santarosa.edu

Program Requirements:
This is a Skills Certificate program. Determining cause of fires (structure, vehicle and wildland) and their behavior as it relates to fire investigation; introduction to arson, incendiary, fatal fires and explosions; related laws; recognizing and preserving evidence; interviewing witnesses and suspects; arrest and detention procedures; court procedures and giving court testimony. A fire investigation conducted in the field is required as part of the course. Upon successful completion of the course, the student will be awarded a Fire Investigation 1A certificate from the State Fire Marshal's office.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Describe the legal considerations necessary to conduct an arson fire investigation; and
2. Diagram the evolution of fire behavior in a structure and identify the fire indicators common to each stage of fire growth; and
3. Demonstrate the techniques used to determine fire origin in structures, vehicles and the wildland; and
4. Demonstrate the steps necessary to conduct a comprehensive fire investigation report for an accidental, arson, fatal, or wildland fire.

Fire Investigation - complete 3.0 units
FIRE 61 Fire Investigation
Fire Management 1
Program of Study Code: 005007
Term Effective: Fall 1981
2.0 Units
(707) 836-2912
srjccertificate005007@santarosa.edu
Program Requirements:
This is a Skills Certificate program.
Overview of basic supervisory and managerial skills, decision making, communication, group dynamics, conflict, evaluations, discipline, influences, time and change management, leadership, workplace laws and the environment and safety management in the workplace. Upon successful completion, the student will be awarded a Fire Management 1 certificate from the State Fire Marshal’s office.
Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Describe the skills and responsibilities necessary to become an effective manager;
2. explain how to effectively deal with internal and external influences;
3. differentiate between leaders and managers diagram the evolution of fire behavior in a structure and identify the fire indicators common to each stage of fire growth;
4. differentiate between the various leadership styles and their advantages and disadvantages; and
5. describe the regulations and standards for managing human resources.
Fire Management 1 - complete 2.0 units
FIRE 203 Fire Management 1

Fire Technology
Program of Study Code: 003060
Term Effective: Fall 2016
30.0 Units
(707) 836-2913
srjccertificate003060@santarosa.edu
Program Requirements:
This Fire Technology Certificate of Achievement prepares individuals for an entry-level career in the fire service by providing a foundation of core concepts, practices, vocabulary, culture, safety and requirements for the fire service. The program follows the Fire and Emergency Services Higher Education (FESHE) model from the national Fire Academy in Emmitsburg, Maryland and is a component of accreditation from the State Fire Marshal.
Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Describe all elements of the fire service including: fire service history, culture and diversity; minimum qualifications and entry level skills; and all elements of the application, hiring and probationary process.
2. Analyze, appraise and evaluate fire and emergency incidents and identify components of emergency management and firefighter safety.
3. Identify and comprehend laws, regulations, codes and standards that influence fire department operations and identify regulatory and advisory organizations that create and mandate them, especially in the areas of fire prevention, building codes and ordinances and firefighter health and safety;
4. Analyze the causes of fire, determine extinguishing agents and methods; differentiate the stages of the fire and fire development, and compare methods of heat transfer;
5. Identify and describe the equipment and apparatus used in the fire service and the maintenance of said equipment and apparatus;
6. Identify and describe common types of building construction and conditions associated with structural collapse and firefighter safety; and
7. Differentiate between fire detection and alarm systems and identify common health and safety concerns of firefighters and first responders.
Fire Technology Requirements - complete 30.0 units
FIRE 71 Fire Protection Organization
FIRE 72 Fire Behavior and Combustion
FIRE 73 Fire Prevention Technology
FIRE 74 Fire Protection Equipment and Systems
FIRE 76 Building Construction for Fire Protection
FIRE 78 Principles of Fire & Emergency Services Safety and Survival
Complete any combination totaling at least 12.0 units from the following:
AJ 355 Penal Code 832 Powers of Arrest Course
EMC 100 Emergency Medical Responder
EMC 103 Emergency Medical Technician Basic
FIRE 56 Fire Hydraulics
FIRE 61 Fire Investigation
FIRE 77 Hazardous Materials for Public Safety
FIRE 200.1 Training Instructor 1A
FIRE 200.2 Training Instructor 1B
FIRE 200.3 Training Instructor 1C Instructional Development Techniques
FIRE 201 Fire Prevention & Life Safety Inspection for Company Officer
FIRE 203 Fire Management 1
FIRE 204A Command 1A
FIRE 204B Fire Command 1B
FIRE 204C Command 1C
FIRE 206 CAL FIRE Wildland Firefighter Academy
FIRE 208 Introduction to Firefighter I Academy
FIRE 208.1 Firefighter I Academy
FIRE 212 Rescue Systems 1
FIRE 219 S-290 Intermediate Wildland Fire Behavior
FIRE 241 Driver Operator 1A

Certificates: Firefighter I Academy

Firefighter I Academy
Program of Study Code: 003180
Term Effective: Fall 2015
16.5 Units
(707) 836-2913
srjccertificate003180@santarosa.edu
Program Requirements:
The firefighter I Academy Skills Certificate is intended for pre-Fire Service students and Fire Service professionals (volunteer and paid fire fighters) to train in an accepted State curriculum, and as an Accredited Regional Training Program, the Academy is certified by the State Fire Marshal’s Office. In addition to the Academy completion certificate, candidates will need to complete field experience (1 year volunteer or 6 months fulltime) in order to obtain their Firefighter I certificate.
The academy includes over 481 hours of instruction and basic firefighting skills needed for the entry level professional firefighter to perform his/her duties safely, effectively, and competently. The curriculum is based on the 2013 edition of NFPA 1001, Standards for Firefighter Professional Qualifications, the 2012 edition of NFPA 1051, Standards for Wildland Firefighter Professional Qualifications, and the 2008 edition of NFPA 472, Standards for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents. The seven overarching themes of the California State Firefighter I curriculum are: general knowledge germane to the profession, fire department communication, fire ground operations, rescue operations, preparedness and maintenance, wildland suppression activities, and hazardous materials/WMD.
In addition to the curriculum identified in these standards, students receive additional instruction in the areas of Auto extrication, the Incident Command System (ICS), Low Angle Rope Rescue Operations (LARRO), an expanded
Wildland Firefighting component that meets the requirements necessary to obtain a Cal Fire Basic Firefighter Certificate, Confined Space Awareness and a rigorous physical training component.

The Firefighter I Academy does not include emergency medical care skills that are required to work as a firefighter. Prior to enrolling in the academy, students must complete EMT (EMC 105) or First Responder (EMC 100).

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Describe fire department organization and the expectations of entry level firefighters;
2. differentiate types of fire behavior and its impact on structural and wildland situations;
3. demonstrate and apply the use of fire department equipment through its selection for given firefighting tasks;
4. demonstrate and apply knowledge of strategies, tactics and incident command through the selection and implementation of firefighting methods and the application of the Incident Command System (ICS); and
5. demonstrate safe practices by using minimum standard safety procedures.

Firefighter I Academy Requirements - complete 16.5 units
FIRE 208 Introduction to Firefighter I Academy
FIRE 208.1 Firefighter I Academy

Fitness Nutrition and Health
Program of Study Code: 003331
Term Effective: Fall 2015
25.5 Units
(707) 778-4116
srjccertificate003331@santarosa.edu

Program Requirements:
The Fitness, Nutrition, and Health Certificate of Achievement at Santa Rosa Junior College is designed to provide an in-depth study and practical application of principles of nutrition, weight management, behavior modification, fitness testing, physical fitness training, exercise leadership and program design. This certificate is for students seeking entry-level careers and/or additional training in the fitness and health industry. Possible career opportunities may include personal trainer, group exercise instructor, health or wellness coach, weight management consultant, aerobic dance instructor, and fitness instructor. This program also prepares students to sit for nationally recognized certification exams such as American Council on Exercise (ACE), National Academy of Sports Medicine (NASM), Aerobics and Fitness Association of America (AFAA), and National Strength and Conditioning Association (NSCA). This certificate is unique in its design because in addition to learning principles of exercise science, it also encompasses comprehensive topics in the area of health, nutrition, and behavior change vital for fitness trainers to address broader client goals and to meet the need of a growing trend toward wellness type coaching. This certificate also has a strong emphasis on practical “hands-on” experience and teaching techniques.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Design safe and effective training programs based on client needs, goals, fitness level and health history;
2. demonstrate proper individual and group exercise leadership skills for general and special populations;
3. evaluate client food intake and educate clients on healthful eating habits for weight management and physical performance;
4. integrate behavior modification techniques and concepts of health and wellness to formulate comprehensive training plans; and
5. analyze emerging information in the field of nutrition, health, and fitness and differentiate between credible and non-credible sources and information.

Fitness, Nutrition, and Health - complete 25.5 units
FDNT 10 Elementary Nutrition
FDNT 60 Nutrition and Physical Fitness
HLE 6 Standard First Aid, CPR, and AED
KINES 50 Teaching Aide
KINES 53 Principles of Health and Wellness
KINES 80 Intro to Applied Kinesiology and Anatomy
KINES 81 Intro to Exercise Physiology
KINES 82 Exercise Assessment and Prescription
KINES 83 Techniques of Fitness Instruction

Complete any combination totaling at least 3.0 units from the following:
BMK 50 Marketing
BMK 51 Principles of Selling
KINES 4 Care and Prevention of Athletic Injuries
KINES 59 Psychological Aspects of Sport Performance

Complete any combination totaling at least 1.0 units from the following:
KFIT 1.1 Beginning Aerobic Dance
KFIT 1.2 Intermediate Aerobic Dance
KFIT 2.1 Beginning Step Aerobics
KFIT 2.2 Intermediate Step Aerobics
KFIT 3.1 Beginning Body Conditioning
KFIT 3.2 Intermediate Body Conditioning
KFIT 3.3 Advanced Body Conditioning
KFIT 5.1 Beginning Pilates Mat
KFIT 5.2 Intermediate Pilates Mat
KFIT 6.1 Beginning Yoga
KFIT 6.2 Intermediate Yoga
KFIT 7.1 Beginning Circuit Training
KFIT 7.2 Circuit Training Intermediate
KFIT 8.1 Weight Lifting with Free Weights
KFIT 10.1 Resistance Training
KFIT 11.1 Periodized Weight Training

Floral Design
Program of Study Code: 003132
Term Effective: Fall 2015
18.0 Units
(707) 527-4395
srjccertificate003132@santarosa.edu

Program Requirements:
The Floral Design Certificate of Achievement prepares students for work in the floral design industry. Flower care and handling, basic design, use of seasonal, dry, silk, or exotic plant materials, floral decoration, and special occasion arrangement are some of the skills and topics covered in the program.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Name and properly use the tools and mechanics in floral design;
2. demonstrate proper standards of care and handling of fresh floral materials;
3. create fresh floral arrangements and distinguish between the different types of design styles; and
4. demonstrate an entry level knowledge of retail flower shop operation.

Floral Design Requirements - complete 18.0 units
FLORS 101 Floral Design
FLORS 102 Intermediate Floral Design
FLORS 103 Advanced Floral Design
FLORS 106 European & Advanced Contemporary Floral Design
FLORS 107 Flowers to Wear and Carry
FLORS 108 Display and Merchandising for Retail Florists
FLORS 112 Wedding Design
FLORS 113 Floral Tributes

Other Essential Program Information:
KINES 50 should be taken for 1 unit only.
Student must complete at least one unit from the KFIT courses listed.
WEOC 99I MUST be taken for one unit of Occupational Work Experience Internship. 75 hours (paid) or 60 hours (unpaid). One unit is the minimum requirement for this program.
Geospatial Technology

Program of Study Code: 003003
Term Effective: Fall 2016
23.5 Units
(707) 527-4376
srjccertificate003003@santarosa.edu

Program Requirements:
The Geospatial Technology Certificate of Achievement and degree prepares students for variety of technical positions in many different professions. Geospatial Technology incorporates new technology with traditional disciplines by mapping and analyzing things that exist and events that happen on earth.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Define and describe geospatial terminology, methods, procedures, standards and technology;
2. Create, edit and analyze geographic, spatial and remotely sensed data;
3. Communicate clearly and effectively in oral, written and graphic formats;
4. Prepare layouts, reports, charts and graphs to support different geospatial applications;
5. Produce finished quality maps representing a basic analysis, a basic survey or a basic scale-based, descriptive, diagrammatic summary;
6. Create a Geographic Information System (GIS) map following standard cartographic principles which can be utilized within a professional portfolio;
7. Demonstrate analytical, critical thinking and decision-making skills in geographic information science and technology; and
8. Describe the influence/effect that geospatial science and technology has on the local, regional, national and global communities.

Geospatial Technology Core Requirements - complete 20.5 units
APTECH 191  Problem Solving in Civil Engineering Technology
CEST 192  Non-Technical Skills for the Civil Engineering Technician
GEOG 4  Physical Geography
GIS 40  Introduction to Geographic Information Systems (GIS)
GIS 51  Intermediate Geographic Information Systems (GIS)
GIS 52  Advanced Geographic Information Systems (GIS)
GIS 54  Data Acquisition in Geographic Information Systems (GIS)

Geospatial Technology Elective Requirements - complete 3.0 units
Complete any combination totaling at least 3.0 units from the following:
GIS 53  Cartography in Geographic Information Systems (GIS)
GIS 55  GIS Applications for Earth Sciences
GIS 56  GIS Applications in Land Use Planning
NRM 87  Geographic Info. Systems Applications in Natural Resources

Graphic Design

Program of Study Code: 003036
Term Effective: Fall 2014
36.0 Units
(707) 527-4778
srjccertificate003036@santarosa.edu

Program Requirements:
The Graphic Design Certificate of Achievement is a two-year program designed to provide students with entry-level skills for business or industry in the field of graphic design, and is structured to provide a practical, hands-on experience in graphic fundamentals. The program addresses basic design principles, layout techniques, professional typographic treatments, computer applications, digital illustration, computer production techniques, offset printing requirements, and business practices.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Develop professional level communication visuals from initial concept all the way through printed materials using design principles, an understanding of graphic design history, typographic knowledge, hand mock-up and illustration skills, advanced computer skills using the Adobe Suite, and pre press knowledge;
2. Set-up and manage a one person freelance studio complying with governmental regulations, estimating projects, writing up proposals, negotiating with clients, keeping records, billing clients, and managing finances; and
3. Create and present a professional portfolio of at least fifteen finished projects to potential employers and clients using professional level interviewing skills and well designed collateral materials.

Graphic Design Certificate Requirements - complete 36.0 units
Complete any combination totaling at least 36.0 units from the following:
CS 70.11A  Adobe Photoshop 1
CS 72.11A  Adobe InDesign 1
GD 15  History of Graphic Design
GD 20  Introduction to Typography and Letterforms
GD 51  Introduction to Graphic Design: Visual Basics
GD 52  Rapid Viz: Drawing Techniques for the Designer
GD 53  Design Techniques in Illustrator

Home Health Aide

Program of Study Code: 005077
Term Effective: Fall 2014
1.5 Units
(707) 527-4272
srjccertificate005077@santarosa.edu

Program Requirements:
The Home Health Aide Skills Certificate provides over 400 hours of lecture, skills lab, and clinical
Certificates: Hospitality: Front Office Management

Practice, and prepares students for work in skilled nursing facilities or residences. The program duration is 2 weeks, 4-5 days per week. Clinical hours are held in a skilled nursing facility. The program prepares students to take the competency examination for the Home Health Aide certificate issued by the California State Department of Health Services.

Upon completion of the program, students will be able to:
1. Meet State of California requirements for eligibility to take Home Health Aide (HHA) examination.
2. Demonstrate knowledge, skills and abilities expected of an entry-level HHA.

Home Health Aide Requirements - complete 1.5 units

NRA 1508  Home Health Aide

Hospitality: Front Office Management

Program of Study Code: 003335
Term Effective: Fall 2015
16.0 Units
(707) 527-4486
srjccertificate003335@santarosa.edu

Program Requirements:
The Hospitality: Front Office Management certificate provides a solid base of world-class customer service training, supervisory skills and industry-specific topics.

Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate analytical, quantitative, and computer skills necessary to work in the hospitality field;
2. Apply necessary skills required for managing the complex human interactions and communication that takes place in the hospitality industry; and
3. Demonstrate the ability to effectively provide customer service to clients.

Hospitality: Front Office Management Core Requirements - complete 13.0 units

BAD 52  Human Relations in Organizations
HOSP 50  Introduction to Tourism in Sonoma County
HOSP 53  Customer Service
HOSP 54  Customer Relations for the Hospitality Industry
HOSP 63  Introduction to the Hotel Industry
HOSP 80  Introduction to Hospitality

Hospitality: Front Office Management Elective Requirement - complete 3.0 units

Complete any combination totaling at least 3.0 units from the following:
BAD 99  Business Administration Occupational Work Experience
BGN 111  Soft Skills for Business
BGN 112  Marketing Your Skills
BTK 50  Marketing
BTK 51  Principles of Selling
BTK 54  Advertising
BTK 57  Introduction to Public Relations
BTK 59  Consumer Behavior
CUL 222  A Culinary Tour of Sonoma County
CUL 256.S  Wine Appreciation
WINE 70  Wine Component Tasting
WINE 102  Wines in the Global Marketplace - Retail Sales
WINE 111  Sonoma County American Viticulture Areas
WINE 130  Wine Service and Hospitality
WINE 131  Wine Industry Event Planning

Hospitality: Wine Tasting Service

Program of Study Code: 005071
Term Effective: Fall 2016
8.5 Units
(707) 528-4627
srjccertificate005071@santarosa.edu

Program Requirements:
This skills certificate provides the student with a clear pathway for being hired for wine sales and hospitality services in the winery industry in California. This industry has explicitly requested this program to help provide more qualified and skilled workers. In addition to the skills and knowledge of working in a winery tasting room, the students will gain expertise in soft skills and customer service which can provide a pathway to promotion.

Program Student Learning Outcomes
Upon successful completion of this skills certificate, the student will be able to:
1. Provide effective, accurate and world-class customer service in the hospitality field.
2. Demonstrate the ability to effectively sell product and promote wine clubs to maximize profit.
3. Educate guests about wine production, wine history and wine service.
4. Exhibit a wide knowledge of restaurants, other wineries, events, tourist attractions, and overall culture of Sonoma County.

Hospitality: Wine Tasting Service Requirements - complete 8.5 units

HOSP 50  Introduction to Tourism in Sonoma County
HOSP 53  Customer Service
HOSP 54  Customer Relations for the Hospitality Industry
CUL 256.S  Wine Appreciation
WINE 111  Sonoma County American Viticulture Areas
WINE 130  Wine Service and Hospitality
WINE 131  Wine Industry Event Planning

Human Services: Advocacy

Program of Study Code: 003196
Term Effective: Fall 2012
37.5 Units
(707) 522-2776
srjccertificate003196@santarosa.edu

Program Requirements:
The Human Services Advocacy Certificate of Achievement program is an interdisciplinary approach to understanding the skills needed in human rights advocacy. This program prepares students to work in a community setting at an entry level.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate an understanding of the human services field and its operational function in relation to client services; and
2. Examine and perform various human service roles within the profession incorporating counseling skills, ethical principles and sensitivity to diversity;
3. Demonstrate ability to use research tools to locate and evaluate information that can be applied to the human services field; and
4. Demonstrate an understanding of theoretical principles in the behavioral sciences to help address the needs of human services clients.

Human Services: Advocacy Core Requirements - complete 28.5 units

AODS 90  Introduction to Alcohol and Drug Studies
COUN 74  Identity and Cultural Diversity
COUN 87  Ethical Issues in Human Services
COUN 90  Introduction to Human Services
COUN 91  Skills and Techniques in Human Services
COUN 93  Introduction to Case Management
COUN 991  Occupational Work Experience Human Services Internship

Complete any combination totaling at least 3.0 units from the following:

COUN 92  Introduction to Group Counseling
COUN 94  Introduction to Crisis Counseling
COUN 96  Disability and Society

Complete any combination totaling at least 3.0 units from the following:

CHLD 10  Child Growth and Development
PSYCH 4  Child and Adolescent Psychology
PSYCH 56  Aging, Dying and Death

Complete any combination totaling at least 3.0 units from the following:

PSYCH 1A  General Psychology
PSYCH 5  Abnormal Psychology

Advocacy Emphasis Requirements - complete 9.0 units

COUN 95  Advocating for Social Change

Complete any combination totaling at least 6.0 units from the following:

AJ 25  Community Relations
AJ 53  Juvenile Procedures
AJ 56  Crime and Criminal Justice in Society
AJ 71  Correctional Interviewing & Counseling
Human Services: Alcohol and Drug

Program of Study Code: 003194
Term Effective: Spring 2011
46.5 Units
(707) 524-1701
srjccertificate003194@santarosa.edu

Program Requirements:
The Human Services: Alcohol and Drug Certificate of Achievement provides the educational component necessary for certification as a Certified Addiction Treatment Specialist through the California Association of Alcohol and Drug Educators (CAADE). Students completing the coursework are eligible to sit for the certifying exam to become a Certified Addiction Treatment Specialist.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate an understanding of the human services field and its operational function in relation to client services;
2. Examine and perform various human service roles within the profession incorporating counseling skills, ethical principles and sensitivity to diversity;
3. Demonstrate ability to use research tools to locate and evaluate information that can be applied to the human services field;
4. Demonstrate an understanding of theoretical principles in the behavioral sciences to help address the needs of human services clients; and
5. Identify the essential components of alcohol and drug addiction and employ the tools and skills needed to work with clients in treatment centers.

Human Services Core Requirements - complete 34.5 units
- COUN 74: Identity and Cultural Diversity
- COUN 87: Ethical Issues in Human Services
- COUN 90: Introduction to Human Services
- COUN 91: Skills and Techniques in Human Services
- COUN 92: Introduction to Group Counseling
- COUN 93: Introduction to Case Management
- COUN 94: Intervention/Crisis Counseling Training
- COUN 96: Disability and Society
- AODS 90: Introduction to Alcohol and Drug Studies

Complete any combination totaling at least 3.0 units from the following:
- COUN 99I: Occupational Work Experience Human Services Internship
- WEOC 99I: Occupational Work Experience Internship

Alcohol & Drug Emphasis Requirements - complete 12.0 units
- AODS 91: Prevention and Education on Alcohol and Drugs
- AODS 92: Pharmacological & Physiological Effects of Alcohol & Drugs
- AODS 93: Rehabilitation of Alcohol & Drug Problems
- COUN 99I: Occupational Work Experience Human Services Internship

Complete any combination totaling at least 3.0 units from the following:
- CHILD 10: Developmental Stages of Childhood
- PSYCH 4: Child and Adolescent Psychology
- PSYCH 56: Aging, Dying and Death

Other Essential Program Information:
It is strongly recommended that students complete COUN 91 and COUN 99I in the final semester of taking the core requirements. COUN 10, COUN 92, COUN 94, COUN 96, PSYCH 4, PSYCH 5 and PSYCH 56 can only count once.

Interior Design: Commercial

Program of Study Code: 003266
Term Effective: Spring 2013
81.0 Units
(707) 527-4395
srjccertificate003266@santarosa.edu

Program Requirements:
The Interior Design: Commercial Certificate of Achievement prepares students to work as a full-service interior designer, own his or her own design firm, work for a commercial interior design firm, or an architect firm, a development company, or as a space planner or facility manager for a large corporation.

Interior Design: Commercial Requirements - complete 81.0 units
- ART 7A: Drawing and Composition
- ART 83: Lighting Design
- ART 114: Computerized Business Management for Interior Design
- ART 122: Kitchen and Bath Design
- ART 128: Barrier Free Interior Design
- ART 130: History of Furniture 2
- ART 132: Furniture and Product Design
- ART 135: Working Drawings for Interior Design
- ART 136: Interior Design Studio
- ART 137: Commercial Design
- ART 138: International Practices in Interior Design
- ART 140: Portfolios for Interior Design
- ART 151: Interior Design Project Management
- SPCH 1A: Introduction to Public Speaking

Complete any combination totaling at least 6.0 units from the following:
- ART 2.1: History & Aesthetic Appreciation of Prehistoric - Gothic Art
- ART 2.2: History and Appreciation of Late Gothic to Impressionist Art
- ART 2.3: History and Appreciation of Modern Art
- ART 3: Introduction to Art and Design
- ART 4: Principles of Color
- APTECH 46: Introduction to Computer-Aided Drafting
- APTECH 56: Professional Practices for Interior Design
- INDE 62.1: History of Furniture 1
- INDE 63: Interior Products, Materials, and Lighting
- INDE 64.1: Professional Practices for Interior Design
- INDE 67: Interior Illustration and Rendering
- INDE 83: Lighting Design
- INDE 114: Computerized Business Management for Interior Design
- INDE 122: Kitchen and Bath Design
- INDE 128: Barrier Free Interior Design
- INDE 131: History of Furniture 2
- INDE 132: Furniture and Product Design
- INDE 135: Working Drawings for Interior Design
- INDE 136: Interior Design Studio
- INDE 137: Commercial Design
- INDE 138: International Practices in Interior Design
- INDE 140: Portfolios for Interior Design
- INDE 151: Interior Design Project Management
- SPCH 1A: Introduction to Public Speaking

Complete any combination totaling at least 6.0 units from the following:
- ART 5: Three Dimensional Design
- ART 7A: Drawing and Composition
Certificates:  Interior Design: Retail Merchandising

Program of Study Code: 003264
Term Effective: Spring 2013
24.0 Units
(707) 527-4395
srjccertificate003264@santarosa.edu

Program Requirements:
The Interior Design: Retail Merchandising Certificate of Achievement prepares students for employment in a number of interior retail merchandising areas such as, home accessory, countertop surface, wholesale design, do-it-yourself merchandise, floorcoverings, furniture, lighting, paint, and wallcoverings.

Interior Design: Retail Merchandising Requirements - complete 24.0 units
FASH 8  Introductory Textiles for Modern Usage
These are entry-level positions in lawoffices that require employees to have some understanding of the field of law.

**Legal Office Support Requirements - complete 14.5 units**

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<tbody>
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<td>BGN 71</td>
<td>Business English Grammar</td>
</tr>
<tr>
<td>BGN 102</td>
<td>Typing-Skill Building</td>
</tr>
<tr>
<td>BGN 110</td>
<td>Exploring Business Careers</td>
</tr>
<tr>
<td>BGN 111</td>
<td>Soft Skills for Business</td>
</tr>
<tr>
<td>BOT 85.1</td>
<td>Legal Professions</td>
</tr>
<tr>
<td>BOT 205</td>
<td>Basic Filing</td>
</tr>
<tr>
<td>CS 60.11A</td>
<td>Microsoft Word, Part 1</td>
</tr>
</tbody>
</table>

Complete any combination totaling at least 3.0 units from the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BOT 85.4</td>
<td>Civil Litigation Practices and Procedures</td>
</tr>
<tr>
<td>BOT 85.5</td>
<td>Discovery Practices and Procedures</td>
</tr>
<tr>
<td>BOT 156</td>
<td>Legal Office Procedures</td>
</tr>
</tbody>
</table>

**Legal Secretary**

Program of Study Code: 003223
Term Effective: Fall 2013

30.0 Units
(707) 521-7986
srjccertificate003223@santarosa.edu

**Program Requirements:**
The Legal Secretary Certificate of Achievement prepares the student for employment in a private law office as well as legal departments of business firms, banks, insurance companies, financial institutions, and many government agencies including the court system.

**Legal Secretary Requirements - complete 30.0 units**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BGN 71</td>
<td>Business English Grammar</td>
</tr>
<tr>
<td>BGN 102</td>
<td>Typing-Skill Building</td>
</tr>
<tr>
<td>BGN 110</td>
<td>Exploring Business Careers</td>
</tr>
<tr>
<td>BGN 111</td>
<td>Soft Skills for Business</td>
</tr>
<tr>
<td>BGN 112</td>
<td>Marketing Your Skills</td>
</tr>
<tr>
<td>BOT 85.1</td>
<td>Legal Professions</td>
</tr>
<tr>
<td>BOT 85.4</td>
<td>Civil Litigation Practices and Procedures</td>
</tr>
<tr>
<td>BOT 85.5</td>
<td>Discovery Practices and Procedures</td>
</tr>
<tr>
<td>BOT 156</td>
<td>Legal Office Procedures</td>
</tr>
<tr>
<td>BOT 99.3I</td>
<td>Office Procedures for the 21st Century</td>
</tr>
</tbody>
</table>

Note: BOT 99.3I should be taken in the final semester of the program and must be taken for a minimum of 2 units.

**Other Essential Program Information:**
In order to receive this certificate, all courses must be completed with a grade of C or better.

New students should consult an Administration of Justice Program Advisor.

Note: It is recommended that career Law Enforcement persons consider enrolling in District Police Campus Patrol courses for experience in the field. Interested students should contact the District Police Chief for more information.

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**Certificates:**

**Machine Tool Technology: Basic CNC Lathe**

Program of Study Code: 003293
Term Effective: Fall 2013

7.0 Units
(707) 527-4488
srjccertificate003293@santarosa.edu

**Program Requirements:**
The Machine Tool Technology Certificate of Achievement offers both theoretical and hands-on training related to lathes, vertical mills, drill press, hand tools, Computer Numeric Control (CNC) lathes and mills, and Computer Aided Machining (CAM).

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:

1. Demonstrate safe operation of hand tools, power tools and specialized machine shop tools and equipment;
2. Demonstrate the set up and operation of manual lathes and mills;
3. Interpret CNC (Computer Numeric Control) programming language;
4. Accurately analyze and interpret blueprints and create part(s) to specifications;
5. Interpret blueprints and GD&T (Geometric Dimensioning & Tolerancing) symbols in order to verify dimensions of a machine part; and
6. Describe applications of design, manufacturing, and fabrication applicable to non-ferrous metals.

**Machine Tool Technology Requirements - complete 27.0 units**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>APTECH 46</td>
<td>Introduction to Computer-Aided Drafting</td>
</tr>
<tr>
<td>IED 190</td>
<td>Industrial Mathematics</td>
</tr>
<tr>
<td>MACH 51A</td>
<td>Beginning Machine Tool Technology</td>
</tr>
<tr>
<td>MACH 51B</td>
<td>Advanced Machine Tool Technology</td>
</tr>
<tr>
<td>MACH 61.1</td>
<td>Ferrous Metallurgy</td>
</tr>
<tr>
<td>MACH 61.2</td>
<td>Non-Ferrous Metallurgy</td>
</tr>
<tr>
<td>MACH 80A</td>
<td>Introduction to Computer Numeric Control Lathe</td>
</tr>
<tr>
<td>MACH 80B</td>
<td>Introduction to Computer Numeric Control Mill</td>
</tr>
<tr>
<td>WELD 70</td>
<td>Beginning Welding: Fundamentals</td>
</tr>
</tbody>
</table>

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**Machine Tool Technology:**

Basic CNC Lathe

Program of Study Code: 003293
Term Effective: Fall 2013

7.0 Units
(707) 527-4488
srjccertificate003293@santarosa.edu

**Program Requirements:**
The Machine Tool Technology Certificate of Achievement prepares the student to seek employment as administrative support staff in law-related offices. In addition to the professional law office staff, legal-related offices seek employees who can assist the legal secretary, paralegals, attorneys, and others to complete office tasks.

Program Student Learning Outcomes
Upon completion of the certificate, students will be able to:
1. Grind a tool bit into a right handed turning tool utilizing a pedestal grinder and a piece of high speed steel (H.S.S.),
2. write a program using G(General Function) and M(Miscellaneous Function) codes; and
3. describe the differences between X, Y, and Z axis.

**Basic CNC Mill Requirements - complete 7.0 units**
- MACH 51A: Beginning Machine Tool Technology
- MACH 80A: Introduction to Computer Numeric Control Lathe

**Other Essential Program Information:**
Certificate will be awarded upon successful completion of all courses with a grade of “C” or better.

### Machine Tool Technology: Basic Manual Machine Tool Technology

**Program of Study Code:** 005044
**Term Effective:** Fall 1981
**4.0 Units**

(707) 527-4488
srjccertificate005044@santarosa.edu

**Program Requirements:**

**Program Student Learning Outcomes:** Upon completion of the certificate, students will be able to:
1. Grind a tool bit into a right handed turning tool utilizing a pedestal grinder and a piece of high speed steel (H.S.S.),
2. write a program using G(General Function) and M(Miscellaneous Function) codes; and
3. describe the differences between X, Y, and Z axis.

**Basic Manual Machine Tool Technology Requirements - complete 4.0 units**
- MACH 51A: Beginning Machine Tool Technology
- MACH 51B: Advanced Machine Tool Technology

**Other Essential Program Information:**
Certificate will be awarded upon successful completion of all courses with a grade of “C” or better.

### Medical Assisting: Administrative and Clinical

**Program of Study Code:** 003155
**Term Effective:** Fall 2014
**49.5 Units**

(707) 527-4272
srjccertificate003155@santarosa.edu

**Program Requirements:**
The Medical Assisting: Administrative and Clinical Certificate of Achievement prepares students for work in physicians’ offices, medical clinics, hospital outpatient clinics, health agencies, and educational institutions. Students completing the program will be eligible to take the California Examination for Certified Medical Assistants. This program provides training in both administrative (front office) and clinical (back office) skills.

**Medical Assisting Core Requirements - complete 20.5 units**
- CS 60.11A: Microsoft Word, Part 1
- HLC 160: Medical Terminology
- MA 160: Introduction to Medical Office Practice
- MA 161: Law and Ethics for Medical Assistants
- MA 162: Disease Processes
- MA 171: Electronic Health Records in the Medical Office Setting
- PSYCH 1A: General Psychology

Complete any combination totaling at least 3.0 units from the following:
- ANAT 58: Introduction to Human Anatomy
- ANAT 140: Fundamentals of Anatomy and Physiology
- HLC 140: Health Care Implications of Anatomy and Physiology

**Medical Assisting: Administrative and Clinical - complete 29.0 units**
- MA 163A: Clinical Procedures 1
- MA 163AL: Clinical Experience 1
Medical Assisting: Clinical
Program of Study Code: 003157
Term Effective: Fall 2014
40.0 Units
(707) 527-4272
srjccertificate003157@santarosa.edu

Program Requirements:
The Medical Assisting: Clinical Certificate of Achievement prepares students for work in physicians' offices, medical clinics, hospital outpatient clinics, health agencies, and educational institutions. Students completing the program will be eligible to take the California Examination for Certified Medical Assistants. This program provides training in clinical (back office) skills.

Medical Assisting Core Requirements - complete 20.5 units
CS 60.11A Microsoft Word, Part 1
HLC 160 Medical Terminology
MA 160 Introduction to Medical Office Practice
MA 161 Law and Ethics for Medical Assistants
MA 162 Disease Processes
MA 171 Electronic Health Records in the Medical Office Setting

PSYCH 1A General Psychology

Complete any combination totaling at least 3.0 units from the following:
ANAT 58 Introduction to Human Anatomy
ANAT 140 Fundamentals of Anatomy and Physiology

and

HLC 140 Health Care Implications of Anatomy and Physiology

Medical Assisting: Clinical Requirements - complete 19.5 units
MA 163A Clinical Procedures 1
MA 163AL Clinical Experience 1
MA 163B Clinical Procedures 2
MA 163BL Clinical Experience 2
MA 164 Laboratory Techniques
MA 165 Pharmacology & Administration of Medications
MA 166.4 Externship: Clinical Medical Assisting

Other Essential Program Information:
All courses must be completed with a "C" or better to receive the certificate.

Natural Resource Management
Program of Study Code: 003277
Term Effective: Summer 2012
15.0 Units
(707) 527-4408
srjccertificate003277@santarosa.edu

Program Requirements:
The Natural Resource Management Skills Certificate is designed for individuals who have a background or experience in natural resources, and who wish to acquire specific skills and knowledge necessary for successful job performance in the field of natural resource management.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Identify and discuss historical approaches to Natural Resource Management in the U.S.;
2. Develop and use vocabulary for the protection, cultivation and management of wildlands;
3. Discuss economic benefits to protecting healthy watershed characteristics including: recreation opportunities, biological diversity, species richness and clean water;
4. Critically analyze and apply research and extension work in the field of forestry and NRM;
5. Identify and employ sustainable forestry practices strategies and characteristics for harvesting, logging, and wood conversion.

Natural Resource Management Requirements - complete 15.0 units
Complete any combination totaling at least 15.0 units from the following:
AGRI 60 Soil & Plant Nutrition
NRM 51 Wildland Trees and Shrubs
NRM 70 Forest Practices
NRM 72 Forest Fire Control & Its Use
NRM 73 Introduction to Forest Measurements
NRM 84 Introduction to Fish and Wildlife Conservation
NRM 85 Forest Hydrology and Watershed Management
NRM 86 Watershed Monitoring and Assessment
NRM 91 Rangeland Management
NRM 103 Restoring Native Habitats
NRM 141 Beginning Rock Climbing and Climbing Safety
Certificates: Natural Resources: Parks and Recreation Management

Natural Resources: Parks and Recreation Management

Program of Study Code: 003275
Term Effective: Fall 2015
33.0 Units
(707) 527-4408
srjccertificate003275@santarosa.edu

Program Requirements:
The Natural Resources: Parks and Recreation Certificate of Achievement provides training for technician level positions in visitor information services, and forest recreation, maintenance, resource protection and public safety in our local, state, and federal parks and forests.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Apply knowledge of specific skills and abilities in obtaining a Park Ranger position with a County, State or National Park;
2. Use customer service, communication, interpersonal and analytical skills to make successful park visitor contacts resulting in a positive visitor experience;
3. Recognize and differentiate recreational opportunities provided by numerous recreational entities and evaluate the success of those opportunities;
4. Develop skills in designing, planning and managing parks, providing a wide variety of recreational programs to our communities.

Natural Resources Core Requirements - complete 18.0 units

- NRM 67 Recreation Facility Management
- NRM 85 Forest Hydrology and Watershed Management
- NRM 86 Watershed Monitoring and Assessment
- NRM 87 Geographic Info. Systems Applications in Natural Resources
- NRM 88 Watershed Ecology and Restoration
- NRM 91 Rangeland Management
- NRM 103 Restoring Native Habitats
- NRM 131 Park and Forest Trails Maintenance and Reconstruction
- NRM 132 Chainsaw Safe Operation and Care
- NRM 141 Beginning Rock Climbing and Climbing Safety
- NRM 142 Orienteering for Wilderness Users

Other Essential Program Information:
Students who elect to take more than three courses from the Forest Management Emphasis Requirements course list can use the additional course(s) to partially satisfy the Forest Management Elective Requirement.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Identify and discuss the physical and biological processes of watersheds;
2. Examine and identify fundamental concepts of the hydrologic cycle;
3. Recommend principles for protection, management, and monitoring watersheds in California;
4. Measure, monitor, and assess watershed health in North Coast and other regional streams;
5. Identify and describe specific habitat factors limiting fish production;
6. Identify, evaluate, and develop suitable restoration work plans; and
7. Apply broad-based theories and applications in the watershed management field to solve problems and address issues in the profession.

Natural Resources Core Requirements - complete 18.0 units

- AGBUS 2 Agricultural Computer Applications
- NRM 12 Introduction to Environmental Conservation
- NRM 51 Wildland Trees and Shrubs
- NRM 84 Introduction to Fish and Wildlife Conservation
- NRM 85 Forest Hydrology and Watershed Management
- NRM 86 Watershed Monitoring and Assessment
- NRM 87 Geographic Info. Systems Applications in Natural Resources
- NRM 88 Watershed Ecology and Restoration
- NRM 91 Rangeland Management
- NRM 103 Restoring Native Habitats
- NRM 111 Orientation to Natural Resources / Park Management Practices

Watershed Management Emphasis Requirements - complete 9.0 units

Complete any combination totaling at least 9.0 units from the following:

- BAD 52 Human Relations in Organizations
- CS 72.11A Adobe InDesign 1
- CS 72.11B Adobe InDesign 2
- CS 72.11C Adobe InDesign 3
- NRM 70 Forest Practices
- NRM 72 Forest Fire Control and Its Use
- NRM 73 Introduction to Forest Measurements
- NRM 80 Environmental Policy for Resource Managers
- NRM 85 Forest Hydrology and Watershed Management
- NRM 86 Watershed Monitoring and Assessment
- NRM 87 Geographic Info. Systems Applications in Natural Resources
- NRM 88 Watershed Ecology and Restoration
- NRM 91 Rangeland Management
- NRM 103 Restoring Native Habitats
- NRM 131 Park and Forest Trails Maintenance and Reconstruction
- NRM 132 Chainsaw Safe Operation and Care
- NRM 141 Beginning Rock Climbing and Climbing Safety
- NRM 142 Orienteering for Wilderness Users

Other Essential Program Information:
Students who elect to take more than three courses from the Parks and Recreation Management Emphasis Requirements course list can use the additional course(s) to partially satisfy the Parks and Recreation Management Elective Requirement.

Natural Resources: Watershed Management

Program of Study Code: 003276
Term Effective: Fall 2015
33.0 Units
(707) 527-4408
srjccertificate003276@santarosa.edu

Program Requirements:
The Natural Resources: Watershed Management Certificate of Achievement is designed to provide students with knowledge and skills related to the protection, restoration, and functions of watersheds. The focus of study will be on the “ecosystem” approach to watershed management and cooperation with other wildland users.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Identify and discuss the physical and biological processes of watersheds;
2. Examine and identify fundamental concepts of the hydrologic cycle;
3. Recommend principles for protection, management, and monitoring watersheds in California;
4. Measure, monitor, and assess watershed health in North Coast and other regional streams;
5. Identify and describe specific habitat factors limiting fish production;
6. Identify, evaluate, and develop suitable restoration work plans; and
7. Apply broad-based theories and applications in the watershed management field to solve problems and address issues in the profession.

Natural Resources Core Requirements - complete 18.0 units

- AGBUS 2 Agricultural Computer Applications
- NRM 12 Introduction to Environmental Conservation
- NRM 51 Wildland Trees and Shrubs
- NRM 84 Introduction to Fish and Wildlife Conservation
- NRM 85 Forest Hydrology and Watershed Management
- NRM 86 Watershed Monitoring and Assessment
- NRM 87 Geographic Info. Systems Applications in Natural Resources
- NRM 88 Watershed Ecology and Restoration
- NRM 91 Rangeland Management
- NRM 103 Restoring Native Habitats
- NRM 111 Orientation to Natural Resources / Park Management Practices

Watershed Management Elective Requirements - complete 6.0 units

Complete any combination totaling at least 6.0 units from the following:

- BAD 52 Human Relations in Organizations
- CS 72.11A Adobe InDesign 1
- CS 72.11B Adobe InDesign 2
- CS 72.11C Adobe InDesign 3
- NRM 70 Forest Practices
- NRM 72 Forest Fire Control and Its Use
- NRM 73 Introduction to Forest Measurements
- NRM 80 Environmental Policy for Resource Managers
- NRM 85 Forest Hydrology and Watershed Management
- NRM 86 Watershed Monitoring and Assessment
- NRM 87 Geographic Info. Systems Applications in Natural Resources
- NRM 88 Watershed Ecology and Restoration
- NRM 91 Rangeland Management
- NRM 103 Restoring Native Habitats
- NRM 111 Orientation to Natural Resources / Park Management Practices
Office Assistant
Program of Study Code: 003115
Term Effective: Fall 2013
12.5 Units
(707) 527-4435
srjccertificate003115@santarosa.edu

Program Requirements:
The Office Assistant Skills Certificate prepares the student for employment in a clerical type position. The program includes skill building in communication, team work, project management, and problem solving skills.

Office Assistant Requirements - complete 12.5 units
BGN 71 Business English
BGN 102 Typing-Skill Building
BGN 203 Self-Paced 10-Key Numeric Keypad
BGN 110 Exploring Business Careers
BGN 111 Soft Skills for Business
BGN 205 Basic Filing
CS 60.11A Microsoft Word, Part 1
CS 61.11A Microsoft Excel, Part 1

Paramedic
Program of Study Code: 003160
Term Effective: Fall 2015
53.3 Units
(707) 836-2907
srjccertificate003160@santarosa.edu

Program Requirements:
The Paramedic Certificate of Achievement program provides technical and practical knowledge and skills to meet the requirements of the California Administrative Code to gain certification as a paramedic by the California State Emergency Medical Services Authority. Students must be 18 years of age by course completion to become certified.

Upon successful completion of this certificate, the student will be able to:
1. Complete the National Registry written exam;
2. Complete the National Registry Skills Exam; and
3. Demonstrate professional behavior consistent with criteria for employment as a licensed paramedic.

Program Selection Process:
Please see the Public Safety department website for more information about entering the program. A current EMT-1 certificate is required to enter this program.

Paramedic Prerequisites - complete 11.8 units
ANAT 40 Introduction to Human Anatomy and Physiology
EMC 103 Emergency Medical Technician Basic
EMC 109 Introduction to Paramedic
EMC 114 Basic Arrhythmia Recognition Course

Paramedic Certificate Core Requirements - complete 41.5 units
EMC 115 Advanced Interpretation of Arrhythmias and 12-Lead EKG
EMC 130A Paramedic I – Introduction to Advanced Pre-hospital Care
EMC 130B Paramedic II – Medical Emergencies
EMC 130C Paramedic III – Pediatric Emergencies
EMC 130D Paramedic IV – Trauma Emergencies
EMC 131A Paramedic Clinical Practicum I
EMC 131B Paramedic Clinical Practicum II
EMC 132 Paramedic Field Practicum

Other Essential Program Information:
Students who elect to take more than three courses from the Watershed Management Emphasis Requirements course list can use the additional course(s) to partially satisfy the Watershed Management Elective Requirement.

Certificates: Penal Code 832 Powers of Arrest
Program of Study Code: 005029
Term Effective: Fall 1995
1.5 Units
(707) 836-2912
srjccertificate005029@santarosa.edu

Program Requirements:
Penal Code 832 Powers of Arrest

Parks and Recreation Management
Program of Study Code: 003278
Term Effective: Summer 2012
15.0 Units
(707) 527-4408
srjccertificate003278@santarosa.edu

Program Requirements:
The Park and Recreation Management Skills Certificate is designed for individuals who have a background or experience in natural resources, and who wish to acquire specific skills and knowledge necessary for successful job performance in the field of park and recreation management. The program provides training for technician level positions in visitor information services, and forest recreation, maintenance, resource protection and public safety in our local, state, and federal parks and forests.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Apply knowledge of specific skills and abilities in obtaining a Park Ranger position with a County, State or National Park;
2. Use customer service, communication, interpersonal and analytical skills to make successful park visitor contacts resulting in a positive visitor experience;
3. Recognize and differentiate recreational opportunities provided by numerous recreational entities and evaluate the success of those opportunities;
4. Develop skills in designing, planning and managing parks, providing a wide variety of recreational programs to our communities; and
5. Describe habitat inventory procedures, evaluate completed and planned restoration projects and apply prescriptions for repair/ restoration of ecological systems.

Program Selection Process:
The program sequence typically begins in the fall with NRM 60; however, a student may choose to begin the program by enrolling in required courses offered in the spring semester.

Parks and Recreation Management - complete 15.0 units
Complete any combination totaling at least 15.0 units from the following:
NRM 60 Introduction to Outdoor Recreation
NRM 61 Outdoor Recreation Management
NRM 63 Park Interpretation
NRM 67 Recreation Facility Management
NRM 72 Forest Fire Control & Its Use
NRM 84 Introduction to Fish and Wildlife Conservation

Other Essential Program Information:
The program sequence typically begins in the fall with NRM 60; however, a student may choose to begin the program by enrolling in required courses offered in the spring semester.

Penal Code 832 Powers of Arrest
Program of Study Code: 005029
Term Effective: Fall 1995
1.5 Units
(707) 836-2912
srjccertificate005029@santarosa.edu

Program Requirements:
This single-course Skills Certificate is an introduction to criminal law, laws of arrest, search and seizure and basic law enforcement principles and practices. It fulfills the arrest component of the training mandated by California Penal Code Section 832 (PC 832) for employment as a peace officer. The course is certified by the California Commission on Peace Officer Standards and Training (POST) and the State Standards and...
Certificates: Pharmacy Technician

Training for Corrections Program (STC). Penal Code 832 Powers of Arrest - complete 1.5 units
AJ 221.9 Penal Code 832 Powers of Arrest

Pharmacy Technician
Program of Study Code: 003251
Term Effective: Fall 2016
25.5 Units
(707) 522-2817 srjccertificate003251@santarosa.edu

Program Requirements:
The Pharmacy Technician Certificate of Achievement prepares students to become registered pharmacy technicians and for employment in a variety of pharmacy settings. Upon successful completion of the program, students are qualified to apply to the California State Board of Pharmacy for registration as a pharmacy technician. Registration is a legal requirement for employment. Graduates of the certificate program are also encouraged to sit for the National Pharmacy Technician Certification Exam. While not currently a state requirement for employment, many employers provide increased compensation to pharmacy technicians once they become nationally certified.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Pharmacologically classify a drug after having been presented with its generic name, brand (trade) name, chemical name and indication;
2. interpret current federal and state legislation and name the agencies regulating the practice of pharmacy;
3. create patient profiles utilizing information obtained from the prescription and the patient;
4. read and write proper medical notation on the drug order and interpret information on drug labels and stock bottles;
5. calculate the oral dosages of drugs, both solid and liquid forms based on currently accepted pharmaceutical mathematics;
6. describe the pharmacological action, therapeutic effects, common side effects, doses and drug interactions of common medications prescribed to treat dysfunction of selected body systems; and
7. describe common pharmaceutical measuring, weighing, and compounding devices and accurately use the metric, apothecary, avoirdupois and household systems to count and measure.

Pharmacy Technician Requirements - complete 25.0 units
PHARM 102 Pharmaceutical Calculations for the Pharmacy Technician
PHARM 103 Critical Thinking and Management Skills for the PT
PHARM 150 Introduction to Pharmacy Technician
PHARM 151 Pharmaceutical Fundamentals
PHARM 152 Ambulatory Pharmacy Practice
PHARM 153 Dosage Calculations
PHARM 154A Retail Clinical 1
PHARM 154B Retail Clinical 2
PHARM 155 Pharmacology
PHARM 156 Dispensing and Compounding

Pharmacy Technician Electives - complete 0.5 units
Complete any combination totaling at least 0.5 units from the following:
PHARM 157 Hospital Pharmacy Practice for the Pharmacy Technician
PHARM 157L Hospital Pharmacy Clinical Experience
PHARM 158 Advanced Chemotherapy and Hazardous Drug Pharmacy Practice
PHARM 255 Comprehensive Pharmacology Update
PHARM256.1 Advanced Pharmacology

Other Essential Program Information:
Licensure Note:
The California State Board of Pharmacy may deny licensure for felony or misdemeanor offenses. It is the responsibility of the student to present sufficient evidence of rehabilitation prior to licensure and/or secure a pre-application process with the Board, independent to the program admission application.

Other Notes:
All courses must be completed with a “C” or better.

PHARM 150 (delivered online) is only offered in the Summer semester and it is suggested that students take CSKLS 334- How to Take an Online Class, before enrolling for PHARM 150.

Phlebotomy
Program of Study Code: 005043
Term Effective: Fall 2014
7.5 Units
(707) 527-4272 srjccertificate005043@santarosa.edu

Program Requirements:
The Phlebotomy Skills Certificate provides an introduction to the fundamental clinical methods and practices of phlebotomy, including basic hematology, venipuncture techniques, routine processing, safety and infection control procedures, and quality assurance issues for health care providers. The certificate includes an 80-hour externship in an acute care setting.

Phlebotomy Requirements - complete 7.5 units
HLC 111 Phlebotomy

Program Requirements Information:
Health and Safety: Due to blood and body fluid exposure during skills lab, all students will be required to have the following immunizations before entry into program: MMR (measles, mumps, rubella), Varicella zoster (Chicken pox), Tetanus (Tdapi), PPD (2 injections a week apart), Hep B (2 of 3 series must be completed 3 weeks before skills lab), and Influenza (Flu vaccine). Students must clear a physical examination during the health screening process. Students will be required to complete background clearance. The name of background screening agency and program code will be given at orientation.

Probation Officer Basic Course
Program of Study Code: 005052
Term Effective: Fall 2016
5.5 Units
(707) 836-2912 srjccertificate005052@santarosa.edu

Program Requirements:
This single-course Skills Certificate will identify and specify the training necessary for entry level probation officers who have no prior training or experience in the correctional field. Issues addressed will consist of those knowledge and skills which are essential for the newly hired probation officer to meet minimum performance standards for entry level personnel and to obtain maximum benefit from subsequent on-the-job training experience. The student will be introduced to the adult/juvenile court systems and processes which will cover court reports, writing initial violator reports, case information gathering, conducting interviews and assessments. The student will also be introduced to crisis intervention counseling.

Probation Officer Basic Course Requirements - complete 5.5 units
AJ 365 Probation Officer

Public Safety Dispatcher Basic Course
Program of Study Code: 005038
Term Effective: Fall 2011
2.0 Units
(707) 836-2909 srjccertificate005038@santarosa.edu

Program Requirements:
The Public Safety Dispatcher Skills Certificate covers the training necessary for entry level public safety dispatchers who have no prior training or limited experience in the area of dispatching. Issues addressed consist of knowledge and skills necessary for dispatchers to meet minimum performance standards for entry level positions. The student will be introduced to the criminal justice system, the laws as they pertain to dispatchers and public safety, communication theory, telephone procedures, radio procedures, resource and referral services, critical incidents, and stress management.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Meet the minimum standards set by the California Commission on Peace Officer Standards and Training (POST) for entry into a public safety agency as a public safety dispatcher;
2. Identify the basic roles, responsibilities, and duties of the public safety dispatcher within the public safety agency;
3. Demonstrate the practical application of the
Radiologic Technology

Program of Study Code: 003059
Term Effective: Fall 2016
93.0 Units
(707) 527-4346
srtc.certificate003059@santarosa.edu

Program Requirements:
The Radiologic Technology Certificate of Achievement provides training in the operation of X-ray and computer equipment, performance of radiological procedures, creating and processing radiographs, experience in other advanced imaging modalities, and radiation protection. A minimum of 1,850 clinical hours is required in hospitals and radiology departments affiliated with Santa Rosa Junior College. Elective clinical experience in other modalities is available. The SRJC program, accredited by the Joint Review Committee on Education in Radiologic Technology, is approved by the California State Department of Public Health - Radiologic Health Branch. Upon successful program completion, eligible graduates (contact individual health care agencies for specific criteria and pre-application review process) will be allowed to sit for examinations administered by the American Registry of Radiologic Technologists and the California State Department of Public Health - Radiologic Health Branch.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Deliver high quality services in Radiology;
2. observe a high level of medical ethics;
3. perform radiographic job duties with professionalism;
4. use effective communication skills;
5. use critical thinking skills to analyze and resolve imaging issues; and
6. demonstrate clinical competency of an entry-level technologist.

Program Selection Process:
Applicants who have completed all of the program prerequisites by the deadline of the application year will be qualified for the lottery selection process.

Please contact the Health Science Department for information about entering the program.

Radiologic Technology Prerequisites - complete 28.0 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANAT 58</td>
<td>Introduction to Human Anatomy</td>
</tr>
<tr>
<td>CI 54</td>
<td>Community Involvement Related to Health Care</td>
</tr>
<tr>
<td>CS 5</td>
<td>Computer Literacy</td>
</tr>
<tr>
<td>HLC 160</td>
<td>Medical Terminology</td>
</tr>
<tr>
<td>PHYSIO 58</td>
<td>Introduction to Human Physiology</td>
</tr>
<tr>
<td>RADT 100</td>
<td>Survey of Medical Imaging</td>
</tr>
<tr>
<td>ENGL 1A</td>
<td>Reading &amp; Composition</td>
</tr>
</tbody>
</table>

Complete any combination totaling at least 3.0 units from the following:

**COMM 7** Intercultural Communication
**COMM 6** Interpersonal Communication
**HIST 21** Race, Ethnicity and Gender in American Culture
**or**
**COMM 6** Interpersonal Communication
**HUMAN 6** American Cultures
**or**
**COMM 6** Interpersonal Communication
**PSYCH 34** The Psychology of Prejudice and Discrimination
**or**
**SPCH 1A** Introduction to Public Speaking
**HIST 21** Race, Ethnicity and Gender in American Culture
**or**
**SPCH 1A** Introduction to Public Speaking
**HUMAN 6** American Cultures
**or**
**PSYCH 34** The Psychology of Prejudice and Discrimination
**or**
**SPCH 60** Communication Skills
**HIST 21** Race, Ethnicity and Gender in American Culture
**or**
**SPCH 60** Communication Skills
**HUMAN 6** American Cultures
**or**
**SPCH 52** Communication Skills
**PSYCH 34** The Psychology of Prejudice and Discrimination

Complete any combination totaling at least 3.0 units from the following:

**MATH 101** Mathematics for the Associate Degree
**MATH 155** Intermediate Algebra
**or**
**MATH 102** Mathematics for the Associate Degree
**MATH 155** Intermediate Algebra

Complete any combination totaling at least 3.0 units from the following:

**PSYCH 1A** General Psychology
**PSYCH 30** Social Psychology
**PSYCH 52** Interpersonal Relations

Radiologic Technology Requirements - complete 65.0 units

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>RADT 60</td>
<td>Introduction to Radiologic Technology</td>
</tr>
<tr>
<td>RADT 61A</td>
<td>Radiographic Positioning 1</td>
</tr>
</tbody>
</table>

Other Essential Program Information:
Accepted students must successfully pass a criminal background check (paid by students) that will require social security numbers.

All program classes and prerequisites taken in conjunction with this program must be completed with a letter grade of ‘C’ or better.

For students interested in pursuing mammography we offer RADT 102 - Mammography for Radiologic Technology.
Ranger Academy

Program of Study Code: 005050
Term Effective: Summer 2012
12.0 Units
(707) 836-2909
srjcertificate005050@santarosa.edu

Program Requirements:
The Ranger Academy Skills Certificate program prepares the student to work in a national park, wildlife refuge or other recreation area as a law enforcement officer. Santa Rosa Junior College is authorized by the U.S. Department of the Interior/National Park Service to issue this certificate. Individuals who complete the program and receive the certificate may obtain a commission authorizing employment as a Seasonal Law Enforcement Ranger from the U.S. Department of the Interior/National Park Service.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Identify, define and demonstrate basic tasks of peace officers;
2. identify, classify, and apply appropriate provisions of federal and state law related to peace officers;
3. perform and document complete preliminary investigations assigned to peace officers; and
4. demonstrate the physical skills needed to perform the tasks of a peace officer in the areas of driving, shooting and defensive tactics.

Ranger Academy Requirements - complete 12.0 units
AJ 203 Ranger Academy

Solar Photovoltaics

Program of Study Code: 003334
Term Effective: Fall 2013
17.0 Units
(707) 527-4291
srjcertificate003334@santarosa.edu

Program Requirements:
The Solar Photovoltaics Certificate of Achievement prepares the student for work in the residential and commercial solar industry. This program emphasizes the integration of practical and theoretical knowledge in photovoltaic technologies so that the student can advance in this fast-evolving field.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Apply the knowledge of photovoltaic module characteristics, specifications, and response to the sun to photovoltaic system design and installation;
2. conduct a solar site evaluation for installation;
3. communicate clearly and effectively in oral, written and graphic formats;
4. prepare land surveying maps, plats, documents, records, reports and descriptions of land, drawings, surveys; and
5. operate terrestrial and global positioning systems technology;

Solar Photovoltaics Requirements - complete 17.0 units
CONS 183 OSHA 10
ELEC 51A Fundamentals of Electricity
CONS 183 OSHA 10
ELEC 51A Fundamentals of Electricity
ELEC 51A Fundamentals of Electricity

Complete any combination totaling at least 5.0 units from the following:
BAD 52 Human Relations in Organizations
BMG 50 Introduction to Management and Supervision
BMG 53 Oral Communication in Organizations
BMK 50 Marketing
BMW 60 Retail Merchandising Management
CS 65.11 Microsoft Office
HR 60 Human Resource Management
BAD 1 Financial Accounting
BMG 55 Business Management Accounting
Sustainable Agriculture

Program of Study Code: 003205
Term Effective: Fall 2014

24.0 Units

(707) 527-4408
srjccertificate003205@santarosa.edu

Program Requirements:
The Sustainable Agriculture Certificate of Achievement program is designed to train farmers and gardeners in the techniques of sustainable food production. It provides a foundation in plant and soil science, integrated pest management, and ecological agriculture, and emphasizes the "how-to" aspects of organic pest management, and ecological agriculture, and integrates farmers and gardeners in the techniques of organic gardening and farming, including tillage, compost production, and crop planning and production.

Sustainable Agriculture Requirements - complete 24.0 units

AGRI 20 Introduction to Plant Science
AGRI 60 Soil & Plant Nutrition
AGRI 70 Integrated Pest Management
SUSAG 50 Introduction to Sustainable Agriculture
AGMEC 60 Agricultural Machinery & Equipment Skills
SUSAG 160 Direct Farm Marketing
SUSAG 109 Organic Crop Planning and Production

Complete any combination totaling at least 4.0 units from the following:

AGRI 56 Agricultural Enterprise Project
AGRI 98 Independent Study in Agriculture
ANSCI 153 Sustainable Agriculture Production Systems with Animals
SUSAG 64 Warm Season Vegetable Production
SUSAG 65 Cool Season Vegetable Production
SUSAG 103 Composting for Commercial Organic Farming and Gardening
SUSAG 116 Organic Apple Production
SUSAG 117 Organic Fruit Tree & Berry Production
SUSAG 118 Olive Oil Production, Processing & Sensory Evaluation
SUSAG 119 Specialty Crop Production
SUSAG 120 Organic Gardening and Food Production
SUSAG 153 Community Supported Agriculture
SUSAG 162 Community Supported Agriculture Late Spring
SUSAG 163 Community Supported Agriculture Summer

Other Essential Program Information:
The Career Certificate will be awarded upon completion of all requirements with a grade of "C" or better.

Theatre Arts: Acting

Program of Study Code: 003107
Term Effective: Fall 2016

29.5 Units

(707) 527-4248
srjccertificate003107@santarosa.edu

Program Requirements:
The Theatre Arts: Acting Certificate of Achievement provides students with the foundation skills necessary to audition for and perform in a variety of professional environments. Students study characterization, script analysis, vocal and physical development, and acting styles for the stage, which can also be applied to film and television work. Program Student Learning Outcomes: Upon successful completion of this program, the student will be able to:
1. Audition for a production using fundamental techniques of voice, movement, and the actor’s craft;
2. Perform for the stage using fundamental techniques of voice, movement, and the actor’s craft;
3. Perform special acting styles such as: non-realism, Shakespeare, period movement and acting for the camera;
4. Integrate a basic understanding of technical theatre and participate in the backstage functions of the theatre; and
5. Integrate knowledge of theatre history and literature when creating a theatrical performance.

Theatre Arts Core Requirements - complete 6.0 units

THAR 20 World Theatre Through Time
THAR 10A Introduction to Acting

Acting Emphasis Requirements - complete 23.5 units

THAR 10B Scene Study and Characterization
THAR 19 Movement & Improvisation
THAR 20 Introduction to Stagecraft

Other Essential Program Information:
1. All students enrolled in the certificate program will be assigned a faculty advisor who will meet with them regularly to monitor progress.
2. All courses in the THAR 25 series (THAR 25, 25.1, 25.2, 25.3, 25.4, and 25.5) are variable unit courses; each course may be taken up to four times. Units are determined by the type of position and number of productions a student will work on during a semester. These courses are also corequisites for THAR 20, 21, 22A, and 22B. Certificate students planning to take these courses are encouraged to contact the Theatre Arts department chair prior to registration.

Theatre Arts: Costuming

Program of Study Code: 003108
Term Effective: Fall 2016

38.0 Units

(707) 527-4268
srjccertificate003108@santarosa.edu

Program Requirements:
The Theatre Arts: Costuming Certificate of Achievement prepares students for entry level...
Certificates: Theatre Arts: Makeup

Program of Study Code: 003109
Term Effective: Fall 2016
36.0 Units
(707) 527-4268
srjccertificate003109@santarosa.edu

Program Requirements:
The Theatre Arts: Makeup Certificate of Achievement program prepares students for entry level and apprentice employment as a professional makeup artist, for the stage, film or television environments. The program focuses on a hands-on approach to the study of materials, terminology, health and safety issues, and technical skills required for dramatic productions.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Analyze and interpret appropriate styles, color, and texture choices for a scripted character;
2. apply fundamental techniques of makeup and hair application when participating in the backstage functions of a performance;
3. demonstrate basic skills in one or more of the following areas of specialization:
   - wardrobe maintenance
   - safe application and use of shop equipment and tools
   - fabric composition and modification
   - draping
   - flat pattern drafting and manipulation
   - costume construction and dressmaker details
   - fittings and alterations
   - millinery techniques
   - understructures
   - footwear
   - masks
   - armor
   - jewelry
   - makeup and hair design;
4. work collaboratively with other theater professionals and contribute basic artistic knowledge of Costume and Makeup Design;
5. integrate knowledge of costume history and literature when constructing theatrical environments.
6. perform for the stage at a beginning level using fundamental techniques of voice, movement, and the actor’s craft.

Theatre Arts Core Requirements - complete 6.0 units
THAR 1 World Theatre Through Time
THAR 10A Introduction to Techniques of Acting

Costuming Emphasis Requirements - complete 32.0 units
THAR 21A Introduction to Costume Tech
THAR 22 Theatrical Makeup Design for Stage and Screen
THAR 24 Design Workshop
THAR 25.1 Production Lab: Costume Crew
THAR 25.4 Production Lab: Makeup Crew

Complete any combination totaling at least 12.0 units from the following:
ART 2.1 History & Aesthetic Appreciation of Prehistoric - Gothic Art

Theatre Arts: Makeup
Program of Study Code: 003109
Term Effective: Fall 2016
36.0 Units
(707) 527-4268
srjccertificate003109@santarosa.edu

Program Requirements:
The Theatre Arts: Makeup Certificate of Achievement program prepares students for entry level and apprentice employment as a professional makeup artist, for the stage, film or television environments. The program focuses on a hands-on approach to the study of materials, terminology, health and safety issues, and technical skills required for dramatic productions.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Analyze and interpret appropriate styles, color, and texture choices for a scripted character;
2. apply fundamental techniques of makeup and hair application when participating in the backstage functions of a performance;
3. demonstrate basic skills in one or more of the following areas of specialization:
   - appropriate skin care analysis
   - creation of character makeup by application of highlight and lowlight painting techniques
   - three-dimensional prosthetic techniques
   - facial hair application
   - wig and hair styling.
4. work collaboratively with other theater professionals and contribute basic artistic knowledge of Costume and Makeup Design;
5. integrate knowledge of theatre history and literature when designing and/or applying stage makeup; and
6. perform for the stage at a beginning level using fundamental techniques of voice, movement, and the actor’s craft.

Theatre Arts Core Requirements - complete 6.0 units
THAR 21A Introduction to Costume Tech
THAR 22 Theatrical Makeup Design for Stage and Screen
THAR 24 Design Workshop
THAR 25.1 Production Lab: Costume Crew
THAR 25.4 Production Lab: Makeup Crew

Complete any combination totaling at least 12.0 units from the following:
ART 2.1 History & Aesthetic Appreciation of Prehistoric - Gothic Art

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Program of Study Code: 003110
Term Effective: Fall 2016
32.5 Units
(707) 527-4268
srjccertificate003110@santarosa.edu

Program Requirements:
The Theatre Arts: Stagecraft Certificate of Achievement program prepares students for entry level and apprentice employment as a professional scenic artist, for the stage, film or television environments. In addition, this program prepares students wishing to pursue a career in scenic design, properties design, or technical direction with a solid foundation in all aspects of stagecraft. The program focuses on a hands-on approach to the study of materials, equipment, terminology, safety issues, and technical skills required for dramatic productions.

Program Student Learning Outcomes:
Upon successful completion of this program, the student will be able to:
1. Work effectively with lighting and scenery design plans;
2. work competently with common materials and techniques when constructing theatrical elements;
3. apply fundamental techniques of stagecraft when participating in the backstage functions of a performance;
4. demonstrate basic skills in one or more of the following areas of specialization: o running crew
o lighting hang and focus
o scenic carpentry
o welding and/or scenic painting
o audio set up and routing;
5. integrate knowledge of theatre history and literature when constructing theatrical elements; and
6. perform for the stage at a beginning level using fundamental techniques of voice, movement, and the actor's craft.

Theatre Arts Core Requirements - complete 6.0 units
THAR 1  World Theatre Through Time
THAR 10A  Introduction to Techniques of Acting

Stagecraft Emphasis Requirements - complete 26.5 units
THAR 20  Introduction to Stagecraft
THAR 23  Introduction to Scenic Design
THAR 24  Design Workshop
THAR 25.2  Production Lab: Running Crew
THAR 26  Introduction to Theatrical Lighting
THAR 27  Properties Workshop

Complete any combination totaling at least 8.0 units from the following:
ART 3  Introduction to Art and Design
ART 4  Principles of Color
ART 5  Three Dimensional Design
ART 7A  Drawing and Composition I
ART 13  Watercolor

THAR 25.5  Production Lab: Construction
THAR 47.2  Summer Repertory Theatre - Technical
WELD 70  Beginning Welding: Fundamentals

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:

1. apply basic skills in one or more of the following areas of specialization:
   o stage management
   o assistant stage management
   o house management
   o production management
   o box office management
   o theatre management;
2. apply fundamental techniques of theatrical management when participating in the backstage or front of house functions of a performance;
3. apply fundamental techniques of stagecraft and costume when participating in the backstage functions of a performance;
4. integrate knowledge of theatre history and literature when managing theatrical performances; and
5. perform for the stage at a beginning level using fundamental techniques of voice, movement, and the actor's craft.

Theatre Arts Core Requirements - complete 6.0 units
THAR 1  World Theatre Through Time
THAR 10A  Introduction to Techniques of Acting

Program Requirements:
The Theatre Arts: Theatre Management Certificate of Achievement program prepares students for entry level and apprentice employment as professional stage managers, assistant directors, box office personnel, and various administrative and marketing positions in the stage, film or television environments. Supervised by practicing faculty, the Theatre Management certificate centers on observing and participating in the day-to-day production process.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:

1. apply basic skills in one or more of the following areas of specialization:
   o stage management
   o assistant stage management
   o house management
   o production management
   o box office management
   o theatre management;
2. apply fundamental techniques of theatrical management when participating in the backstage or front of house functions of a performance;
3. apply fundamental techniques of stagecraft and costume when participating in the backstage functions of a performance;
4. integrate knowledge of theatre history and literature when managing theatrical performances; and

Theatre Arts Core Requirements - complete 6.0 units
THAR 1  World Theatre Through Time
THAR 10A  Introduction to Techniques of Acting

Program Requirements:
The Theatre Arts: Theatre Management Certificate of Achievement program prepares students for entry level and apprentice employment as professional stage managers, assistant directors, box office personnel, and various administrative and marketing positions in the stage, film or television environments. Supervised by practicing faculty, the Theatre Management certificate centers on observing and participating in the day-to-day production process.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:

1. apply basic skills in one or more of the following areas of specialization:
   o stage management
   o assistant stage management
   o house management
   o production management
   o box office management
   o theatre management;
2. apply fundamental techniques of theatrical management when participating in the backstage or front of house functions of a performance;
3. apply fundamental techniques of stagecraft and costume when participating in the backstage functions of a performance;
4. integrate knowledge of theatre history and literature when managing theatrical performances; and

Other Essential Program Information:
1. All students enrolled in the certificate program will be assigned a faculty advisor who will meet with them regularly to monitor progress.
2. All courses in the THAR 25 series (THAR 25.1, 25.2, 25.3, 25.4, and 25.5) are variable unit courses; each course may be taken up to four times, (THAR 25.2 must be taken for a total of 4.5 units to meet the Stagecraft Emphasis Requirements). The type of position and number of productions a student will work on during a semester determines the number of units. These courses are also corequisites for THAR 20, 21, 22A, and 22B. Certificate students planning to take these courses are encouraged to contact the Theatre Arts department chair prior to registration.
3. THAR 25.2 must be taken for a total of 4.5 units to meet the Stagecraft Emphasis Requirements.
4. THAR 25.5 must be repeated for a total of 6.0 units to meet Theatre Management Emphasis Requirements.

Program Requirements:
The Theatre Arts: Theatre Management Certificate of Achievement program prepares students for entry level and apprentice employment as professional stage managers, assistant directors, box office personnel, and various administrative and marketing positions in the stage, film or television environments. Supervised by practicing faculty, the Theatre Management certificate centers on observing and participating in the day-to-day production process.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:

1. apply basic skills in one or more of the following areas of specialization:
   o stage management
   o assistant stage management
   o house management
   o production management
   o box office management
   o theatre management;
2. apply fundamental techniques of theatrical management when participating in the backstage or front of house functions of a performance;
3. apply fundamental techniques of stagecraft and costume when participating in the backstage functions of a performance;
4. integrate knowledge of theatre history and literature when managing theatrical performances; and

Other Essential Program Information:
1. All students enrolled in the certificate program will be assigned a faculty advisor who will meet with them regularly to monitor progress.
2. All courses in the THAR 25 series (THAR 25.1, 25.2, 25.3, 25.4, and 25.5) are variable unit courses; each course may be taken up to four times. Units are determined by the type of position and number of productions a student will work on during a semester.
3. THAR 25.2 must be taken for a total of 4.5 units to meet the Stagecraft Emphasis Requirements.
4. THAR 25.5 must be repeated for a total of 6.0 units to meet Theatre Management Emphasis Requirements.
Certificates: Veterinary Technician

Veterinary Technician
Program of Study Code: 003321
Term Effective: Fall 2015
24.0 Units
(707) 527-4408
srjccertificate003321@santarosa.edu

Program Requirements:
The Santa Rosa Junior College Veterinary Technician Certificate of Achievement program is designed to prepare students for Veterinary Technician careers with veterinarians and other professionals in the animal health care services.

The Veterinary Technician program equips students with the knowledge and introduces students to the procedures and skills necessary in the companion animal veterinary industry today. The Veterinary Technician Certificate curriculum satisfies students the state mandated academic knowledge and semester units requirements to pursue the Category 4 (Alternate Route Category) to become a Registered Veterinary Technician (RVT).

Program Student Learning Outcomes
Upon completing the certificate students will be able to:
1. Be qualified to sit for the RVT exam in the State of California through the "Alternate Route" so long as students also complete their state mandated clinical experience hours;  
2. Demonstrate competency in the necessary knowledge required for common job tasks in a small animal veterinary hospital context; and  
3. Understand the directions from a veterinarian and discuss information to clients regarding common diseases, protocols and procedures in a small animal veterinary hospital context.

Veterinary Technician Requirements - complete 24.0 units
BIO 10 Introduction to Principles of Biology
ANHLT 50 Veterinary Anatomy and Terminology
ANHLT 52 Small Animal Disease Recognition and Transmission Control
ANHLT 120 Small Animal Veterinary Assistance and Nursing
ANHLT 121 Veterinary Surgical and Dental Assistance
ANHLT 141 Small Animal Veterinary Anesthesia
ANHLT 142 Veterinary Pharmacology and Medical Calculations
ANHLT 151 Veterinary Laboratory and Imaging Procedures

Complete any combination totaling at least 2.0 units from the following:
ANHLT 109 Complementary and Alternative Veterinary Medicine
ANHLT 123 Small Animal Veterinary Emergencies
ANHLT 126 Veterinary Technician Review and Board Exam Preparation
ANHLT 161 Veterinary Medical Office Procedures

Complete any combination totaling at least 1.0 units from the following:
AGRI 98 Independent Study in Agriculture
AGRI 99 Agriculture Occupational Work Experience
CI 51 Community Involvement

Viticulture
Program of Study Code: 003222
Term Effective: Fall 2016
31.0 Units
(707) 527-4408
srjccertificate003222@santarosa.edu

Program Requirements:
The Viticulture Certificate of Achievement program provides training for employment as vineyard managers in North Coast wine grape production. Program Student Learning Outcomes: Upon successful completion of this certificate, the student will be able to:
1. Conduct in-depth feasibility studies for new vineyard development, and from the results, prepare comprehensive reports and cost projections appropriate to their planting recommendations;
2. Identify and implement sustainable farming practices that will improve fruit quality, provide efficacious pest and disease management, protect natural resources and the environment, and prepare a farming plan that encompasses these practices;
3. Research and apply all county, state and federal laws regarding vineyard development and maintenance, worker safety, pesticide use, and environmental protection;
4. Demonstrate a working knowledge of the latest technological advances in vineyard management and incorporate current technology into their farming plans and budgets;
5. Work cooperatively and effectively with wineries to determine optimum harvest parameters, coordinate the operations required, and negotiate a grape contract;
6. Show management and leadership capabilities by effectively training others to perform hands-on vineyard tasks; and
7. Contribute to the wine grape industry and participate in professional organizations at the local, state-wide, national and international levels.

Viticulture Requirements - complete 31.0 units
AGBUS 7 Agricultural Economics
AGBUS 56 Introduction to Agriculture Business and Management
AGBUS 61 Agricultural Marketing
AGMEC 60 Agricultural Machinery & Equipment Skills
SPAN 72 Spanish for the Wine Industry
VIT 53 Advanced Vineyard Practices for Quality Production
VIT 54 Viticulture: Summer Practices
VIT 114 Sustainable Viticulture
VIT 113 Organic Viticulture
VIT 120 Vineyard Pruning
VIT 121 Pruning Techniques for Vine Balance
VIT 122 Vineyard Canopy Management
VIT 123 Spring Budding & Grafting
VIT 130 Grapevine Physiology
VIT 131 Working with Your Winemaker - Fruit Quality Assurance
VIT 133 Advances in Viticulture
WINE 70 Wine Component Tasting

Vocational Nursing
Program of Study Code: 003031
Term Effective: Spring 2012
68.0 Units
(707) 522-2858
srjccertificate003031@santarosa.edu

Program Requirements:
The Vocational Nursing Certificate of Achievement prepares students to apply to the Board of Vocational Nursing and Psychiatric Technicians to take the NCLEX PN examination in order to receive the Vocational Nursing license from the California Department of Consumer Affairs. The program is accredited by the California Board of Vocational Nursing and Psychiatric Technicians. The program provides a minimum of 1,530 hours of instruction and clinical experience. Clinical sites are arranged at local health care facilities for a wide range of experiences. No wages or stipends are paid to students during their training period.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Satisfy the requirements for application to the
Requirements - complete 18.0 units

Vocational Nursing Prerequisite

Science counselor or see the Health Science program webpage (paid by students).

For more information about the cut score selection process required by the California State Chancellor's office, contact the Health Science counselor for guidance with VN program.

Program Selection Process:

Applicants who have completed all program pre-requisites by the deadline of the application year will be assigned a cut score designed by the California State Chancellor's office. Qualified applicants will be entered into the random selection process required by the California State Chancellor's office.

For more information about the cut score and selection process please contact a Health Science counselor or see the Health Science VN website.

Vocational Nursing Prerequisite Requirements - complete 18.0 units

PSYCH 4 Child and Adolescent Psychology

Complete any combination totaling at least 3.0 units from the following:

- ANAT 1 General Human Anatomy
- ANAT 58 Introduction to Human Anatomy

Complete any combination totaling at least 3.0 units from the following:

- COMM 5 Group Discussion and Problem Solving
- COMM 6 Interpersonal Communication
- COMM 7 Intercultural Communication
- SPCH 1A Introduction to Public Speaking
- SPCH 60 Communication Skills

Complete any combination totaling at least 3.0 units from the following:

- FDNT 62 Nutrition & Diet Therapy
- FDNT 10 Elementary Nutrition
- FDNT 162 Diet Therapy for Healthcare

Complete any combination totaling at least 3.0 units from the following:

- PHYSIO 1 Human Physiology
- PHYSIO 58 Introduction to Human Physiology

Complete any combination totaling at least 3.0 units from the following:

- PSYCH 1A General Psychology
- PSYCH 5 Abnormal Psychology
- PSYCH 7 Theories of Personality
- PSYCH 56 Aging, Dying and Death

Vocational Nursing Requirements - complete 50.0 units

Complete any combination totaling at least 2.0 units from the following:

- NRV 51 Fundamentals and Basics of Vocational Nursing
- NRV 51L Fundamentals & Basic Vocational Nursing Clinical Experience
- NRV 52.1 Intermediate Vocational Nursing
- NRV 52.1L Intermediate Clinical for Vocational Nursing
- NRV 52.2 Maternal-Child Health Vocational Nursing
- NRV 52.2L Maternal-Child Health Vocational Nursing Clinical
- NRV 53 Advanced Vocational Nursing Theory
- NRV 53L Advanced Vocational Nursing Clinical
- NRV 58A Fundamental Skills Lab for Vocational Nursing
- NRV 58B Intermediate Vocational Nursing Skills Lab
- NRV 58C Advanced Skills Lab for Vocational Nursing

Complete any combination totaling at least 2.0 units from the following:

- PHARM 255 Comprehensive Pharmacology Update
- PHARM 256 Advanced Pharmacology Update

Complete any combination totaling at least 1.0 units from the following:

- NRV 50A Comprehensive Pharmacology Update
- NRV 50B Advanced Pharmacology Update

Program Requirements Information:

Program requirements are subject to change. Any changes will be communicated to the students. Changes in course and program requirements approved by the program and the Academic Senate will be effective for the next application period.

Program Student Learning Outcomes:

Upon successful completion of this certificate, the student will be able to:

1. Read and interpret meters and gauges to monitor the purification process and operation;
2. Apply data to formulas that determine treatment requirements, flow levels, and concentration levels;
3. Collect water samples, operate chemical feeding devices, and perform laboratory tests;
4. Use information to control pumps, valves, and generators that move wastewater through treatment processes and dispose of the waste materials;
5. Use computers to monitor and regulate processes and equipment and to generate reports; and

Wastewater Treatment Operations

Program of Study Code: 003333
Term Effective: Fall 2012
21.0 Units
(707) 527-4376
sjsccertificate003333@santarosa.edu

Program Requirements:
The Wastewater Treatment Operations Program Certificate of Achievement provides instructional training necessary for entry level positions in the operation of wastewater treatment facilities and wastewater collection systems as well as assistance in developing the knowledge to pass the required examinations administered by the California Department of Health Services. The certificate program requires a total of 21 units consisting of 18 units of core requirements plus 3 units of elective courses. Students may continue on to major in this area by completing additional course work and meeting other college requirements to earn an Associate's degree.

Program Student Learning Outcomes:

Upon successful completion of this certificate, the student will be able to:

1. Read and interpret meters and gauges that monitor the purification process and operation;
2. Apply data to formulas that determine treatment requirements, flow levels, and concentration levels;
3. Collect water samples, operate chemical feeding devices, and perform laboratory tests;
4. Use information to control pumps, valves, and generators that move wastewater through treatment processes and dispose of the waste materials;
5. Use computers to monitor and regulate processes and equipment and to generate reports; and

Cut score determined by State Chancellor's calculation pattern. Important: Chancellor's cut score based on highest grade, in A&P. Basic requirement Anatomy 58 and Physio 58. Students should NOT repeat sciences unless critical, points lost in Chancellor's cut score.

All classes and pre-requisites must be completed with a C or better.

All qualified candidates assigned a random number per Chancellor's guidelines.

First 32 qualified applicants will be selected at random from applicant pool.

Other qualified applicants not selected assigned rank number as alternate.

Once class starts, alternate status is closed and applicants must reapply for a future class.

Other Essential Program Information:

All program classes must be completed with a C (75%) or better.

Program Requirements Information:

Program requirements are subject to change. Any changes will be communicated to the students. Changes in course and program requirements approved by the program and the Academic Senate will be effective for the next application period.

Program Student Learning Outcomes:

Upon successful completion of this certificate, the student will be able to:

1. Read and interpret meters and gauges that monitor the purification process and operation;
2. Apply data to formulas that determine treatment requirements, flow levels, and concentration levels;
3. Collect water samples, operate chemical feeding devices, and perform laboratory tests;
4. Use information to control pumps, valves, and generators that move wastewater through treatment processes and dispose of the waste materials;
5. Use computers to monitor and regulate processes and equipment and to generate reports; and

Cut score determined by State Chancellor's calculation pattern. Important: Chancellor's cut score based on highest grade, in A&P. Basic requirement Anatomy 58 and Physio 58. Students should NOT repeat sciences unless critical, points lost in Chancellor's cut score.

All classes and pre-requisites must be completed with a C or better.

All qualified candidates assigned a random number per Chancellor's guidelines.

First 32 qualified applicants will be selected at random from applicant pool.

Other qualified applicants not selected assigned rank number as alternate.

Once class starts, alternate status is closed and applicants must reapply for a future class.

Other Essential Program Information:

All program classes must be completed with a C (75%) or better.
Certificates: Water Utility Operations

Wastewater Treatment Operations - complete 21.0 units
WWTR 112 Wastewater Treatment Math
WWTR 120 Wastewater Treatment 1
WWTR 121 Wastewater Treatment 2
WWTR 122 Wastewater Chemistry
WWTR 123 Instrumentation and Controls
WWTR 124 Pumps
Complete any combination totaling at least 3.0 units from the following:
BGN 71 Business English Grammar
CS 65.11 Microsoft Office
ENGL 1A Reading & Composition
WWTR 125 Industrial Waste Pretreatment Facility Inspection
WEOC 99I Occupational Work Experience Internship

Water Utility Operations
Program of Study Code: 003323
Term Effective: Fall 2012
16.0 Units
(707) 527-4603
srjccertificate003323@santarosa.edu

Program Requirements:
The Water Utility Operations Certificate of Achievement Program provides instructional training necessary for entry level positions in the operation of water treatment facilities and water distribution systems as well as assistance in developing the knowledge to pass the required examinations administered by the California Department of Health Services. The program consists of 11.5 units of core requirements plus elective courses for a total of 16 units.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Qualify to take the WASTEWATER TREATMENT PLANT OPERATOR EXAMINATION, Grade II.
2. Evaluate careers in water treatment technology.
3. Utilize mathematical methods applicable to the fields of water treatment technology and water distribution technology.
4. Perform laboratory techniques and measure common water quality parameters related to water treatment parameters, such as turbidity and chlorine residual;
5. Meet current industry standards of training for the safe operation of a water treatment plant and delivery of water in a distribution system;
6. Evaluate and regulate water treatment processes and equipment including diagnosing system problems and taking effective actions to solve those problems; and
7. Comply with regulations ensuring the safety and health of the operator and the public.

Water Utility Operations Requirements - complete 16.0 units
WTR 101 Introduction to Water Careers
WTR 102 Mathematical Methods for Water Treatment Technology
WTR 103 Introduction to Water Sciences for Operators
WTR 104 Chemistry and Lab Principles for Drinking Water Treatment
WTR 110 Water Treatment Plant Operator
WTR 111 Water Distribution System Operator
Complete any combination totaling at least 4.5 units from the following:
APTECH 90A Applied Mathematics
BGN 71 Business English Grammar
CEST 192 Non-Technical Skills for the Civil Engineering Technician
CS 65.11 Microsoft Office
ENGL 1A Reading & Composition
WEOC 99I Occupational Work Experience Internship
WWTR 123 Instrumentation and Controls
WWTR 124 Pumps

Watershed Management
Program of Study Code: 003279
Term Effective: Summer 2012
15.0 Units
(707) 527-4408
srjccertificate003279@santarosa.edu

Program Requirements:
The Watershed Management Skills Certificate is designed for individuals who have a background or experience in natural resources, and who wish to acquire specific skills and knowledge necessary for successful job performance in the field of watershed management.

Program Student Learning Outcomes:
Upon successful completion of this certificate, the student will be able to:
1. Identify and discuss the physical and biological processes of watersheds;
2. Examine and identify fundamental concepts of the hydrologic cycle;
3. Recommend principles for protection, management, and monitoring watersheds in California;
4. Measure, monitor, and assess watershed health in North Coast and other regional streams;
5. Identify and describe specific habitat factors limiting fish production; and
6. Identify, evaluate, and develop suitable restoration work plans.

Watershed Management Requirements - complete 15.0 units
Complete any combination totaling at least 15.0 units from the following:
AGRI 60 Soil & Plant Nutrition
NRM 70 Forest Practices
NRM 84 Introduction to Fish and Wildlife Conservation
NRM 85 Forest Hydrology and Watershed Management
NRM 86 Watershed Monitoring and Assessment
NRM 87 Geographic Info. Systems Applications in Natural Resources
NRM 88 Watershed Ecology and Restoration
NRM 91 Rangeland Management
NRM 103 Restoring Native Habitats
NRM 141 Beginning Rock Climbing and Climbing Safety

Welding Technology
Program of Study Code: 003035
Term Effective: Spring 2015
17.5 Units
(707) 527-4379
srjccertificate003035@santarosa.edu

Program Requirements:
The Welding Technology Certificate of Achievement prepares students for work in areas of ship building, bridges and building construction, pipeline construction, refrigeration, missile and aircraft construction, automobiles and related industries where metal must be joined together.

Welding Technology Requirements - complete 17.5 units
IED 190 Industrial Mathematics
MACH 51A Beginning Machine Tool Technology
WELD 70 Beginning Welding: Fundamentals
WELD 175A Welding Technology 1
Complete any combination totaling at least 6.0 units from the following:
WELD 175B Welding Technology 2
WELD 171.1 Advanced Shielded Metal Arc Welding
WELD 171.2 Gas Metal Arc Welding and Gas Tungsten Arc Welding
WELD 171.3 Flux Core Arc Welding (FCAW)

Other Essential Program Information:
It is recommended that students complete WELD 70 or an equivalent welding class, or have some trade experience in gas or arc welding prior to beginning this program.

Students should have the desire and ability to work with their hands and possess a high degree of mechanical aptitude. Completion of high school courses in mechanical drawing, blueprint reading, general metals and technical mathematics is also recommended.

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Wine Studies: Enology

Program of Study Code: 003291
Term Effective: Fall 2015

28.0 Units
(707) 527-4408
srjccertificate003291@santarosa.edu

Program Requirements:
The Wine Studies: Enology Certificate of Achievement prepares students for skills such as general chemistry, wine microbiology fundamentals, laboratory techniques, principles and practices of wine analysis methods during cellaring operations, laboratory/quality control tests as prescribed by company procedures.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate knowledge of general chemistry principles, wine microbiology fundamentals, and laboratory techniques; and
2. Demonstrate practices of wine analysis methods during cellaring operations, laboratory/quality control tests as prescribed by company procedures.
3. Demonstrate knowledge of the fundamentals of the wine industry including product evaluation and common wine business practices.

Wine Studies Core Requirements - complete 13.0 units

- WINE 70 Wine Component Tasting
- WINE 110 Professional Wine Judging
- AGBUS 2 Agricultural Computer Applications
- WINE 1 World Viticulture and Wine Styles

Complete any combination totaling at least 4.0 units from the following:
- WINE 42.1 Fall Winery Operations
- WINE 42.2 Spring Winery Operations
or
- WINE 3 Introduction to Enology

Wine Studies: Enology Emphasis Requirements - complete 15.0 units

Complete any combination totaling at least 11.0 units from the following:
- CHEM 8 Introductory Organic Chemistry
- WINE 55A Lab Analysis of Wines 1
- WINE 55B Lab Analysis of Wines 2

Complete any combination totaling at least 4.0 units from the following:
- CHEM 1A General Chemistry
- CHEM 42 Introductory General Chemistry

Wine Studies: Wine Business and Marketing

Program of Study Code: 003290
Term Effective: Spring 2015

26.5 Units
(707) 527-4408
srjccertificate003290@santarosa.edu

Program Requirements:
The Wine Studies: Wine Business and Marketing Certificate of Achievement prepares students for skills such as constructing a wine marketing plan, applying management and business principles to wine marketing, describing wine distribution methods and wine markets, calculation of pricing in markets, and basic knowledge of global retail wine sales.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate knowledge of skills such as constructing a wine marketing plan, applying management and business principles to wine marketing; and
2. Describe wine distribution methods and wine markets, calculation of pricing in markets, and basic knowledge of global retail wine sales.
3. Demonstrate knowledge of the fundamentals of the wine industry including product evaluation and basic enology concepts.

Wine Studies Core Requirements - complete 13.0 units

- WINE 70 Wine Component Tasting
- WINE 110 Professional Wine Judging
- AGBUS 2 Agricultural Computer Applications
- WINE 1 World Viticulture and Wine Styles

Complete any combination totaling at least 4.0 units from the following:
- WINE 42.1 Fall Winery Operations
- WINE 42.2 Spring Winery Operations
or
- WINE 3 Introduction to Enology

Wine Business and Marketing Emphasis Requirements - complete 13.5 units

- AGBUS 56 Introduction to Agriculture Business and Management
- AGBUS 61 Agricultural/Wine Marketing
- WINE 101 Wine Sales and Distribution
- WINE 102 Wines in the Global Marketplace - Retail Sales
- WINE 103 Consumer Direct Wine Sales and Marketing

Complete any combination totaling at least 3.0 units from the following:
Wine Studies: Wine Evaluation and Service

Program of Study Code: 003289
Term Effective: Fall 2015
22.0 Units
(707) 527-4408
srjccertificate003289@santarosa.edu

Program Requirements:
The Wine Studies: Wine Evaluation and Service Certificate of Achievement prepares students for skills such as serving wine according to professional standards, planning and effectively publicizing wine industry events, and the ability to discuss wine regions and characteristics of grape varieties suited to those regions.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate knowledge of skills such as serving wine according to professional standards including an understanding of wine evaluation; and
2. Demonstrate the skills required for planning an effective publicity program for a wine industry event; and
3. Discuss wine regions and characteristics of grape varieties suited to specific regions; and
4. Demonstrate knowledge of the fundamentals of the wine industry including basic enology and business concepts.

Wine Studies Core Requirements - complete 13.0 units
WINE 70 Wine Component Tasting
WINE 110 Professional Wine Judging
AGBUS 2 Agricultural Computer Applications
WINE 1 World Viticulture and Wine Styles

Complete any combination totaling at least 4.0 units from the following:
WINE 42.1 Fall Winery Operations
WINE 42.2 Spring Winery Operations
WINE 3 Introduction to Enology

Wine Evaluation and Service Emphasis Requirements - complete 9.0 units
WINE 111 Sonoma County Appellations
WINE 112 Wine Regions of California
WINE 130 Wine Service and Hospitality
WINE 131 Wine Industry Event Planning

Complete any combination totaling at least 3.0 units from the following:
AGBUS 61 Agricultural/Wine Marketing
AGRI 56 Agricultural Enterprise Project
AGRI 98 Independent Study in Agriculture
AGRI 99 Agriculture Occupational Work Experience
AGRI 99I Agriculture Occupational Work Experience Internship
CUL 256.6 Wine and Food Affinities
WINE 101 Wine Sales and Distribution
WINE 102 Wines in the Global Marketplace - Retail Sales
WINE 103 Consumer Direct Wines Sales and Marketing
WINE 104 Agricultural and Wine Marketing Fundamentals
WINE 105 Wine Public Relations
WINE 113 Winemakers of Sonoma County
WINE 114 Wines of California and Europe
WINE 115 Wines of California and Australia/New Zealand
WINE 116 Wines of Italy
WINE 117 Wines of France
WINE 118 Zinfandel - Grape to Glass
WINE 119 Sideways: An Examination of Pinot Noir
WINE 121 Wines of Spain
WINE 122 Dessert Wines of the World
WINE 124 Cabernet Sauvignon Around the World
WINE 125 Napa Valley Appellations
WINE 150 Artisan Winemaking Operations

Non-Credit Certificates

Certificate of Completion in Basic Academic Skills
Program of Study Code: 005059
Term Effective: Fall 2008
0.0 Units
(707) 527-4834
srjccertificate005059@santarosa.edu

Program Requirements:
The Certificate of Completion in Basic Academic Skills provides basic math, reading, writing, and technology skills to prepare students for the developmental level credit program at Santa Rosa Junior College and for the workplace.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Solve multi-step numerical and word math problems ranging from basic operations through beginning concepts in geometry and algebra; 2. at the collegiate level, identify and summarize the main ideas and important details in short (1-2 page) reading selections, including fiction, essays, newspaper articles, material from textbooks, and informational websites;
3. at the pre-collegiate level, prepare for and write a clear and coherent 1-2 page essay that addresses a given topic;
4. proofread for and apply basic rules of Edited American English, including capitalization, punctuation, sentence construction and grammar;
5. prepare for and apply appropriate test-taking strategies to standardized tests such as the GED, English and Math Placement Tests and occupational skills tests; and
6. use SRJC online systems and resources such as counseling to identify an educational goal and enroll in appropriate credit classes.

Non-Credit Basic Academic Skills Requirements - complete 0.0 units
CSKLS 731 Academic Skills I
CSKLS 732 Academic Skills II
CSKLS 733 Academic Skills III

Other Essential Program Information:
3 courses needed for this certificate
Required Courses: CSKLS 731, CSKLS 732, CSKLS 733
ESL: Basic Interpersonal Communications

Program of Study Code: 005070
Term Effective: Fall 2012
0.0 Units
(707) 527-4251
srjc certificate005070@santarosa.edu

Program Requirements:
The Certificate of Completion in Basic Interpersonal Communication prepares high beginning and low-intermediate level ESL students with the English language and literacy skills needed to function independently in English in a variety of vocational and academic situations. The program focuses particularly on the acquisition of reading, writing and speaking skills needed to function independently at work, school and in the community.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate listening and speaking skills needed to communicate at work and in the community;
2. read and interpret critical information in the workplace, at school and in various community settings;
3. write basic information and fill out simple forms.

Other Essential Program Information:
Choose one (1) of the requirement options plus one (1) course from electives
Required courses option A: ESL 716 and ESL 716RW
Required courses option B: ESL 781
Required courses option C: ESL 781A and ESL 781B
Complete one (1) elective course: ESL 716 CP, ESL 722, ESL 732, or ESL 735

ESL: Foundations of Literacy Skills

Program of Study Code: 005066
Term Effective: Fall 2012
0.0 Units
(707) 527-4251
srjc certificate005066@santarosa.edu

Program Requirements:
The Certificate of Completion in Foundations of Literacy Skills sequence of courses required prepares students with little or no academic background in their first language with the preliminary English language and literacy skills needed to function at a basic level in everyday situations at work, school and in the community. Literacy foundation skills are emphasized through a variety of instructional methods and strategies that focus on the development of sound-symbol correspondence, vocabulary development and survival English. Lessons are delivered through direct instruction, exercises and interactive activities that provide opportunities for students to develop basic English reading, writing and speaking skills in meaningful contexts.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Read everyday signs and warnings;
2. communicate basic personal information and follow simple directions; and
3. write basic information and fill out simple forms.

Other Essential Program Information:
3 courses needed for this certificate
Required Courses: ESL 714 and ESL 715
Complete one course: ESL 714CP, ESL 714RW, ESL 722 or ESL 724

ESL: Academic Preparedness and Career Development

Program of Study Code: 005067
Term Effective: Fall 2016
0.0 Units
(707) 527-4251
srjccertificate005067@santarosa.edu

Program Requirements:
The Certificate of Completion in Academic Preparedness and Career Development prepares high intermediate level ESL students with the English language and literacy skills needed to function independently in most vocational and academic situations. The certificate focuses on developing the requisite level of reading, writing and speaking skills needed to matriculate to credit level ESL courses.

Program Student Learning Outcomes
Upon successful completion of this certificate, the student will be able to:
1. Demonstrate listening, speaking and reading skills needed to clearly communicate and understand information and ideas in personal, academic and vocational settings;
2. write more extensive notes and short reports in personal, academic and vocational settings;
3. successfully adapt to new cultural settings at work, school and the community and demonstrate cross-cultural skills in multi-cultural settings.

Academic Preparedness and Career Development - complete 0.0 units
ESL 716 Intermediate High Non-Credit English as a Second Language
ESL 716RW Intermediate Non-Credit ESL Reading/Writing
ESL 781 Transitional Reading/Writing/Grammar for NC ESL Students
Complete any combination totaling at least 0.0 units from the following:
ESL 781A Low Interim Read/Wrt/Gramm for Transitional NC ESL Pt 1
and
ESL 781B Low Interim Read/Wrt/Gramm for Transitional NC ESL Pt 2
Complete any combination totaling at least 0.0 units from the following:
ESL 716CP Intermediate Non-Credit ESL Conversation/Pronunciation
ESL 722 Introduction to ESL Computer Basics
ESL 732 Beginning ESL Computer Basics
ESL 735 Vocational English as a Second Language for Culinary Arts

Languages

ESL 701 Beginning High Non-Credit ESL
ESL 712 Beginning Non-Credit ESL Literacy
ESL 713 Low Beginning Non-Credit English as a Second Language

Reading/Writing

ESL 714 Beginning High Non-Credit English as a Second Language
ESL 715 Intermediate/Low Non-Credit English as a Second Language

Conversation/Pronunciation

ESL 714CP Beginning-High Non-Credit ESL Conversation/Pronunciation
ESL 714RW Beginning-High Non-Credit ESL Reading/Writing
ESL 722 Introduction to ESL Computer Basics
ESL 724 Vocational English for Speakers of Other Languages

Spanish Speakers

ESL 713CP Beginning-Low Non-Credit ESL Conversation/Pronunciation
ESL 713RW Beginning-Low Non-Credit ESL Reading/Writing

Other Essential Program Information:
3 courses needed for this certificate
Required Courses: ESL 712 and ESL 713
Complete one course: ESL 701, ESL 713CP or ESL 713RW
SECTION 7

ANNOUNCEMENT OF COURSES

General Course Information. ................. 180
Courses ........................................ 181
Courses: Course Numbering — Prerequisites

Course Numbering

The course numbering explanation provided below is to help students easily identify those courses needed as they plan their studies at SRJC. All courses numbered 299 or lower (1-299) are Associate Degree courses. They can be applied toward the 60 unit A.A./A.S. graduation requirement and for certificates.

1-49
Courses numbered 1-49 are accepted by the University of California (UC) system and most other four-year colleges and universities. For specific course articulation comparability consult the Counseling Office or the Transfer Center.

1-99
Courses numbered 1-99 are accepted by the California State University (CSU) system. For specific course to course articulation, consult the Counseling Office or the Transfer Center.

INDEPENDENT STUDY 49 AND 98 COURSES

Independent Study or special project courses are numbered 49 and 98, and are offered to provide an opportunity for students to further their knowledge and skills in a specific subject. They provide the students with the experience in planning and outlining a course of study on their own initiative under instructor and departmental supervision. These courses are not offered to cover the content of a course that is already part of the College’s regular program of instruction.

It is recommended that students who contemplate enrolling for independent study courses should have completed one semester of college work and should have taken at least a minimum of one previous course in the specific department in which they will do the independent study. Students enrolling in an Independent Study course numbered 98 must pursue a major in the occupational area of which the independent study project is a part.

Students desiring to register for an Independent Study course must first develop their own project and submit this in writing for the approval of the instructor who will guide the project, the chairperson of the department in which the course is given, and the appropriate dean. Forms are available in the department or the appropriate dean’s office. Three independent study units a semester is considered a reasonable load. A total of six (6) units only, for any combination of 49 and 98 courses, is allowed toward an A.A. degree or toward the 60-unit transfer requirement. In addition, students taking Independent Study courses numbered 49 need to be advised that the University of California (UC) determines credit after transfer, which means that the 49 courses are not counted for admission. (See a counselor for details.)

100-299
Courses numbered 100-299 are associate degree applicable. Although not intended for university transfer, occasionally these courses may be accepted for transfer credit by four-year institutions. The determination of acceptance of these courses will be made by the receiving institution. To check whether an articulation agreement exists for a particular course, consult the Counseling Office or the Transfer Center.

300-399
Courses numbered 300-399 are college credit, non-degree applicable, and basic skill courses. Non-degree credit courses are courses that earn credit but are not counted toward the 60 units required for the associate degree. Non-degree courses are intended to assist students in acquiring skills needed for college level courses. These courses do apply toward residency, athletic eligibility, work study and financial aid, veterans benefits, associated student body office, and full-time status.

400 AND ABOVE
Courses numbered 400 and above are non-credit; no college credit is given for these courses.

EXPERIMENTAL COURSES:
89S, 129S, 229S & 329S
Experimental or temporary courses are numbered with 89S, 129S, 229S, and 329S. The College may occasionally offer courses with these numbers, which are designed as trial efforts at new curricular content or methods. Such courses are approved for use as electives toward the associate degree, but may not be usable for a requisite course in a degree, certificate, or general education pattern.

C-ID Course Identification Numbering System

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 signal 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 course number. In other words, the C-ID designation can be used to identify comparable courses at different community colleges. Thus, if a Santa Rosa Junior College course qualifies for a C-ID number, students can be assured that it will be accepted in lieu of a course bearing the same C-ID designation at another California community college.

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. To confirm how each course will be accepted at a particular four-year college or university for transfer credit, students should always go to www.assist.org (the official repository of articulation for California’s public colleges and universities).

To view a current list of SRJC courses approved for C-ID numbers, visit www.santarosa.edu/articulation, and click on "C-ID Qualified Courses."

Course Offerings

Since course offerings are modified continuously, the College may cancel any course having insufficient enrollment.

The responsibility for fulfilling all requirements of the Junior College and the transfer institution is the student’s. The requirements and policies vary in different colleges and universities; therefore, the student should consult the latest catalog of the institution to which he/she plans to transfer or seek assistance from the transfer center.

Course Symbols

Where applicable, following the end of each course description it is noted if the course meets requirements for the SRJC associate degree, CSU General Education pattern, and/or the IGETC pattern. It should be noted that both the graduation and transfer requirements are subject to change. Students should consult their counselors for the latest information.

Prerequisites, Corequisites, and Advisories

If a course has a prerequisite or corequisite indicated, a student is not allowed to enroll in the class unless he or she has met the stated prerequisite(s). A student has the right to challenge a course prerequisite/corequisite based on the following grounds: the corequisite/prerequisite has not been established in accordance with the District’s process for establishing corequisite/corequisites; the corequisite/prerequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner; or the student has the knowledge or ability to succeed in the course or program despite not meeting the corequisite/prerequisite. The burden of proof is on the student. If the challenge is upheld, the student may enroll; if not, the student will be dropped or not allowed to enroll in the class.

Each student is responsible for meeting all course corequisite/corequisites. Students must receive a satisfactory grade in a prerequisite course in order to enroll in the target course. A satisfactory grade is defined as a grade of Credit (CR)/Pass (P) or C or better.

Policy 8.1, Revised, January 2014

Students may not receive credit for a Santa Rosa Junior College course that is a prerequisite to a Santa Rosa Junior College course he or she has already completed.

Many courses have "recommended preparations." While students can enroll in the course without completing the recommended course, it must be taken seriously. If you are not sure if you are prepared to take a course, see your counselor or advisor.
ADAPTED PHYSICAL EDUCATION

APE 101 Adapted Swimming  
(Fomerly LPE 101) 0.5-1.5 Units/Up to 3 hours laboratory. Grade or P/NP. This course is designed for students with physical disabilities. Personalized programs will include instruction in water safety, aquatic exercise and basic swimming skills appropriate for disability. There is an emphasis on encouraging independence and teaching lifelong fitness skills.

APE 110 Adapted Functional Movement  
(Fomerly LPE 110) 0.5-1.5 Units/Up to 3 hours laboratory. Grade or P/NP. This course is designed for students with physical disabilities. Personalized exercise programs are created that focus on functional fitness: strength, balance, coordination, endurance and flexibility. There is an emphasis on independence and developing lifelong fitness skills.

APE 301 Health and Fitness  
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. This course is designed for students with disabilities. Personalized programs will include instruction in water safety, aquatic exercise and basic swimming skills. Programs will address the limitations of individual disability. Emphasis is on encouraging independence and teaching lifelong fitness.

APE 701 Adapted Swimming  
(Formerly LPE 701) 0 Unit/3 hours laboratory. Non-Credit Course. This course is designed for students with disabilities. Personalized programs will include instruction in water safety, aquatic exercise and basic swimming skills. Programs will address the limitations of individual disability. Emphasis is on encouraging independence through teaching of lifelong fitness skills. Exempt From Repeat Provisions

APE 709 Adapted Body Conditioning  
(Formerly LPE 709) 0 Unit/3 hours laboratory. Non-Credit Course. This course is designed for students with disabilities. Personalized exercise programs are created that focus on strength training, cardiovascular endurance, and flexibility training. Programs will address the limitations of individual disability. Emphasis is on encouraging independence through teaching of lifelong fitness skills. Exempt From Repeat Provisions

APE 710 Adapted Physical Education Lab  
(Formerly LPE 710) 0 Unit/3 hours laboratory. Non-Credit Course. This lab course is designed for students with physical disabilities. Students will work towards achieving functional fitness goals and should be able to use the equipment in the Adapted PE classroom with limited direct instruction. Students’ exercise programs will address: strength, balance, coordination, endurance and flexibility with an emphasis on independence and developing lifelong fitness skills. Exempt From Repeat Provisions

ADMINISTRATION OF JUSTICE

AJ 21 Introduction to Administration of Justice  
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ENGL 102 or ESL 100. This course explores the historical development and philosophy of the administration of justice in America, including theories of crime, punishment, rehabilitation, and the identification of the system and various subsystems, role expectations, and their interrelationships in society. (CSU. CID:AJ 110)

AJ 22 Concepts of Criminal Law  
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. This course is a study of the historical development, philosophy of law and constitutional provisions in the administration of justice system. The course includes defining and classifying crime, legal research, study of case law, significance of evidence and the investigation, criminal culpability, and principles of criminal offenses. (CSU. CID:AJ 120)

AJ 25 Community Relations  
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. This course examines the complex, dynamic relationships between communities and the justice system in addressing crime, victimization, conflict, and communication. There is an emphasis on diverse populations within the community and within the justice system. (CSU. CID:AJ 160)

AJ 53 Juvenile Procedures  
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. This course is an examination of the origin, development, and organization of the juvenile justice system. The course explores the theories, procedures, and laws surrounding delinquency and dependency. (CSU. CID:AJ 220)

AJ 54A Introduction to Evidence  
(Formerly AJ 51A) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. The study of the philosophical and legal basis of evidence. The types will include: ways of presenting evidence, judicial decisions and statutory rules of evidence governing the admissibility of testimony, writings, and material objects at motions and trial, and constitutional and procedural considerations affecting searches, seizures, admissions and confessions. (CSU. CID:AJ 124)

AJ 54B Basic Criminal Investigation  
(Formerly AJ 51A) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of AJ 54A. Recommended: Course Completion of AJ 55 and AJ 52 and Course Eligibility for ENGL 100 OR ENGL 102 OR ESL 100. This course examines the techniques, procedures, and ethical issues in the investigation of crime, including organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, information sources, evidence utility, scientific analysis of evidence, and the role of the investigator in the criminal trial process. (CSU. CID:AJ 140)

AJ 55 Criminal Court Process  
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. This course is an examination of the development, philosophy, and stages of criminal court proceedings. Emphasis is placed on the court process particularly the application and interpretation of procedural law, case law, and constitutional law pertaining to the first contact with the system through the appellate process. (CSU. CID:AJ 122)

AJ 56 Crime and Criminal Justice in Society  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. This course examines the theories of crime causation and the extent of crime in contemporary society, and the social, legal, and political responses to criminal and delinquent behavior. (CSU. CID:SOCI 160)

AJ 70 Introduction to Corrections  
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. This course is designed to provide the student with an overview of the history and trends of adult and juvenile corrections including probation and parole. It will focus on the legal issues, specific laws and general operation of correctional institutions. The relationship between corrections and other components of the judicial system will also be examined. (CSU. CID:AJ 200)

AJ 71 Correctional Interviewing & Counseling  
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. This course is an introduction to the techniques in counseling and interviewing used by practitioners in the corrections system. The student will examine and apply appropriate theories and techniques used by correctional employees when interviewing or counseling a client. (CSU)

AJ 98 Independent Study in Administration of Justice  
1-3 Units/Up to 9 hours by arrangement. Grade Only. Prerequisite: Course Completion of AJ 12 and Application to Department. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Special studies in Administration of Justice. Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience on approved research topics. (CSU)
Courses: Administration of Justice

AJ 99I Admin of Justice Occupational Work Experience Internship
0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an interview, placement and verification of employment because intern position must be secured prior to enrollment.

Administration of Justice Occupational Work Experience internship offers job readiness preparation, job seeking and coaching, application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning that relates to the students’ educational or occupational goal in Administration of Justice. Students eligible for internships will have declared a major in Administration of Justice or related discipline, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students will acquire new knowledge, skills, and abilities to prepare for a career in the field of Administration of Justice (CSU). 16 Units Total (WinEx only)

AJ 140 Introduction to Homeland Security
3 Units/1 hour lecture, 6 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Introductory academy course to explore government and industry challenges of homeland security. Threats, security strategies, and entry-level employment opportunities will be covered. (Note: For California Arrest Authority students should enroll in AJ 354 and AJ 355)

AJ 203 Ranger Academy
12.5 Units/41 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must provide a medical clearance to participate in the academy physical conditioning program and physical performance tests. California residents must pass a criminal history check as outlined in California Penal Code 13511.5. Non-residents must also pass a criminal history check through the Federal Bureau of Investigation (FBI). Students must possess a valid driver’s license. Basic Law Enforcement Training program accredited by the Federal Government to certify graduates for employment in National Parks and/or Regional and County Parks.

AJ 222B Modular Basic Police Academy - Level II
6 Units/1 hour lecture, 16 hours laboratory. Grade Only. Prerequisite: Course Completion of AJ 222A or equivalent. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must pass California Commission on Peace Officer Standards and Training (P.O.S.T) Reading and Writing test with a minimum T-Score of 42. There is data compiled by P.O.S.T that indicates a range of T-40 to T-50 is recommended for use by agencies. Because the academy is an entry requirement for a law enforcement position, it is necessary to use this test for entry level. California residents must pass a criminal history check as outlined in California Penal Code Section 13511.5. Non-residents must also pass a criminal history check through the Federal Bureau of Investigation (FBI). Students must possess a valid driver’s license.

The course is the second module of the Modular Basic Police Academy course and fulfills the minimum training requirements for Level II Reserve Officers as prescribed by the California Commission on Peace Officer Standards and Training (P.O.S.T). Topics include criminal law, laws of arrest, evidence, report writing, crimes in progress, hazardous materials, firearms, and chemical agent training.

AJ 222C Modular Basic Police Academy - Level I
11 Units/4 hours lecture, 15 hours laboratory. Grade Only. Prerequisite: Course Completion of AJ 222B or equivalent. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must pass California Peace Officer Standards and Training (P.O.S.T) Reading and Writing test with a minimum T-Score of 42. There is data compiled by P.O.S.T. that indicates a range of T-40 to T-50 is recommended for use by agencies. Because the academy is an entry requirement for a law enforcement position, it is necessary to use this test for entry level. Students must provide a medical clearance to participate in the academy physical conditioning program and physical performance tests. Students must pass P.O.S.T. mandated physical performance test to enter the academy.

California residents must pass a criminal history check as outlined in California Penal code 13511.5. Non-residents must also pass a criminal history check through the Federal Bureau of Investigation (FBI). Students must possess a valid driver’s license.

The course is the third part of the Modular Basic Police Academy course. This course meets the California Commission on Peace Officer Standards and Training (P.O.S.T) requirements for Level I Reserve or Regular Peace Officer training when taken in conjunction with Level III and Level II Modular Basic Police Academy training. Students taking this course will be required to attend an orientation prior to the start of class. Contact the Santa Rosa Junior College Public Safety Training Center for details.

AJ 223 Basic Police Academy
21 Units/7.5 hours lecture, 32.5 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must pass California Peace Officer Standards and Training (P.O.S.T) Entry-Level Law Enforcement test with a minimum T-Score of 42. There is data compiled by P.O.S.T that indicates a range of T-40 to T-50 is recommended for use by agencies. Because the academy is an entry requirement for a law enforcement position, it is necessary to use this test for entry level. P.O.S.T has completed studies for both agencies and community colleges indicating success in the academy and on the job based on these scores. Students must provide a medical clearance to participate in the academy physical conditioning program and physical performance tests. Students must pass P.O.S.T-mandated physical performance test to enter the academy. California residents must pass a criminal history check as outlined in California Penal Code 13511.5. Non-residents must also pass a criminal history check through the Federal Bureau of Investigation (FBI). Students must possess a valid driver’s license. A Basic Police Academy certified by the Commission on Peace Officer Standards and Training (P.O.S.T) for the State of California. This intensive 20 week Academy teaches criminal law, laws of search and seizure, laws of evidence, traffic laws, investigative techniques, patrol procedures, firearms, vehicle operations course, defensive tactics, police report writing, first aid, and cardiac resuscitation. The Basic Police Academy provides instruction and evaluation of all academic, physical, and behavioral traits required by the State of California to meet the minimum standards to be employed as a police officer in California.

AJ 305 Advanced Officer Training
(Formerly AJ 305.1) 0.5-3 Units/Up to 1.5 hours lecture, 4 hours laboratory. P/NP Only.

This course is designed for public safety employees who must update their training in order to meet federal, state or locally mandated laws requiring currency in legal and personnel matters. The course will meet in-service/refresher training needs to enhance the skills and professionalism of public safety personnel. Legally Mandated Repetition

AJ 306 Public Safety Instructor Development
1 Unit/0.5 hours lecture, 1.25 hours laboratory, 0.5 hour by arrangement. P/NP Only.

This course fulfills the requirement for instructor development for the Basic Law Enforcement Course as mandated by the California Commission on Peace Officer Standards and Training (POST). The instructional system includes training mandates, training specifications and methods for delivering instruction. Legally Mandated Repetition

AJ 342 Animal Control
1 Unit/0.5 hours lecture, 1.75 hours laboratory. P/NP Only.

This course is designed for students who are interested in a career in animal control. It will provide students with the knowledge of animal control laws and enforcement. Legally Mandated Repetition

AJ 343 Defensive Tactics Instructor
1 Unit/7 hours lecture, 33 hours laboratory for 1 week. P/NP Only.

Limits on enrollment: Must have low law enforcement experience or equivalency. This course is designed to train peace officers how to instruct weaponless defense tactics according to the California Commission on Peace Officer Standards and Training (POST). Legally Mandated Repetition

AJ 344 Defensive Tactics Instructor Update
0.5 Unit/5 hours lecture, 11 hours laboratory for 1 week. P/NP Only.

Limits on enrollment: Must show proof of completion of basic defensive tactics course. This course is designed to update peace officers how to instruct weaponless defense tactics and
arrest and control techniques according to the California Commission on Peace Officer Standards and Training (POST).

Legally Mandated Repetition

**AJ 348 Training Manager**
0.5 Unit/3 hours lecture, 2.5 hours laboratory for 1 week. P/NP Only. This course covers topics related to management functions and training. The course includes legal issues, training needs assessment, training policies and plans, records management, training resources, and information about the California Commission on Peace Officers Standards and Training (POST).

Legally Mandated Repetition

**AJ 350 Background Investigation**
1 Unit/8 hours lecture, 24 hours laboratory for 1 week. P/NP Only. This course will orient students to the responsibilities in the public safety pre-employment background investigation process, including how to conduct pre-employment interviews, evaluate suitability for employment and related documentation for a thorough background investigation.

Legally Mandated Repetition

**AJ 351 Emergency Vehicle Operations**
0.25 Unit/2.5 hours lecture, 5.5 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Must possess basic POST certificate or equivalent. This course is designed to train police officers in the areas of technical driving on a skills course, collision avoidance simulations, and skid control techniques in the skid car based on the requirements set forth by the California Commission on Peace Officer Standards and Training (POST). Emergency response and pursuit driving are also covered during this course. Each of the behind-the-wheel exercises is designed to improve current driving skills and develop confidence during emergency vehicle operation.

Legally Mandated Repetition

**AJ 353 Public Safety Dispatcher Basic Course**
2 Units/40 hours laboratory for 3 weeks. P/NP Only. This course will identify and specify the training necessary for entry level public safety dispatchers who have no prior training or limited experience in the area of dispatching. Issues addressed will consist of knowledge and skills necessary for dispatchers to meet minimum performance standards for entry level positions. The student will be introduced to the criminal justice system, the laws as they pertain to dispatchers and public safety, communication theory, telephone procedures, radio procedures, resource and referral services, critical incidents, and stress management.

Legally Mandated Repetition

**AJ 354 PC 832 Firearms**
0.5 Unit/3 hours lecture, 2.5 hours laboratory for 1 week. P/NP Only. Limits on enrollment: A criminal history check is required by state law (13511.5 Penal Code) for non-public safety agency personnel. This course fulfills the requirements of Section 832 of the Penal Code as mandated by the California Commission on Peace Officer Standards and Training (POST) for agencies authorizing the use of firearms. Firearms topics covered include care and maintenance, function, safety, shooting positions and fundamentals. Successful completion of a POST accuracy test is required for course completion.

Legally Mandated Repetition

**AJ 355 Penal Code 832 Powers of Arrest Course**
(Formerly AJ 221.9) 0.75 Unit/2.5 hours laboratory. P/NP Only. This course is an introduction to criminal law, laws of arrest, search and seizure and basic law enforcement principles and practices. It fulfills the arrest component of the training mandated by California Penal Code Section 832 (PC 832) for employment as a peace officer. The course is certified by the California Commission on Peace Officer Standards and Training (POST) and the State Standards and Training for Corrections Program (STC).

Legally Mandated Repetition

**AJ 356 Concealed Weapons Firearms**
0.25 Unit/16 hours laboratory for 1 week. P/NP Only. Limits on enrollment: A criminal history check and clearance is required by California state law (Penal Code 13511.5). For students who meet all of the criteria specified in Title 5 Sections 55040(d), 55040(b)(8), and 55000(b), this course may be repeated. Students who do not meet these criteria cannot repeat the course. This course is designed for individuals seeking to carry a concealed firearm. Content will address legal and moral justification and responsibility when carrying or using a concealed firearm. Individual instruction in use of various firearms to develop weapons proficiency and familiarization in order to make proper decisions concerning use of the handgun. Students are required to supply their own weapon and ammunition.

Legally Mandated Repetition

**AJ 357 Concealed Weapons Update**
(Formerly AJ 310.2) 0.25 Unit/2.5 hours lecture, 5.5 hours laboratory for 1 week. P/NP Only. Prerequisite: Course Completion of AJ 356. Limits on enrollment: A criminal history check and clearance by California state law (Penal Code 13511.5) Review of current issues in the use of force including legal and moral requirements in the use of deadly force. The class will also encompass safety issues related to the handling of firearms and mandatory handgun requalification examination. The course is designed for those persons who have applied for renewal of a concealed weapons permit and are required to requalify for the permit.

Legally Mandated Repetition

**AJ 361 Law Enforcement Supervisor Techniques**
(Formerly AJ 215.3) 2 Units/6.5 hours lecture, 33.5 hours laboratory for 2 weeks. P/NP Only. Limits on enrollment: Show proof of completion of basic police academy or equivalent. This course will provide the necessary training for supervisors of public safety agencies as mandated by the California Commission on Peace Officer Standards and Training (POST) and Standards and Training for Corrections (STC). This course will address leadership styles, supervision techniques, motivation, communication, problem solving and discipline issues.

Legally Mandated Repetition

**AJ 363 Health and Safety Code 11550 Drug Recognition**
0.5 Unit/5 hours lecture, 11 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Must show proof of Basic Police Academy or equivalent at Director’s discretion. This course is designed to assist public safety personnel in identifying individuals who are under the influence of drugs (H and S 11550). Public safety personnel will develop skills and confidence in evaluating individuals suspected of being under the influence of stimulants, depressants, dissociative anesthetics, hallucinogens, opiates, inhalants, cannabis, and alcohol. The course will also give the public safety officer a basic knowledge of other drug related matters with relation to history of drug abuse, new drug trends, 4th and 5th Amendment issues, packaging, developing expert testimony, report writing techniques, and informing development tips.

**AJ 364 Corrections Officer Basic**
5.5 Units/2.5 hours lecture, 9 hours laboratory. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Health or Safety Students must provide a medical clearance to participate in the academy physical conditioning program and physical performance tests. This Corrections Officer Basic Core (COBC) course presents the required training for entry level correctional officers as mandated by the Standards and Training for Corrections (STC), a state regulatory agency. Topics addressed consist of legal issues, communication, classification, contraband, booking, release of information, safety and security of facility and inmates, supervising inmates, report writing, record keeping, ethics, professionalism, physical training, defensive tactics, and restraint techniques. The Corrections Officer Basic Core course provides instruction and evaluation of all academic, physical, and behavioral traits required by the STC to meet the minimum standards to be employed as a correctional officer in the State of California.

**AJ 365 Probation Officer**
5.5 Units/2.5 hours lecture, 9 hours laboratory. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Health or Safety Students must provide a medical clearance to participate in the academy physical conditioning program and physical performance test. The Probation Officer (PO) Core course presents the required training for entry level probation officers as mandated by the Standards and Training for Corrections (STC), a division of the Board of State and Community Corrections (BSCC), a state regulatory agency. Topics addressed include: the California Justice System, current trends and practices in probation, risk factors for the probationer, information gathering, court reports and presentations, case planning and supervision, transportation, use of force, personal safety, physical training, and defensive tactics. The Probation Officer Core course provides instruction and evaluation of all academic, physical, and behavioral traits required by the STC to meet the minimum standards to be employed as a probation officer in the State of California.

Courses: Administration of Justice
Courses: Agriculture

AJ 366 Juvenile Corrections Officer Core Course
(Formally AJ 221.4) 3 Units/13 hours lecture, 13.5 hours laboratory, 13.5 hours by arrangement for 4 weeks. P/NP Only.
The Juvenile Corrections Officer Core (JCO) course presents the required training for entry level juvenile corrections officers as mandated by the Standards and Training for Corrections (STC), a state regulatory agency. Topics addressed include: supervising juveniles, searching and maintaining security, investigating and detecting problems, report writing, record keeping, handling emergencies, counseling, interacting and communicating with juveniles, as well as people external to staff, interpersonal relations, physical training, defensive tactics, and restraint techniques. The Juvenile Corrections Officer Core course provides instruction and evaluation of all academic, physical, and behavioral traits required by the STC to meet the minimum standards to be employed as a juvenile corrections officer in the State of California. Legally Mandated Repetition

AJ 368 Basic Humane Academy
2 Units/6.5 lecture, 33.5 hours laboratory for 2 weeks. P/NP Only.
This course will assist students in the development of basic investigative techniques as they relate to the enforcement of California and Federal animal-related law. Students should be prepared to recognize basic care, neglect and abuse of animals, collect evidence, develop basic report writing skills, discuss courtroom testimony and demeanor, and work collaboratively with a team. Legally Mandated Repetition

AJ 369 Advanced Humane Academy
0.75 Unit/2.5 hours laboratory. P/NP Only. Recommended: Course Completion of AJ 299.B8.
This course will assist students in the development of advanced investigative techniques as they relate to the enforcement of California animal-related law. Students should be prepared to conduct a mock investigation, take photographs, write reports, collect evidence, work collaboratively with a team, and testify in a mock trial. Legally Mandated Repetition

AJ 370 United States Army Corps of Engineers Ranger Safety (USACE)
(Formerly AJ 399.B) 1 Unit/3.5 hours laboratory. P/NP Only.
Intensive course designed to develop basic knowledge, skills, and abilities to enable the student to safely and effectively provide visitor assistance, protect persons, property, natural and cultural resources on the United States Army Corp of Engineer (USACE) projects. The course will also include instruction on ranger personal protection and safety, tactical communications, patrol techniques, and defensive tactics. Legally Mandated Repetition

AJ 380.1 Officer Training Skills and Topics 1
0.25 Unit/3 hours lecture, 5 hours laboratory for 1 week. P/NP Only.
This course covers basic skills and topics as identified by various public safety professions. It is designed for individuals interested in current laws or recent changes to federal, state, or local mandates. This course will also cover current skills and topics related to public safety training. Legally Mandated Repetition

AJ 380.2 Officer Training Skills and Topics 2
0.25 Unit/16 hours laboratory for 1 week. P/NP Only.
This course covers intermediate skills and topics as identified by various public safety professions. It is designed for individuals interested in more complex current laws or recent changes to federal, state, or local mandates. This course will also cover current skills and topics related to public safety training. Legally Mandated Repetition

AJ 380.3 Officer Training Skills and Topics 3
0.25 Unit/24 hours laboratory for 1 week. P/NP Only.
This course covers advanced skills and topics as identified by various public safety professions. It is designed for individuals interested in current laws or recent changes to federal, state, or local mandates. This course will also cover current skills and topics related to public safety training. Legally Mandated Repetition

AJ 380.4 Officer Training Skills and Topics 4
0.5 Unit/32 hours laboratory for 1 week. P/NP Only.
This course covers complex skills and topics as identified by various public safety professions. It is designed for individuals interested in current laws or recent changes to federal, state, or local mandates. This course will also cover current skills and topics related to public safety training. Legally Mandated Repetition

AJ 380.5 Officer Training Skills and Topics 5
0.75 Unit/40 hours laboratory for 1 week. P/NP Only.
This course focuses on the application of skills and topics as identified by various public safety professions related to current laws or recent changes to federal, state, or local mandates. This course will also cover current skills and topics related to public safety training. Legally Mandated Repetition

AJ 380.6 Officer Training Skills and Topics 6
0.75 Unit/24 hours laboratory for 2 weeks. P/NP Only.
This course covers multiple skills and topics as identified by various public safety professions. It is designed for individuals interested in current laws or recent changes to federal, state, or local mandates. This course will also cover current skills and topics related to public safety training. Legally Mandated Repetition

AJ 380.7 Officer Training Skills and Topics 7
1 Unit/28 hours laboratory for 2 weeks. P/NP Only.
This course covers intensive and multiple skills and topics as identified by various public safety professions. It is designed for individuals interested in current laws or recent changes to federal, state, or local mandates. This course will also cover current skills and topics related to public safety training. Legally Mandated Repetition

AJ 380.8 Officer Training Skills and Topics 8
1 Unit/32 hours laboratory for 2 weeks. P/NP Only.
This course bridges a variety of skills and topics as identified by various public safety professions. It is designed for individuals interested in current laws or recent changes to federal, state, or local mandates. This course will also cover current skills and topics related to public safety training. Legally Mandated Repetition

AJ 714 Law Enforcement Career Planning
0 Unit/0.25 hour lecture. 0.25 hour laboratory. Non-Credit Course.
The course provides general minimum requirements and testing and background process for entry level law enforcement and corrections. Students will be provided with an opportunity to participate in both the Peace Officer Standards and Training (POST) Reading and Writing Proficiency Test and Physical Agility Test. Career information will be available to participants. Exempt From Repeat Provisions

AJ 715 AJ Special Topics
0 Unit/6 hours by arrangement. Non-Credit Course. Limits on enrollment: Admission to Program
Students who are not meeting the minimum psychomotor, knowledge or performance criteria for State or Federally certified law enforcement or correction courses will use the computer lab/simulators, psychomotor skills practice, performance practice, and instructor led reviews (at a self-paced rate) to meet the standards of these courses. Exempt From Repeat Provisions

AGRICULTURE

AGRI 10 Introduction to Agricultural Sciences
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
A course designed to acquaint students with basic scientific principles through applied experiences of an agricultural nature. Specific topics include taxonomy, physiology, reproduction, biochemistry, genetics, economics, and consumerism as they relate to plant science, animal science, soil science and viticulture/enology (CSU,UC.)
AA/AS area CCSU area B2

AGRI 20 Introduction to Plant Science
(Formerly AG 51) 3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An introductory course in plant ecology, the fundamentals of botany and the taxonomy of plants with emphasis on plant structure and function. The principles and practices of horticultural crop production as they relate to plant, soil and climatic relationships will be stressed.
(CSU,UC, C-ID:AG - PS 106L)
AA/AS area CCSU areas B2,B3
AGRI 50 Introduction to Agriculture Education
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Objectives, nature, and scope of teaching vocational agriculture. Overview of types of programs and classes and examination of career opportunities in vocational education.(CSU)

AGRI 56 Agricultural Enterprise Project
2–4 Units/Up to 1 hour lecture, 3 hours by arrangement. P/IP Only.
Prerequisite: Course Completion or Current Enrollment in AGBUS 7 OR AGSCI 20 OR EDCO 25 OR AGRI 20 OR AGBUS 51 OR AGBUS 56 OR ORT 51 OR ORT 110 OR ORT 56 OR SUSAG 50 OR SUSAG 110. Recommended: Eligibility for ENGL 100 or ESL 100.
In consultation with instructor, student will select a specific agricultural/horticultural crop, commodity, or product and develop an enterprise project, using the resources at Shone Farm or other locations (with instructor's consent). Projects involve field experience in production and management techniques, marketing methods, and eventual sale of the chosen agricultural/horticultural crop, commodity, or product.(CSU)

AGRI 60 Soil & Plant Nutrition
(Formerly AG53) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Presents the study of soil as a growth medium for plants and a valuable natural resource. Includes physical, chemical and biological properties of soil; soil-water relationships; organisms, organic matter decomposition and soil ecosystem principles; soil reaction, cation exchange and essential nutrient cycling; synthetic and organic fertilizers; soil conservation and land management principles and practices. Performing soil analyses and making recommendations for management and crop production. Computations include land areas, liming rates, fertilizer cost, formulations, application rates, metric/unit conversions and developing customized soil reports.(CSU. CID:AG - PS 128L)

AGRI 70 Integrated Pest Management
(Formerly AG 52) 3 Units/2 hours lecture, 3 hours laboratory. Grade or P/IP. Recommended: Eligibility for ENGL 100 or ESL 100.
Exploration of major agricultural pests, including insects, weeds, and diseases, and their impact on commercial crops and the landscape. The course focuses on integrated pest management, including cultural, biological, mechanical/physical, and chemical control methods. Course is designed to assist students in preparing for California licensing exams in pest management.(CSU)

AGRI 98 Independent Study in Agriculture
1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.
Special projects by arrangement to provide for independent study and enriched academic experience in Agriculture.(CSU)

AGRI 99 Agriculture Occupational Work Experience
0.5–8 Units/Up to 34.5 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Students must have a job in a licensed business that is directly related to their educational or occupational goal. Units earned are based on hours worked during the term.
Agriculture Occupational Work Experience is supervised employment of students that extends classroom learning to the job site and relates to the students' educational or occupational goal in agriculture. The course is for students who work in a job that is related to the field of agriculture.(CSU) 16 Units Total (WnEx only)

AGRI 99I Agriculture Occupational Work Experience Internship
0.5–8 Units/Up to 34.5 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an interview, placement and verification of employment because interm position must be secured prior to enrollment.
Agricultural Occupational Education Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning that relates to the students' educational or occupational goal in Agriculture. Students eligible for internships will have declared a major in agriculture, have completed courses in the major, or have acquired a high level of skill in the discipline and are ready for on-the-job experience in a paid (75 hours/unit) position. Please consult major/certificate requirements for number of units needed. Students will acquire new knowledge, skills, and abilities to prepare for a career in the field of Agriculture.(CSU) 16 Units Total (WnEx only)

AGRICULTURE BUSINESS

AGBUS 2 Agricultural Computer Applications
(Formerly AG 2) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of CS 101A OR CS 101B OR CS 5.
Computer use in the workplace with emphasis on agribusiness situations. Use of software applications, presentation manager and Google applications in agribusiness. Also included in this course will be the use of online tools for marketing and sales in agribusiness.(CSU. C-ID:AG - AB 108)

AGBUS 7 Agricultural Economics
(Formerly AG 7) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent and Course Eligibility for MATH 155.
Introduction to factors affecting demand and supply for food, fiber and agricultural inputs. Evaluating factors of productions, market structure, price system and their applications in agriculture.

AGBUS 71 Agricultural Accounting
(Formerly AG 72) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Applications of the principles and practices of financial and managerial accounting in agribusiness. The course also includes methods of record-keeping, measurement of revenue and expenses and analysis of financial positions in agribusiness.(CSU)

AGBUS 82 Agricultural Marketing
(Formerly AG 74) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Survey of marketing aspects of the agriculture industry. An overview of the structure and institutional aspects of the marketing system including global agricultural markets. Develop and present effective marketing plans for value-added commodities. Conduct industry studies of the marketing of selected locally grown commodities.(CSU)

AGMEC 60 Agricultural Machinery & Equipment Skills
2 Units/1hour lecture, 3 hours laboratory. 0.5 hour by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Evaluation and practice of safe tractor and agricultural equipment operation. Students

Courses: Agriculture Mechanics

AGMEC 60 Agricultural Machinery & Equipment Skills

AGMEC 60 Agricultural Machinery & Equipment Skills
operate tractors and common farm implements as well as learn the proper techniques for the service and repair of agricultural equipment.(CSU)

**AGMEC 61 Farm Machinery Repair 1**  
1.5 Units/1 hour lecture, 1.5 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
This class will investigate the use, maintenance, repair and adjustment of equipment and light utility machinery commonly used in Sonoma County agriculture. Students will study and practice the maintenance and repair of machinery and tractors.(CSU)

**AGMEC 163 Small Gasoline Engines**  
(Formerly AGMEC 63) 2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
The practical aspects of the repair and safe operation of small gasoline engines are emphasized. Troubleshooting, disassembly, repair, reassembly and appropriate use of engines found on equipment such as lawn mowers, rototillers, blowers, weed eaters, etc., are covered.

**ALCOHOL AND OTHER DRUG STUDIES**

**AODS 90 Introduction to Alcohol and Drug Studies**  
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
This course reviews the field of alcohol and other drug abuse. The course will study the history of alcohol and other drug abuse and its impact on American society and the family. It includes an overview of theories of substance abuse and identification of signs and symptoms, as well as treatment resources and myths of abuse.(CSU)

**AODS 91 Prevention and Education on Alcohol and Drugs**  
(Formerly HLE 96) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
This course reviews prevention and education techniques and strategies needed to help the chemically dependent person overcome addiction. Students will analyze the ways in which education can and does assist in the prevention of communicable and infectious diseases among drug users and the application of harm reduction strategies to other public health issues.(CSU)

**AODS 92 Pharmacological & Physiological Effects of Alcohol & Drugs**  
3 Units/3 hours lecture. Grade Only.  
This course reviews the medical and pharmacological aspects of alcohol and psychoactive substances. Students will also review theories and research pertaining to chemical dependency, pharmacological actions of drugs, drug classifications, medical and physical effects of alcohol and other drugs. The potential for abuse and dependency, and how psychoactive substances affect the mind and body will also be reviewed.(CSU)

**AODS 93 Rehabilitation of Alcohol & Drug Problems**  
3 Units/3 hours lecture. Grade Only.  
This course reviews the initial admission requirements for alcohol and drug assistance programs, assessment requirements for orientation to the programs, disciplinary rules, costs of programs, methods of payment and client’s rights. Current treatment modalities will be compared and contrasted with regard to the individual in the social and clinical context. Professional and ethical codes of conduct and behavior will also be reviewed and emphasized.(CSU)

**AMERICAN SIGN LANGUAGE**

**ASL 1 Elementary American Sign Language - Part 1**  
(Formerly ASL 1A) 4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.  
Introduction to elementary American Sign Language, focusing on both receptive and expressive skills, ASL literature, and Deaf culture and community.(CSU;UC)  
AA/AS area E,CSU area C2,IGETC area 6A

**ASL 2 Elementary American Sign Language Part 2**  
(Formerly ASL 1B) 4 Units/4 hours lecture. Grade or P/NP. Recommended: Course Completion of ASL 1. Recommended: Eligibility for ENGL 1A or equivalent.  
Continuation of instruction in elementary American Sign Language using appropriate linguistic and cultural principles. Instruction increases and expands conversational strategies and comprehension of ASL grammatical structures. (CSU;UC)  
AA/AS area E,CSU area C2,IGETC areas 1B,6A

**ASL 3 Intermediate American Sign Language - Part 1**  
(Formerly ASL 2A) 4 Units/4 hours lecture. Grade or P/NP. Recommended: Course Completion of ASL 2.  
The course builds on the foundation of skills and knowledge learned in both American Sign Language 1 and 2. ASL 1 and 2) and increases and expands comprehension, production, and conversational strategies as covered in ASL 1 and 2. Students will learn more complex grammatical features through narratives and dialogues and they will increase their knowledge of both linguistic and cultural content.(CSU;UC)  
AA/AS area E,CSU area C2,IGETC areas 1B,6A

**ASL 4 Intermediate American Sign Language - Part 2**  
(Formerly ASL 2B) 4 Units/4 hours lecture. Grade or P/NP. Recommended: Course Completion of ASL 3.  
Intensive instruction in advanced intermediate American Sign Language using appropriate linguistic and cultural principles. Instruction will focus on several broad areas: exchanging personal information about life events; describing and identifying things; and talking about events and activities in the past, present and future.(CSU;UC)  
AA/AS area E,CSU area C2,IGETC area 6A

**ANATOMY**

**ANAT 1 General Human Anatomy**  
5 Units/3 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Completion of BIO 10 or higher (V7) and Course Completion of ENG 1A.  
Study of gross and microscopic structure of human tissues, organs and organ systems; includes dissection of human cadavers. (Intended for nursing and dental hygiene majors)  
(CSU;UC, C-ID:BIOL 1108)  
AA/AS area C,CSU area A2,B3,IGETC areas S8,SC

**ANAT 40 Introduction to Human Anatomy and Physiology**  
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Recommended: Completion of HLC 160 and CHEM 60, and eligibility for ENGL 100 or ESL 100.  
This is an introductory course in human anatomy and physiology, and covers the structure and function of all organ systems of the human body. Basic terminology and concepts will be covered, with an emphasis on structure/ function relationships and homeostasis. (Intended for premedic students)  
(CSU;UC)  
AA/AS area C,CSU area B2,B3,IGETC areas S8,SC

**ANAT 58 Introduction to Human Anatomy**  
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.  
A survey of human anatomy, including study of tissues, organs, and organ systems. This introductory course is designed for students who require a fundamental background in human anatomy. Course is a pre-requisite for radiologic technology and Licensed Vocational Nursing (LVN); an alternative pre-requisite for paramed and medical assisting programs; it is not intended for nursing (RN), dental hygiene, or physical therapy majors.(CSU)  
AA/AS area C

**ANAT 140 Fundamentals of Anatomy and Physiology**  
2 Units/1.5 hours lecture, 2 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.  
Course covers the fundamentals of human anatomy and physiology. Intended for students in dental assisting and medical assisting programs.

**ANIMAL HEALTH**

**ANHLT 50 Veterinary Anatomy and Terminology**  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.  
Introduction to the anatomy and physiology of all major body systems in small animals with a focus on companion animal species (Canine and feline). This class will progress in a body
ANHLT 123 Small Animal Veterinary Emergencies
2 Units/2 hours lecture. Grade Only. Theoretical and practical aspects of assisting the veterinarian in the management of small animal (dog and cat) medical and traumatic emergencies. Recognition, assessment and triage of the emergent veterinary patient. Common causes, diagnostics, and treatments of veterinary emergencies.

ANHLT 126 Veterinary Technician Review and Board Exam Preparation
2 Units/2 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ANHLT 52, ANHLT 120 and ANHLT 121. Comprehensive review of veterinary technician information to prepare students for success on the Veterinary Technician National Exam. Pertinent subject matter will be reviewed with a focus of restating key concepts and identification of students personal strengths and weaknesses regarding required subject matter. Students will also learn about requirements for exam eligibility and application procedure, exam design and composition, and question analysis strategies.

ANHLT 141 Small Animal Veterinary Anesthesia
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ANHLT 50 or ANHLT 110. Recommended: Course Completion of ANHLT 120. This course will provide an overview of the use of anesthesia for the small animal veterinary workplace. Students will become familiar with anesthetic medications, anesthetic equipment, patient assessment, anesthetic protocols and anesthetic monitoring for small animal patients.

ANHLT 142 Veterinary Pharmacology and Medical Calculations
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Course Completion of ANHLT 50, ANHLT 120 and MATH 150A, OR Course Completion of ANHLT 110, ANHLT 120 and MATH 150A. This course will provide an overview of the use of medication to treat and prevent disease within the veterinary workplace. General pharmacology and medications of all types will be covered. The indications, side effects, and administration of common specific medications will be discussed. Legal requirements for handling, labeling and dispensing medication will be covered in the context of a companion animal practice. Students will also develop the mathematical skills required to safely follow prescription instructions and administer medications.

ANHLT 151 Veterinary Laboratory and Imaging Procedures
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ANHLT 52. Recommended: Eligibility for ENGL 100 or ESL 100. This course will introduce students to common tests performed in companion animal veterinary medicine. Collection of quality samples, appropriate sample handling and test protocols will be discussed. Students will run tests on blood, urine, feces, and skin samples. Preparation of samples for veterinary evaluation such as biopsies and cytology smears will also be covered. This class will include safe and diagnostic use of imaging modalities including radiographs and ultrasound.

ANHLT 161 Veterinary Medical Office Procedures
2 Units/2 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. This course covers customer service, medical communication skills, office organization, scheduling, emergency recognition, stress management, dealing with grief, preventative health programs, payments, collections, computer and telephone skills, and medical record keeping.

ANSCI 2 Veterinary Practices
3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. Allows students to become familiar with the safe use of various vaccines, equipment and restraint techniques used in the routine treatment of farm animals. The selection of proper treatment techniques, veterinary terminology and handling practices will be included. (CSU;UC.)

ANSCI 20 Basic Animal Science
(Formerly AG 20) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. A survey of the livestock industry, supply of animal products, and their uses. A special emphasis on the origin, characteristics, adaptation and contributions of farm animals to the agriculture industry. Analysis of economic trends and career opportunities in animal agriculture. (CSU;UC.)

ANSCI 26 Livestock Evaluation
(Formerly AG 26) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Detailed analysis of various visual and physical methods of appraising beef, sheep, swine and horses concerning functional and economic value. Written and oral summaries of evaluation will be learned. Specific reference will be made to performance data and factors determining carcass value. (CSU;UC.)

ANSCI 27 Beef Cattle Science
(Formerly AG 62) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. A study of the principles of purebred and commercial beef cattle production throughout the World, United States, and California. Emphasis to be placed on the importance of breeds, breeding principles, selection, nutrition, environmental management, health, marketing, and recordkeeping to ensure scientifically based management decisions and consumer product acceptance as applied to beef cattle. (CSU;UC.)
ANSCI 28 Sheep Science  
(Formerly AG 63) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only.  
A survey of the sheep industry including management of commercial, purebred and small farm flocks; selecting, feeding, breeding and basic care of ewes and lambs plus marketing of lambs and wool.(CSU;UC.)

ANSCI 29 Dairy Cattle Industry/  
Dairy Cattle Science  
(Formerly AG 64) 2 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
History, development and projections of the dairy industry. General information on the economics of dairying, facts, trends, selection, culling, fitting, showing, judging, pedigrees, feeding and basic management skills; employment opportunities and requirements.(CSU;UC.)

ANSCI 50 Poultry Management  
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
Overview of the poultry industry with emphasis on brooding, rearing, feeding, health and housing of fryers, replacement and laying hens. Topics of particular interest to the small and medium producers are emphasized.(CSU.)

ANSCI 51 Anatomy and Physiology  
of Farm Animals  
3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
An introduction to the fundamental structure and function of four-legged farm animals. Emphasis is placed on the practical aspects of anatomy and physiology of different farm animal species. Discussion will include tissues, organs, and body systems which make up the farm animal, so the information can be applied to their daily care and management.(CSU.)

ANSCI 61 Livestock Feeding and Nutrition  
(Formerly AGS 61) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
The science of animal nutrition is the basis for “Livestock Feeding and Nutrition”. The fundamentals of digestion and absorption in both ruminants and non-ruminants are discussed. The nutritive value of feeds as they relate to the formulation of livestock rations will be emphasized including by-product feeding.(CSU)

ANSCI 91 Rangeland Management  
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.  
Basic principles of range management as they apply to various regions and vegetative types. Relationship of range management practices to livestock production, wildlife management, forestry, hydrology and other land uses. Field trip participation required.(CSU)

ANSCI 153 Sustainable Agriculture Production Systems with Animals  
3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.  
This course covers the integration of livestock as part of sustainable farming system with emphasis on small-scale production for niche markets and pasture based systems. Topics included are appropriate breed selection, nutrition and living requirements for livestock such as goats, hogs, sheep, poultry and cattle. Upon completion, student should recognize current applications of sustainable animal agriculture including the challenges of animal production, animal needs, animal welfare and protection of the environment and resources for future food supply systems.

ANSCI 171 Livestock Behavior  
and Humane Management  
1 Unit/1 hour lecture. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.  
Introduction to livestock behavior and the evolution of behavioral traits. Introduces practical handling concepts and facilities design to facilitate low-stress methods of livestock management. Explores the benefits of keeping animals calm, including safer working conditions, higher yields of marketable product, better-quality product, and more humane conditions.

ANTHRO 1 Biological Anthropology  
3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 1A.  
The study of human evolution and humans as organisms, with an emphasis on a biocultural approach. This is an introductory, broad survey course that covers the history and modern synthesis of evolutionary theory; studies primate behavior and comparative anatomy; examines dating techniques and the fossil record; and critically assesses past and future human/environmental relationships including issues concerning future adaptation.(CSU;UC.)

ANTHRO 1L Biological Anthropology Lab  
1 Unit/3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in ANTHRO 1.  
An introductory laboratory course that uses scientific methodology to explore and experiment with topics from Introduction to Biological Anthropology (ANTHRO 1) lectures. Major topics to be covered include cell biology, genetics, human osteology, primate anatomy and social behavior and the human fossil record. Additional topics may include human variability, medical anthropology, forensic anthropology, environmental challenges to hominids, and human impact on the environment.(CSU;UC.)

CSU area B3;IGETC area SB

ANTHRO 2 Cultural Anthropology  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.  
Exploration of human cultural diversity and interrelationships on a global scale. Comparative analysis of traditions such as kinship, childrearing, religion, magic, political systems, language, and relationship to nature.(CSU;UC.)

AA/AS areas D;CSU area D;IGETC area 4

ANTHRO 3 Introduction to Archaeology  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.  
Introduction to archaeology as the scientific study of the human past through analysis of material remains. The course reviews archaeological methods of survey, excavation, laboratory analysis, interpretation and publication; the history of archaeological theory; the development and implementation of CRM, and ethical principles guiding modern archaeological practice. Selected cultural sequences are integrated into the course to highlight the ways in which archaeological practice has contributed to our knowledge of the past.(CSU;UC. C-ID:ANTH 150)

AA/AS area D;CSU area D;IGETC area 4

ANTHRO 4 Ancient Peoples and Society  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.  
Introduction to the development of complex human societies using cross-cultural, comparative examples from the archaeological record beginning with early hunter-gatherer societies and concluding with the collapse of ancient empires.(CSU;UC.)

AA/AS areas D;CSU area D;IGETC area 4

ANTHRO 21 American Folklore and Folklife  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.  
Survey of the forms and functions of American oral traditions and folklife customs. Analysis of myth, legend, proverb, riddle, humor, life cycle events, and other folklore/life traditions in American community and neighborhood settings. Cultural comparisons will include no less than three of the following groups: African American, Asian American, Chicano/Latino American, European American, Indigenous Peoples of the Americas, and Americans of Middle Eastern Origin.(CSU;UC.)

AA/AS areas D;CSU area D;IGETC area 4

ANTHRO 30 Anthropology of Globalization  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of ANTHRO 2.  
The comparative study of various peoples and traditions as influenced by the dynamic processes of globalization.(CSU;UC.)

AA/AS areas D;CSU area D;IGETC area 4

ANTHRO 31 Mesoamerican Origins of Latino Culture  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.  
This class examines the origin and evolution of the ancient societies of Mesoamerica through...
the anthropological perspective. Archaeological, cultural, and ethnohistoric evidence is used to examine such aspects of Mesoamerican life as religion, politics, economics, art and architecture, and social organization (CSU;UC.)

ANTHO 32 Native Cultures of North America
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An ethnographic survey of the Native cultures of North America, including the Native responses to European, Euro-American and other culture contacts. Emphasis will be on indigenous cultural adaptations from the 16th Century to the present, although prehistoric lifeways will also be covered. (CSU;UC.)

ANTHO 34 Native Cultures of California
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An ethnographic survey of diverse Native American cultures in California from the 16th century to the present time, including the Native cultural responses to the colonial influences of the Spanish, Russians, and other Euroamerican people (CSU;UC.)

ANTHO 40 Native American Art and Culture
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Study of Native American societies, their worldviews, practices, and oral traditions as expressed in their material culture. Art from ancient history to contemporary expressions are examined from the perspective of Native American history. Additional emphasis on the transformation of objects into art from the influences of non-Native cultures. (CSU;UC.)

APPLIED TECHNOLOGY

APTECH 45 Basic Drafting Skills
 Formerly APTECH SS
3 Units/2 hours lecture, 1 hour laboratory. Grade Only. Recommended: High School Geometry.
Introduction to basic manual drafting skills, and an overview of CAD applications. Topics include drafting tools, development of line work and lettering skills, procedures for executing geometric constructions, techniques of freehand drafting, and fundamentals of orthographic projections and isometric drawing. (CSU; UC.)

APTECH 46 Introduction to Computer-Aided Drafting
 Formerly APTECH 56
3 Units/2 hours lecture, 0.5 hour laboratory. Grade Only. Prerequisite: Course Completion in Current Enrollment in APTECH 45.
Introduction to computer-aided drafting utilizing the AutoCAD software program. Course will teach the student how to use this industry standard software to execute professional quality drafting/design work. Particular attention will be given to the components of a CAD system, the software interface, drawing set-up, geometric construction & editing, orthographic projection, dimensioning, plotting, and an introduction to 3-dimensional drafting/design. (CSU; UC.)

APTECH 57 Advanced AutoCAD
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 46.
Computer-aided drafting using the AutoCAD software program. Areas covered include: advanced layout, construction and editing techniques, advanced dimensioning practices, 3-D modeling and rendering, software customization, project-oriented architectural, civil and mechanical engineering applications, and an introduction to computer animation. (CSU.)

APTECH 58 Mechanical CAD Design
1.5 Units/1 hour lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 46.
Feature based, parametric solid modeling with AutoDesk’s Inventor software package for mechanical drafting and design. The course includes geometric dimensioning and tolerancing to complete the annotation of mechanical working drawings. (CSU.)

APTECH 59 Architectural CAD Basics
2 Units/2 hours lecture, 0.5 hour laboratory. Grade Only. Prerequisite: Course Completion of APTECH 46.
Architectural project design development and generation of construction documents using the AutoCAD software program. Problem solving skills will be emphasized. The student will construct a complete set of working drawings. (CSU.)

APTECH 63 3D Animation: Modeling and Rigging
4 Units/3.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 43. Recommended: Course Completion of ART 12 and CS 70:11B.
This course covers the creation of digital characters and synthetic environments for film, broadcast and video games. Using Autodesk 3ds Max software, students will design and build increasingly complex 3D sets, props, and characters. They will also craft control systems for effectively animating these digital components. Efficient workflow and the creation of animator-friendly rigs will be emphasized, and complementary software will be used for texturing and refining of models. (CSU)

APTECH 64 3D Animation: Visual Effects, Character Anim. & Compositing
4 Units/3.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 43.
This course focuses on the animation of digital characters in effects-rich environments. Using Autodesk 3ds Max software, students will apply classical mechanics of movement to create expressive performances with 3D characters. Advanced techniques for creating complex visual effects, lighting and rendering will be covered. Complementary software may be used for additional effects work, and for compositing student animations with real-world imagery. (CSU)

APTECH 65 Advanced 3D Animation Workshop
4 Units/3.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of APTECH 64 and Course Completion of APTECH 63.
This class focuses on animation production for professional portfolio development using Autodesk 3ds Max and other complementary software. Students work individually or collaboratively to develop complex 3D (three dimensional) models, textures, visual effects and animations. This course also includes an investigation of career options, and enables students to produce demonstration reels showcasing their specific skills. (CSU)

APTECH 82 More Advanced CAD Applications
4 Units/3.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 57.
Mechanical engineering/manufacturing and architectural CAD projects emphasizing advanced drafting/design techniques. AutoCAD, Accurender, REVIT, and 3D Studio Max software programs will be utilized. Topics include mechanical engineering working drawings emphasizing solid modeling, geometric tolerancing and positioning, renderings, and animations. Preparation of CAD construction documents featuring renderings, panoramas, and animations. (CSU.)

APTECH 84 Computer Animation for Drafting/Design
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 57.
Computer animation utilizing AutoDesk’s 3D Studio Max Software. The student will produce broadcast quality animations of architectural interior and exterior 3-dimensional scenes. (CSU.)

APTECH 87 3D Modeling and Rendering Using CAD
2 Units/2 hours lecture, 0.5 hour laboratory. Grade Only. Prerequisite: Course Completion of APTECH 57.
Computer-generated 3D modeling and rendering using AutoCAD and related software programs.
Topics include: Advanced modeling/editing techniques, material assignment and editing, architectural lighting, image captured and editing. (CSU)

APTECH 191 Problem Solving in Civil Engineering Technology
3 Units/3 hours lecture. Grade Only. Recommended Course Completion of MATH 155B/R or MATH 151 OR Standard first year high school algebra course with “C” or better. Approaches to problem solving in Civil Engineering Technologies including quantitative reasoning coupled with direct applications to problems encountered in land surveying, civil engineering, GIS, construction and related engineering technologies.

APRENTICE EDUCATION

APED 220.1 Apprentice Electricians, First Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice electricians.

APED 220.2 Apprentice Electricians, Second Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice electricians.

APED 220.3 Apprentice Electrician, Third Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice electrician workers; third semester.

APED 220.4 Apprentice Electricians, Fourth Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice electricians.

APED 220.5 Apprentice Electricians, Fifth Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice electricians.

APED 220.6 Apprentice Electricians, Sixth Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice electricians.

APED 220.7 Apprentice Electricians, Seventh Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice electricians.

APED 220.8 Apprentice Electricians, Eighth Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice electricians.

APED 220.9 Apprentice Electricians, Ninth Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice electricians.

APED 321 Apprentice Electricians Mathematics Review
1 Unit/3 hours by arrangement. Grade Only. Limits on enrollment: Admission to Apprenticeship Program Guided study for Electrician Apprentices of topics ranging from basic arithmetic through pre-algebra using diagnostic software to allow students to progress from their initial levels of competency. Students build mathematics skills in specific areas to prepare for desired apprenticeship requirements and courses. Students may work at home or at the Electricians Apprenticeship Training Center.

APED 345 Apprentice Plumbers, First Semester
(Formerly APED 245) 2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice plumbers and pipefitters.

APED 346 Apprentice Plumbers, Second Semester
2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice plumbers and pipefitters

APED 347 Apprentice Plumbers, Third Semester
2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice plumbers and pipefitters

APED 348 Apprentice Plumbers, Fourth Semester
2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice plumbers and pipefitters

APED 349 Apprentice Plumbers, Fifth Semester
2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice
Related supplemental instruction for apprentice plumbers and pipefitters

APED 351.1 Apprentice Roofers, First Semester
(Formerly APED 350) 0.5 Unit/2 hours laboratory. Grade Only. Limits on enrollment: Admission to the Indentured Roofing Apprenticeship Program
Related supplemental instruction for apprentice roofers.

APED 351.2 Apprentice Roofers, Second Semester
(Formerly APED 350.2) 0.5 Unit/2 hours laboratory. Grade Only. Limits on enrollment: Admission to the Indentured Roofing Apprenticeship Program
Related supplemental instruction for apprentice roofers.

APED 351.3 Apprentice Roofers, Third Semester
(Formerly APED 350.4) 0.5 Unit/2 hours laboratory. Grade Only. Limits on enrollment: Admission to Apprenticeship Program – Indentured Roofer Apprenticeship
Related supplemental instruction for apprentice roofers.

APED 351.4 Apprentice Roofers, Fourth Semester
(Formerly APED 350.5) 0.5 Unit/2 hours laboratory. Grade Only. Limits on enrollment: Admission to the Indentured Roofing Apprenticeship Program
Related supplemental instruction for apprentice roofers.

APED 351.5 Apprentice Roofers, Fifth Semester
(Formerly APED 350.6) 0.5 Unit/2 hours laboratory. Grade Only. Limits on enrollment: Admission to the Indentured Roofing Apprenticeship Program
Related supplemental instruction for apprentice roofers.

APED 351.6 Apprentice Roofers, Sixth Semester
(Formerly APED 350.7) 0.5 Unit/2 hours laboratory. Grade Only. Limits on enrollment: Admission to Apprenticeship Program – Indentured Roofer Apprenticeship
Related supplemental instruction for apprentice roofers.
APED 351.7 Apprentice Roofers, Seventh Semester
(Formerly APED 350.9) 0.5 Unit/2 hours laboratory. Grade Only. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship
Related supplemental instruction for apprentice roofers.

APED 351.8 Apprentice Roofers, Eighth Semester
(Formerly APED 350.10) 0.5 Unit/2 hours laboratory. Grade Only. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship
Related supplemental instruction for apprentice roofers.

APED 351.9 Maintenance, Repair and Reroofing
(Formerly APED 350.8) 0.5 Unit/2 hours laboratory. Grade Only. Limits on enrollment: Admission to Program - Indentured Roofer Apprenticeship
This course is for indentured apprentice roofers. The course covers related topics and skills for apprentice roofing workers in their first, second, and third year of the apprenticeship program.

APED351.10 First Aid for Roofers
(Formerly APED 350.3) 0.5 Unit/1.5 hours lecture for 6 weeks. Grade Only. Limits on enrollment: Must be admitted to the Indentured roofer apprentice program.
This course teaches CPR and First Aid emergency response skills which enable participants to give immediate care to a person who has been injured or is experiencing a sudden illness. This course satisfies first-time and renewal certifications. Students must be admitted to the Indentured roofer apprentice program, to register for this class.

APED 355 Apprentice Plumbers, Sixth Semester
2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction for apprentice plumbers and pipefitters

APED 356 Apprentice Plumbers, Seventh Semester
2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction for apprentice plumbers and pipefitters

APED 357 Apprentice Plumbers, Eighth Semester
2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction for apprentice plumbers and pipefitters

APED 358 Apprentice Plumbers, Ninth Semester
2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction for apprentice plumbers and pipefitters

APED 359 Apprentice Plumbers, Tenth Semester
2 Units/6 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction for apprentice plumbers and pipefitters

APED 360 Apprentice Plumbers, HVAC/Refrigeration, First Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

APED 361 Apprentice Plumbers, HVAC/Refrigeration, Second Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

APED 362 Apprentice Plumbers, HVAC/Refrigeration, Third Semester
3 Units/1.5 hours lecture, 4.5 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

APED 363 Apprentice Plumbers, HVAC/Refrigeration, Fourth Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

APED 364 Apprentice Plumbers, HVAC/Refrigeration, Fifth Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

APED 365 Apprentice Plumbers, HVAC/Refrigeration, Sixth Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

APED 366 Apprentice Plumbers, HVAC/Refrigeration, Seventh Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

APED 367 Apprentice Plumbers, HVAC/Refrigeration, Eighth Semester
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Limits on enrollment: Indentured apprentice Related supplemental instruction of heating, ventilation, air conditioning, and refrigeration for apprentice plumbers and pipefitters.

ARCH 2.1 History of World Architecture: Prehistory to Gothic
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Architecture and urbanism in the ancient world, from prehistory through the Gothic period. Social, cultural and physical conditions that influenced the built environment in Greece, Roman Empire, Europe, Asia, Africa and Pre-Columbian Americas. (CSU;UC.)
AA/AS area E;CSU area C2;IGETC area 3B

ARCH 2.2 History of World Architecture: Renaissance to 20th Century
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
World architecture and urbanism from the Renaissance until the 20th century. Social, cultural and physical conditions which influenced the built environment of Europe, Asia, and the Americas. (CSU;UC.)
AA/AS area E;CSU area C2;IGETC area 3B

ARCH 2.3 History of World Architecture: 20th Century and Contemporary
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Architecture and urbanism of the modern world, from the 20th century to the present. Social, cultural and physical conditions influencing the built environment of Europe, Asia, Africa, Australia and the Americas (CSU;UC.)
AA/AS area E;CSU area C2;IGETC area 3B

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ARCH 12 Introduction to Environmental Design
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Exploration of the work done in the design professions: architecture, landscape, and planning. Using case studies and environmental explorations, students will begin the process of articulating a personal design vocabulary. Project-based course. (CSU;UC)

ARCH 25A Architecture Design Studio 1
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion or Concurrent Enrollment in ARCH 12 AND ARCH 26A AND ARCH 60A.
This course focuses on the perception and description of the environment to discern, document and develop two- and three-dimensional shapes, forms, and relationships which are critical to the development of architectural design ability. It also introduces model building, color theory, and the development of architectural concepts such as spatial definition and experiential continua. (CSU;UC)

ARCH 25B Architecture Design Studio 2
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ARCH 25A, AND Course Completion or Current Enrollment in ARCH 26B and ARCH 27.
The building design process including research and analysis of existing buildings, site analysis and building program; exploration of sustainable site design; the iterative design development process and the development of a design vocabulary through the analysis of the work of contemporary architects. (CSU;UC)

ARCH 26A Visual Communication 1
2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
An introduction to manual architectural graphic communication skills including: gesture drawings; sketching from the environment and reference materials; one- and two-point perspective drawing; rendering; and architectural drafting. Both freehand and instrument approaches will be used to document architectural concepts. (CSU;UC)

ARCH 26B Visual Communication 2
2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of ARCH 26A. Recommended: Eligibility for ENGL 1A or equivalent.
Continued development of manual architectural graphic communication skills including: gesture drawings; sketching from the environment and reference materials; advanced one- and two-point perspective drawing; rendering; and architectural drawings using both freehand and instrument approaches. (CSU;UC)

ARCH 27 Architectural 3-D Digital Modeling
2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100; AND Concurrent Enrollment in ARCH 25B.
Introduction to the use of digital 3-Dimensional (3-D) modeling tools such as SketchUp, AutoCAD, and Revit, applied to designs for architectural, landscape, and/or interior design environments. (CSU;UC)

ARCH 60A Architectural Digital Tools 1
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100; AND Concurrent Enrollment of ARCH 61A and ARCH 62A.
Introduction to the use of page layout and image editing digital tools, such as InDesign and Photoshop, for architectural design and visual communication. (CSU)

ARCH 71A Materials and Methods of Construction 1
(Formerly CONS 71I) 2 Units/2 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ARCH 56 OR Course Completion of ARCH 26B. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of MATH 153.
Study of foundation systems; wall, floor and roof framing systems; exterior and interior finishes; windows and doors; and sustainability issues as found in light-wood frame and light-steel frame construction systems. Includes calculations and sketching. (CSU)

ARCH 71B Materials and Methods of Construction 2
2 Units/2 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ARCH 71A OR CONS 71A. Recommended: Eligibility for ENGL 100 or ESL 100.
Study of foundation systems; wall, floor and roof framing systems; exterior and interior finishes; windows and doors; and sustainability issues as found in heavy timber, heavy steel, masonry and concrete building constructions and materials. Includes calculations and sketching. (CSU)

ART

ART 1.1 World Art History to 1500
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This introductory art appreciation course surveys major artistic styles, including European, African, Asian, and American, from prehistoric times until 1500 C.E. The course focuses on the development, diversity, and interaction of art and cultural traditions and emphasizes comparisons of western and non-western visual expression as a reflection of differing cultural perspectives. (CSU;UC)

ART 1.2 World Art History Since 1500
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This introductory art appreciation course surveys global artistic styles, including European, African, Asian, Oceanic, and American, from 1500 C.E. through contemporary times. The course focuses on the development, diversity, and interaction of art and cultural traditions and emphasizes comparisons of western and non-western visual expression as a reflection of differing cultural perspectives. (CSU;UC)

ART 2.1 History & Aesthetic Appreciation of Prehistoric - Gothic Art
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
History and aesthetic appreciation of western art from the Prehistoric through the Gothic period. (CSU;UC. C-ID: ARTH 110)

ART 2.2 History and Appreciation of Late Gothic to Impressionist Art
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
History and aesthetic appreciation of art from the Late Gothic period to Impressionism. (CSU;UC. C-ID: ARTH 120 Series)

ART 2.3 History and Appreciation of Modern Art
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
History and appreciation of modern and contemporary art from the 19th through 21st Century. Online students will participate in weekly threaded discussion via the message board. (CR/NC option). (CSU;UC. C-ID: ARTH 150)

ART 3 Introduction to Art and Design
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.
An introductory studio course in the fundamentals of art and design using shape, value, texture, line, pattern, color, and space through exercises in drawing, painting, and collage. The course is accepted for transfer at both the UC and CSU systems. (CSU;UC. C-ID: ARTS 100)

ART 4 Principles of Color
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ENGL 1A.
The study and use of color as an element of art and design. Students are given creative problems exploring the interaction of color and the principles of color harmony. (CSU;UC. C-ID: ARTS 270)

ART 5 Three Dimensional Design
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.
A problem solving approach to spatial organization. Experimental use of paper, cardboard, wood, plastic, wire, string and found objects. Problems designed to encourage personal growth through individual solutions. (CSU;UC. C-ID: ARTS 101)

ART 7A Drawing and Composition 1
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.
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 graphic media and subject matter. (CSU;UC. C-ID: ARTS 110)

AA/AS area E;CSU area C1;IGETC area 3A

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ART 7B Drawing and Composition 2
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 7A.
3 Pursues in greater depth those aspects of drawing offered in ART 7A; also introduces additional concepts and a greater variety and combination of media and tools. May involve concentration on a theme, subject or problem. Work sessions scheduled in specific areas off campus. (CSU; UC. C-ID: ART-205)

ART 12 Beginning Figure Drawing
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 7A.
3 Drawing the human figure employing the basic concepts and skills covered in ART 7A, such as shape, volume, plane, contour, space, light, movement, composition, and expression, using a variety of graphic tools and media. (CSU; UC. C-ID: ART-200)

ART 13 Watercolor
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 3 or ART 4 or ART 7A.
3 A painting course using watercolor to explore light, color, form, and composition. Students will work from still life, landscape, the human figure, and non-objective subject matter. (CSU; UC.)

ART 14A Beginning Painting
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 7A.
3 An introductory course in painting involving acrylics and oils the basic elements and dynamics of art such as value, color, texture and space, as well as compositional factors and an introduction to the various problems and potentials of painting. (CSU; UC. C-ID: ARTS 210)

ART 14B Intermediate Painting
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: ART 14A or equivalent. Recommended: Course Completion of ART 7A.
3 A continuation of the basic pictorial problems and challenges begun in ART 14A, introducing more complex subject matter, concepts, and processes. (CSU; UC.)

ART 14C Advanced Painting
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 14B. Recommended: Course Completion of ART 7A.
3 A continuation of the concerns developed in ART 14B involving more initiative, individual expression and experimentation with media, methods & materials. (CSU; UC.)

ART 19 Elementary Photography (Previously ART 36)
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.
3 A beginning photography class emphasizing comprehension and application of basic elements and concepts of black and white photography. Topics include controlled use of the camera and printing techniques for optimum technical and aesthetic values. Students will develop an understanding of the creative process, visual literacy and photographic theory through lectures, assignments and class critiques. Students must have a 35mm camera with manual controls. (CSU; UC. C-ID: ARTS 260)

ART 21 Intermediate Black and White Photography (Formerly ART 37)
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 36 OR Course Completion of ART 82.
3 An intermediate-level black and white photography class emphasizing further comprehension and application of photographic concepts, theories, and material. (CSU; UC.)

ART 22 Advanced Black and White Photography (Formerly ART 57)
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 21.
3 Advanced level course for students with technical dark room proficiency wishing to further their mastery of photomigraphy. Course emphasizes preparation of a portfolio of black-and-white photographs and students further their understanding of the creative process, visual literacy and photographic theory through lectures, assignments and class critiques. Includes studies of significant photographs as related to problems facing contemporary 21st Century photography. (CSU; UC.)

ART 23 Color Photography
3 Units/2 hours lecture, 2.75 hours laboratory. Grade Only. Recommended: Course Completion of ART 21. Recommended: Course Completion of ART 4.
3 Introduction to digital and non-digital photographic color theory and usage. Includes the exposure of photographic images and the making of color prints. (CSU; UC.)

ART 24 Introduction to the Art of Printmaking
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 7A and Course Completion of ART 3.
3 Introduction to non-digital printmaking with techniques that include cardboard relief prints, woodcut, etching, collagraph, monotype, embossing, and linoleum cut. (CSU; UC. C-ID: ARTS 220)

ART 25A Beginning Screen Printing
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 7A and Course Completion of ART 3.
3 Studio course introducing color screen printing as a fine art print medium. Demonstrations and assignments involving paper stencil, blockout, and photostencil methods. (CSU; UC.)

ART 27B Intermediate Screen Printing
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 27A.
3 Continued exploration of the screen printing process as a fine art print medium. Increased emphasis on individual projects at a more advanced level of sophistication. (CSU; UC.)

ART 28A Beginning Etching
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Completion of ART 7A.
3 Use of the etching process as a means of artistic expression. How to etch, ink, and wipe a plate to produce multiple like-images through a series of structured projects. Presentation of the fine print, including care of prints, numbering of editions, and matting techniques. (CSU; UC.)

ART 28B Intermediate Etching
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Completion of ART 28A. Recommended: Course Completion of ART 7A.
3 Etching at the intermediate level with the addition of more advanced techniques for processing and printing of plates. Mixing and wiping of colored inks will accompany integrating advanced etching techniques to yield more personalized imagery. (CSU; UC.)

ART 28C Advanced Etching
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Required: Course Completion of ART 28A.
3 Advanced level course for students with the desire to further their mastery of the etching process. The study includes the integration of advanced etching and intaglio processes. (CSU; UC.)

ART 31A Beginning Ceramics
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Introductory course in ceramics to develop wheel, hand-building, glaze application and decoration techniques. (CSU; UC. C-ID: ARTS 230)

ART 31B Intermediate Ceramics
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 31A.
3 Continuation of ART 31A introducing a greater variety of ceramic processes, subject matter and concepts. Experiments in glaze making. (CSU; UC.)

ART 31C Advanced Ceramics I
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 31B.
3 Continuation of ART 31B involving more advanced problem solving, individual expression and experimentation with glaze decoration. (CSU; UC.)

ART 31D Advanced Ceramics II
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 31C.
3 This course focuses on individual expression and the preparation of a portfolio. The study includes experimentation with mixed-media, historical/contemporary methods and firing of gas and electric kilns. (CSU; UC.)

ART 33A Beginning Sculpture
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP. Recommended: Course Completion of ART 3 or ART 5.
3 An introductory course in sculpture focusing on basic form construction technique using clay, plaster, wood, sheet metal, and found objects. (CSU; UC. C-ID: ARTS 240)
ART 33B Intermediate Sculpture  
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP Prerequisite: Course Completion of ART 33A.  
Introduction to a greater variety of concepts and processes for building large-scale sculptures. Experimentation in a variety of methods and materials for full-scale figurative and non-figurative sculpture. (CSU;UC)

ART 34A Ceramic Sculpture  
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.  
An introductory course in ceramic sculpture to develop hand-building, glaze application and decoration technique. (CSU;UC)

ART 34B Advanced Ceramic Sculpture  
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP Prerequisite: Course Completion of ART 34A.  
Continuation of Art 34A, introducing a greater variety of ceramic sculpture processes, subject matter, and concept. Experimentation in glaze mixing and life-size sculpture. (CSU;UC)

ART 49 Independent Study in Art  
1-3 Units Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience in studio art or art history. UC determines credit AFTER transfer, not counted for admission. (See a counselor for details.) (CSU;UC)

ART 53 Exhibition Design and Management  
1 Unit/0.75 hour lecture, 1.33 hours laboratory. Grade or P/NP. Recommended: Completion of ART 3, ART 5, or ART 7A.  
Studio class in preparing artwork for gallery exhibition includes: receiving, shipping, conservation, matting, documentation, lighting and installing. This class would be of interest to those students who wish to work in a gallery setting or prepare their artwork for exhibition. (CSU)

ART 59 Photojournalism  
3 Units/2 hours lecture, 4 hours laboratory. Grade Only. Prerequisite: Course Completion of ART 36 OR Course Completion of ART 82.  
Introduction to basic principles and practices of photojournalism for newspapers, magazines and online media. Topics include news features, sports photography and the photo essay. Students might provide photographic coverage of events for campus newspaper. Requires manual digital camera. (CSU, C-ID: JOUR 160)

ART 60A Studio Photography  
3 Units/2 hours lecture, 4 hours laboratory. Grade Only. Prerequisite: Course Completion of ART 36 or ART 59.  
Exploration and application of studio photo methods: lighting, printing and camera techniques, including the medium-format camera. Students will photograph a variety of subjects as encountered in professional situations. (CSU)

ART 62 Alternative Photography Processes  
3 Units/2 hours lecture, 4 hours by arrangement. Grade Only. Prerequisite: Course Completion of ART 36 OR ART 82. Recommended: Course Completion of ART 3.

Exploration and use of various historical, contemporary, and non-traditional applications of silver- and non-silver-based photographic processes, including mixed media. Students produce photo-based imagery using a variety of materials in non-traditional presentations. (CSU)

ART 75 Advanced Sculpture  
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP Prerequisite: Course Completion of ART 33B. Advanced sculpture with emphasis on personal work and portfolio creation. (CSU)

ART 82 Beginning Digital Photography  
3 Units/2 hours lecture, 4 hours laboratory. Grade or P/NP.  
A beginning class emphasizing comprehension and application of basic elements and concepts of digital photography. Topics include controlled use of the camera for optimum technical and aesthetic values. Students will develop an understanding of the creative process, visual literacy and photographic theory through lectures, assignments and class critiques. Students must have a digital camera with manual controls. (CSU)

ASTRON 3 Stellar Astronomy  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion or Concurrent Enrollment in Math 150A and English 100 or ESL 100.  
A description of the universe, concentrating on celestial bodies and phenomena beyond the Solar System. Topics will include electromagnetic radiation, observed properties of stars, variable and binary stars, stellar evolution, black holes, relativity, the interstellar medium, star clusters, the Milky Way and other galaxies, cosmology, and the possibility of other life forms in the universe. (CSU;UC)  
AA/AS area A3, CSU area B7, IGETC area 5A

ASTRON 4 Astronomy of the Solar System  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion of MATH 150A or Higher AND Completion of English 100 or ESL 100.  
A descriptive introduction to the Solar System including the Sun, Moon, planets, asteroids, and comets. Topics will include lunar phases, eclipses, historical geocentric and heliocentric models of the cosmos, planetary geology, planetary atmospheres and climates, the formation of the Solar System, and extra-solar planetary systems. (CSU;UC)  
AA/AS area A3, CSU area B7, IGETC area 5A

ASTRON 4L Solar System Astronomy Laboratory  
1 Unit/3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion or Concurrent Enrollment in ASTRON 4. Solar System astronomy laboratory involves the analysis and interpretation of astronomical data. Using collaborative activities, photos, spectra, as well as direct observations, the student will arrive at conclusions concerning fundamental properties of the Solar System, comparative planetology, and planetary atmospheres. (CSU;UC)  
CSU area B3, IGETC area 5C

ASTRON 12 Astronomy Observational Lab  
1 Unit/3 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion or Concurrent Enrollment in ASTRON 3, OR ASTRON 4. OR ASTRON 3. Recommended: Eligibility for MATH 150A; Eligibility for ENGL 100 or ESL 100.  
Observational laboratory in astronomy. Students will utilize small aperture telescopes, binoculars, star charts and planispheres. Constellation identification and terrestrial and celestial coordinate systems will be introduced. Short exposure and deep sky astrophotography will be conducted. In the case of inclement weather, students will utilize the planetarium, classroom, or computer lab to perform required labs. (CSU;UC)  
CSU area B3, IGETC area 5C

ATHLETICS

ATHL 1 Intercollegiate Physical Fitness  
(Fomerly ATHL 90) 1 Unit/2 hours by arrangement. Grade or P/NP.  
Sports specific cardiovascular, muscular, and flexibility training, designed to enhance athletic performance. (CSU;UC)  
4 Enrollments Total

ATHL 3 Off-Season Training for Intercollegiate Athletics  
1 Unit/2 hours by arrangement. Grade Only.  
Sport specific techniques, strategies and training designed for off-season intercollegiate athletes. (CSU;UC)  
4 Enrollments Total

ATHL 8 Varsity Wrestling  
(Fomerly ATHL 54) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout.  
This course includes practice and participation for intercollegiate wrestling, emphasizing wrestling skills, fundamentals, and strategies. (CSU;UC)  
4 Enrollments Total

ATHL 9 Women's Varsity Water Polo  
(Fomerly ATHL 51) 3 Units/6 hours by arrangement. Grade or P/NP.  
Practice for and participation in intercollegiate water polo, emphasizing water polo skills, fundamentals and strategies. (CSU;UC)  
4 Enrollments Total
ATHL 10 Men's Varsity Water Polo
(Formerly ATHL 50) 1.5 Units/3 hours by arrangement. Grade or P/NP.
Practice for and participation in intercollegiate water polo, emphasizing water polo skills, fundamentals and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 10L Water Polo Lab
1.5 Units/3 hours by arrangement. Grade or P/NP. Recommended: Concurrent Enrollment in ATHL 10 or ATHL 9. Limits on enrollment: By Tryout.
Introduction to the structure and development of various water polo strategies. This course will include analysis of scouting reports and film reviews, as well as the practical application of various physical training concepts. (CSU;UC.)
4 Enrollments Total

ATHL 11 Men's Varsity Baseball
(Formerly PE 50) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout.
Practice for and participation in intercollegiate competition, emphasizing baseball skills, fundamentals and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 11L Baseball Laboratory
(Formerly PE 97) 1.5 Units/3 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout.
Introduction to the structure and development of various baseball strategies. This course will include analysis of scouting reports and film reviews as well as the practical application of various physical training concepts and techniques. (CSU;UC.)
4 Enrollments Total

ATHL 13 Men's Varsity Basketball
(Formerly PE 51A) 1.5 Units/3 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout.
This course includes practice and participation for intercollegiate competition, emphasizing basketball skills, fundamentals, and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 14 Women's Varsity Basketball
(Formerly PE 75A) 1.5 Units/3 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout.
This course includes practice and participation for intercollegiate competition, emphasizing basketball skills, fundamentals, and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 15L Basketball Lab
(Formerly PE 70.2) 1.5 Units/3 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of ATHL 14.
Introduction to the structure and development of various basketball strategies. This course will include analysis of scouting reports and film reviews as well as the practical application of various physical training concepts. (CSU;UC.)
4 Enrollments Total

ATHL 15 Men's Varsity Water Polo Lab
(Formerly ATHL 50) 1.5 Units/3 hours by arrangement. Grade or P/NP.
Practice for and participation in intercollegiate water polo, emphasizing water polo skills, fundamentals and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 16 Techniques and Theory of Basketball
(Formerly PE 70.1) 1.5 Units/3 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to the fundamental techniques and theories of basketball. This course will cover individual offensive and defensive strategies as well as team offensive and defensive strategies. (CSU;UC.)
4 Enrollments Total

ATHL 17 Men's Varsity Cross Country
(Formerly PE 52) 1.5 Units/3 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout.
This course includes practice and participation for intercollegiate competition in cross country running, fundamentals, and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 17L Cross Country Lab
1.5 Units/3 hours by arrangement. Grade or P/NP.
Introduction to the fundamental techniques and theories of cross country training. This course will cover individual and team strategies and techniques. (CSU)
4 Enrollments Total

ATHL 18 Women's Varsity Cross Country
(Formerly PE 53) 1.5 Units/3 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout.
This course includes practice and participation for intercollegiate competition in cross country running, fundamentals, and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 21 Varsity Football
(Formerly PE 55) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By try out.
This course includes practice and participation for intercollegiate competition, emphasizing football skills, fundamentals, and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 21L Defensive Football Laboratory
(Formerly ATHL 22L.1) 1.5 Units/3 hours by arrangement. Grade or P/NP.
Introduction to the structure and development of various defensive football strategies. This course will include analysis of scouting reports and film reviews; as well as the practical application of various physical training concepts. (CSU;UC.)
4 Enrollments Total

ATHL 22.1L Defensive Football Laboratory
(Formerly ATHL 22L.1) 1.5 Units/3 hours by arrangement. Grade or P/NP.
Introduction to the structure and development of various defensive football strategies. This course will include analysis of scouting reports and film reviews, as well as the practical application of various physical training concepts. (CSU;UC.)
4 Enrollments Total

ATHL 22.2L Offensive Football Laboratory
(Formerly ATHL 22L.2) 1.5 Units/3 hours by arrangement. Grade or P/NP.
Introduction to the structure and development of various offensive football strategies. Will include analysis of scouting reports and film reviews, as well as the practical application of various physical training concepts. (CSU;UC.)
4 Enrollments Total

ATHL 23 Men's Varsity Swimming and Diving
(Formerly PE 64) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout.
Practice for and participation in intercollegiate swimming and diving; emphasizing swimming and diving skills, fundamentals and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 24 Varsity Golf
(Formerly PE 54) 3 Units/6 hours by arrangement. Grade or P/NP.
This course includes practice and participation for intercollegiate golf competition, emphasizing skills, fundamentals, and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 27 Men's Varsity Soccer
(Formerly PE 62) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By tryout.
Practice for and participation in intercollegiate competition in men’s soccer, emphasizing soccer skills, fundamentals and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 28 Women's Varsity Soccer
(Formerly PE 63) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By tryout.
Practice for and participation in intercollegiate competition in women's soccer, emphasizing soccer skills, fundamentals and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 29L Soccer Lab
(Formerly PE 71) 1.5 Units/3 hours by arrangement. Grade or P/NP. Prerequisite: Concurrent Enrollment in Varsity Soccer ATHL 27 or 28.
Introduction to the structure and development of various soccer strategies. This course will include analysis of scouting reports and film reviews; as well as the practical application of various physical training concepts. (CSU;UC.)
4 Enrollments Total

ATHL 30 Theory and Analysis of Soccer
1.5 Units/3 hours by arrangement. Grade or P/NP.
Explanation, organization, and development of various tactical and technical systems in soccer. (CSU;UC.)
4 Enrollments Total

ATHL 31 Women's Varsity Softball
(Formerly PE 89) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout.
Practice for and participation in intercollegiate softball, emphasizing softball skills, fundamentals and strategies. (CSU;UC.)
4 Enrollments Total

ATHL 31L Softball Lab
1.5 Units/3 hours by arrangement. Grade or P/NP.
Introduction to the structure and development of various softball strategies. This course will include analysis of scouting reports and film reviews as well as the practical application of various physical training concepts. (CSU;UC.)
4 Enrollments Total

ATHL 33 Men's Varsity Swimming and Diving
(Formerly PE 64) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout.
Practice for and participation in intercollegiate swimming and diving; emphasizing swimming and diving skills, fundamentals and strategies. (CSU;UC.)
4 Enrollments Total
ATHL 34 Women’s Varsity Volleyball
(Formerly PE 90) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout. Practice for and participation in intercollegiate swimming and diving, emphasizing swimming and diving skills, fundamentals and strategies. (CSU, UC) 4 Enrollments Total

ATHL 37 Men’s Varsity Tennis
(Formerly PE 65) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout. This course includes practice and participation for intercollegiate competition, emphasizing tennis skills, fundamentals, and strategies. (CSU, UC) 4 Enrollments Total

ATHL 38 Women’s Varsity Tennis
(Formerly PE 91) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout. This course includes practice and participation for intercollegiate competition, emphasizing tennis skills, fundamentals, and strategies. (CSU, UC) 4 Enrollments Total

ATHL 41 Men’s Varsity Track and Field
(Formerly PE 66) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout. Practice for and participation in intercollegiate competition in track and field, emphasizing track and field skills, fundamentals and strategies. (CSU, UC) 4 Enrollments Total

ATHL 41L Track & Field Lab
1.5 Units/3 hours by arrangement. Grade or P/NP. Introduction to the fundamental techniques and theories of track & field training. This course will cover individual as well as team strategies and techniques. (CSU) 4 Enrollments Total

ATHL 42 Women’s Varsity Track and Field
(Formerly PE 67) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By Tryout. Practice for and participation in intercollegiate competition in track and field, emphasizing track and field skills, fundamentals and strategies. (CSU, UC) 4 Enrollments Total

ATHL 45 Women’s Varsity Volleyball
(Formerly PE 93) 3 Units/6 hours by arrangement. Grade or P/NP. Limits on enrollment: By tryout. This course includes practice and participation for intercollegiate volleyball, emphasizing volleyball skills, fundamentals, and strategies. (CSU, UC) 4 Enrollments Total

ATHL 45L Volleyball Lab
(Formerly PE 96) 1.5 Units/3 hours by arrangement. Grade or P/NP. Recommended: Concurrent Enrollment in KTEAM 83 OR Concurrent Enrollment in ATHL 45. Introduction to the structure and development of various volleyball strategies. This course will include analysis of scouting reports and film reviews, as well as the practical application of various physical training concepts. (CSU, UC) 4 Enrollments Total

AUTOMOTIVE TECHNOLOGY

AUTO 51 Automotive Engines
7 Units/5 hours lecture, 7 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Eligibility for CSKLS 372. Theory, design, operation, troubleshooting and overhaul of internal combustion automobile engines. Lecture, demonstration and practical lab experience also emphasize proper and safe use of tools and equipment. Prepare students to take the A.S.E. (Automotive Service Excellence) Engine Repair Certification exam. (CSU)

AUTO 52 Automotive Engine Performance and Pollution Control
8 Units/6 hours lecture, 6 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of AUTO 51. Lecture, demonstration and practical lab experience in the operation, troubleshooting and repair of the ignition, fuel and pollution control systems of late model automobiles. Emphasis on the proper use of tools and diagnostic equipment. Course prepares students to pass the A.S.E. (Automotive Service Excellence) Engine Performance Certification Exam and enter the automotive trade as an apprentice level technician specializing in engine performance and emission control. (CSU)

AUTO 53 Automotive Drive Train
6 Units/4 hours lecture, 7 hours laboratory. Grade Only. Recommended: Course Eligibility for ENGL 100 or ESL 100 and Course Completion of AUTO 100. An in-depth study of automotive drive train systems for the entry level auto student. Course covers theory, operation, diagnosis, service and overhaul of most automotive automatic and manual transmissions and trans axles, drive axles and all wheel drive systems. Diagnosis of modern drive train systems is emphasized. Instruction includes lecture and practical lab experience. Course prepares student for A2 and A3 ASE (Automotive Service Excellence) exams. (CSU)

AUTO 54 Automotive Brakes, Steering and Suspension
7 Units/5 hours lecture, 7 hours laboratory. Grade Only. Recommended: Course Eligibility for ENGL 100 or ESL 100 AND Course Completion or Concurrent Enrollment in AUTO 100. Theory, design, operation, troubleshooting and repair of brakes, steering and suspension systems of most automobiles. Lecture, demonstration and practical lab experience also emphasize proper and safe use of tools and equipment. Prepare students to take the A.S.E. (Automotive Service Excellence) Brake and Suspension Certification. (CSU)

AUTO 80 Introduction to Automotive Technology
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. Introduction to theory of operation, routine maintenance, technical vocabulary, components, systems, use of basic tools and safety procedures relating to the automobile and the automotive repair technician. Workplace skills covered will include the basic maintenance and repair of the automobile and its systems for the entry level auto maintenance technician. (CSU)

AUTO 98 Independent Study in Auto Mechanics
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience in auto mechanics. (CSU)

AUTO 99 Automotive Occupational Work Experience
0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Students must have a job in a licensed business that is directly related to their educational or occupational goal. Units earned are based on hours worked during the term. Automotive Occupational Work Experience is supervised employment of students that extends classroom learning to the job site and relates to the student’s educational or occupational goal in automotive technology. The course is for students who work in a job that is related to their chosen course of study in automotive technology. (CSU) 16 Units Total (WrxEx only)

AUTO 108 Clean Air Car Course:
BAR Levels 1 & 2
5 Units/5 hours lecture, 1 hour laboratory. Grade or P/NP. Recommended: Course completion or Concurrent Enrollment in Auto 156 and Auto 155. This course is designed for automotive professionals who wish to obtain or renew a California State BAR (Bureau of Automotive Repair) smog license. This is a BAR approved training class, which includes both Level 1 and Level 2 training. This BAR training meets part of the qualifications needed to take the Smog Technician licensing examination. A minimum of nine units completed in Auto Electric and Engine Performance education OR one year of verifiable trade experience in auto electrical, engine performance and emission control diagnosis & repair, is strongly recommended in order to be successful in this course.

AUTO 109 BAR Update Training
0.5-2 Units/Up to 1.5 hours lecture, 2 hours laboratory. Grade or P/NP. Recommended: This class is only appropriate to students who already have or are seeking to obtain a California State Smog Technician License; Eligibility for ENGL 100 or ESL 100. Bureau of Automotive Repair (BAR) smog check update training. Includes viewing of Bureau of Automotive Repair (BAR) instructional video and completion of BAR final examination. A passing test score qualifies student to renew a valid smog
 Courses:  Biology

AUTO 120 Automotive Service Advisor, Business Ethics, and Management
3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course provides studies in automotive service advising, business ethics, and management. Topics include business ethics, customer interaction, preparation of service documents, estimating job bids (in accordance with California legal requirements), conflict resolution, and delivery of the vehicle to the customer.

AUTO 125 Automotive Heating and Air Conditioning Systems
1.5 Units/1 hour lecture, 1.5 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Theory, service and repair of many types of automotive heating and air conditioning systems. Includes environmental and safety concerns using R-12 and R-134a refrigerants. Engine heating and cooling, manual and automatic system controls will also be introduced. Prepares the student to take the A7 ASE (Automotive Service Excellence) certification exam.

AUTO 153 Automotive Engine Performance and Pollution Control
7 Units/6 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of AUTO 56.
Lecture, demonstration and practical lab experience in the operation, troubleshooting and repair of the ignition, fuel and pollution control systems in late model automobiles. Emphasis on safety and the proper use of tools and diagnostic equipment. Course prepares students to pass the ASE (Automotive Service Excellence) A8 Engine Performance Certification Exam and enter the automotive trade as an apprentice level technician specializing in engine performance and emission control. This course conforms with National Automotive Technicians Education Foundation (NATEF) instructional guidelines.

AUTO 156 Automotive Electrical System
5 Units/4 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
The operation, diagnosis, and repair of automotive electrical and electronic systems. Techniques of troubleshooting, service, and repair of starting, charging and other chassis and body electrical systems. Introduction to computer controlled systems. Prepare students to take the ASE (Automotive Service Excellence) A6 Electrical/Electronics Certification. This course conforms with National Automotive Technicians Education Foundation (NATEF) instructional guidelines.

AUTO 190.1 Alternative Fuels and Fuel Systems
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will provide an introduction to non-traditional fuels and conversion of internal combustion fuel systems to natural gas, bio-fuels, and other alternative fuel systems.

AUTO 190.1L Alternative Fuels and Fuel Systems Lab
1 Unit/3 hours laboratory. Grade Only. Prerequisite: Course Completion of AUTO 190.1. Laboratory application of principles and practices for use of non-traditional fuels in vehicles and conversion of internal combustion fuel systems to natural gas, bio-fuels, and other alternative fuel systems.

AUTO 192 Advanced Alternative Fuels: Emerging Technologies
3 Units/3.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of DET 190.1 OR Course Completion of AUTO 190.1. Recommended: Course Completion of WELD 70 and Course Completion of MATH 51A AND Course Eligibility for ENGL 100 or Course Eligibility for ESL 100.
History, development, and implementation strategies for ultra low or zero emissions technologies soon to be used in commercial applications, including hydrogen cells, vegetable oil bio-fuel motors, hybrid motors, duel fuel motors, and electric motors. Examines how these technologies will be utilized in cities, farms, power generation facilities, and freight environments. Lab activities involve experimentation with and fabrication of alternative fuel components.

AUTO 194 Introduction to Hybrid Vehicle Maintenance and Repair
4 Units/3.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Principles and functions of hybrid automobiles and procedures for their maintenance, problem diagnosis and repair. Function of individual system components examined. Critical importance of safety and hybrid-unique equipment and procedures, maintenance procedures and diagnostic and repair processes for at least one type of hybrid (Parallel or Series-Parallel) taught in detail.

AUTO 195 Hybrid Electric Vehicle Safety Training for First Responders
0.5 Unit/0.5 hour lecture, 0.33 hour laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Broad overview of HEV (Hybrid Electric Vehicle) terminology, operational principles, component layout, critical importance of safety and hybrid-unique equipment and procedures. This class is intended for First Responders (i.e. Police, Paramedic, Fire Department, and other similar personnel), although it may be taken by any interested persons.

AUTO 196 Electric Vehicles
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course covers the fundamentals of electric vehicle (EV) theory, EV conversion, and EV maintenance. Also provides training for technicians interested in expanding their repair skills to include multiple EV platforms emerging as a viable alternative to internal combustion engine (ICE) vehicles.

BEHAVIORAL SCIENCE

BEHSC 49 Independent Study in Behavioral Sciences
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.) (CSU;UC)

BIOLOGY

BIO 2.1 Fundamentals of Biology (Cell and Molecular)
(Formerly BIO 1) 5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of CHEM 1A and Course Completion of BIO 10 and Course Completion of ENGL 1A OR Course Completion of CHEM 4A and Course Completion of BIO 10 and Course Completion of ENGL 1A.
Cell structure and function, origin, evolution and diversity of cells, biochemistry, metabolism, Mendelian genetics, molecular genetics, cell regulation, cell differentiation and evolutionary development. Intended for students majoring in biological sciences, pre-medical or related pre-professional programs. (Formerly BIO 1.3, BIO 3) (CSU;UC. C-ID:BIOI 190)
AA/AS area CC; C1; C2; CSU; UC 82; UC; IG:TE areas 58; SC

BIO 2.2 Fundamentals of Biology (Evolution, Genetics, and Zoology)
(Formerly BIO 2.2A) 5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of BIO 2.1.
Course covers the methods of science, principles of evolution, Mendelian and chromosomal genetics, and the phylogeny of animals with emphasis on development, morphology, physiology and behavior. Field trips taken. Intended for students majoring in biological sciences, pre-medical or related pre-professional programs. (Formerly BIO 1.2, BIO 2.2A) (CSU;UC. C-ID:BIOI 150)
AA/AS area C; C1; C2; CC; IG:TE areas 58; SC

BIO 2.3 Fundamentals of Biology (Botany and Ecology)
(Formerly BIO 2.2B) 5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of BIO 2.1.
Course covers the principles of ecology and the phylogeny of bacteria, protists, fungi and plants
BIO 10 Introduction to Principles of Biology
4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Completion of MATH 150A or higher (V1) or Qualifying Test Score in Math and Course Completion of ENGL 100 or higher (V8) or ESL 100 or Qualifying Test Score in English. 
Introductory course in biology including scientific method, ecology, biodiversity, physiology and anatomy, chemistry of life, cell and molecular biology, genetics, and evolution. (CSU;UC.)
AA/AS area C; CSU area B2,3; IGETC areas 5B,5C

BIO 26 Biology of Marine Mammals (Formerly BIO 60)
4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Completion of ENGL 100 or higher (V8) OR Course Completion of ENGL 102 OR Course Completion of ESL 100 OR Qualifying Test Score in English.
Introduction to the biology, natural history, evolution, behavior, anatomy, physiology and population ecology of marine mammals, including whales, dolphins, pinnipeds, otters, manatees and dugongs. (CSU;UC.)
AA/AS area C; CSU area B2,3

BIO 10 Plant Biology
4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introductory course for non-majors to the core concepts of biology including scientific method, ecology, biodiversity, physiology and anatomy, chemistry of life, cell and molecular biology, genetics, and evolution. (CSU;UC.)
AA/AS area C; CSU area B2,3; IGETC areas 5B,5C

BIO 27 Biology of Marine Mammals
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 100 or higher (V8) OR Course Completion of ESL 100.
Introduction to the biology, natural history, evolution, behavior, anatomy, physiology and population ecology of marine mammals, including whales, dolphins, pinnipeds, otters, manatees and dugongs. (CSU;UC.)
AA/AS area C; CSU area B2,3

BIO 16 Introduction to Biology Through Current Issues
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
An introduction for non-majors to the core concepts of biology by studying current issues in modern biology with an emphasis on the scientific method and scientific literacy. (CSU;UC.)
AA/AS area C; CSU area B2,3; IGETC areas 5B,5C

BIO 25 Marine Biology
4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Completion of ENGL 100 or higher (V8) OR Course Completion of ENGL 102 OR Course Completion of ESL 100 OR Qualifying Test Score in English.
Introduction to biological oceanography, natural history, taxonomy, and ecology of major plant and animal groups of the world's oceans with emphasis on the Pacific Coast of North America. Examines human interactions with, and impacts upon, the marine environment. (CSU;UC.)
AA/AS area C; CSU area B2,3; IGETC areas 5B,5C

BIO 85.1 Pepperwood Natural History: Physical Environment
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
A survey of the natural history of the Pepperwood Preserve, emphasizing earth sciences and native cultures (offered Fall semester only). Laboratory hours are primarily in the field and will include hiking over uneven terrain. This course (along with BIO/ERTHS 85.2) is a component of the Pepperwood Preserve Stewardship training program. (CSU)

BIO 85.2 Pepperwood Natural History—Biotic Environment
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
A survey of the natural history of the Pepperwood Preserve, emphasizing the flora, fauna, and ecology (offered Spring semester only). Laboratory hours are primarily in the field and will include hiking over uneven terrain. This course (along with BIO/ERTHS 85.1) is a component of the Pepperwood Preserve Stewardship training program (CSU).

BIO 100 Basic Biology Skills
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introductory course to develop skills necessary for completion of Introduction to Principles of Biology. Course is designed for students who have not developed the skills necessary for successful completion of college transfer science courses. Class will apply basic study skills to the understanding of biological elements in living systems, from atoms to the ecosystem level. A specific focus topic such as water will be used to relate learning skills to specific biological information.

BOTANY

BOTANY 10 Plant Biology
4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A.
A general education course in plant biology emphasizing the structure and function of seed plants. Includes genetics, ecology, evolution, reproduction and diversity of plant life forms. (CSU;UC.)
AA/AS area C; CSU area B2,3; IGETC areas 5B,5C

BOTANY 60 Field Botany
4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Completion of or concurrent enrollment in ENGL 100 or ESL 100.
Survey of the vegetation and flora of Northern California. Includes the identification and ecology of species that are representative of local plant communities. Field trips required. (CSU)
AA/AS area C; CSU area B2,3

BOTANY 64 Plants of the Northern Sierra
2 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Field course introducing the plant communities of the Sierra Nevada north of Lake Tahoe, emphasizing the taxonomy and ecology of the ferns, conifers and flowering plants. (CSU)

BUSINESS ADMINISTRATION

BAD 1 Financial Accounting
4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course introduces the student to the role of accounting in processing and reporting the effects of economic transactions. It examines financial accounting from both the user and preparer perspectives. It teaches how information is processed and reported by the accounting information system as well as how the reports are used by investors and creditors in making decisions. The economic transactions are also analyzed by type of business activity: operating, investing, or financing and their impact on cash flows and profitability for both service and merchandising concerns. The ability to perform basic spreadsheet functions is highly recommended. The course
objectives comply with the California Core Competency Model developed by the California Society of Certified Public Accountants’ Committee on Accounting Education. This course will prepare the student to account for costs, analyze and control, operational and capital budgeting, and responsibility reporting. Students use decision making techniques and models that assist managers in planning and controlling operations. These objectives comply with the California Core Competency Model developed by the California Society of Certified Public Accountants’ Committee on Accounting Education. This course will prepare the transfer degree and certificate students for business or accounting programs.

BAD 2 Managerial Accounting
4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of BAD 1.
This course focuses on the use of accounting information by managers in making internal decisions relating to product/service costing, pricing, cost analysis and control, operational and capital budgeting and responsibility reporting. Students use decision making techniques and models that assist managers in planning and controlling operations. These objectives comply with the California Core Competency Model developed by the California Society of Certified Public Accountants’ Committee on Accounting Education. This course will prepare the transfer degree and certificate students for business or accounting programs.

BAD 10 American Business in Its Global Context
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
American business as both institution and organization considered in its natural, social, and global economic environments. An overview of the principal functions of business firm: business goals and strategy; financial management and institutions; organization structure and management; marketing; computing technologies; telecommunications, and information sciences; social, legal and regulatory responsibilities; described within the emerging global business context. Emphasis on concepts and terminology relevant to the new global business environment. (CSU; UC. C-ID:ACCT 120)

BAD 18 The Legal Environment of Business
5 Units/5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
The environmental, social, ethical and political factors which influence the development and operation of the American legal system; law of contracts and sales emphasizing California law and the Uniform Commercial Code. Case methods utilized. Recommended for Business Administration majors intending to transfer to a 4-year institution. (CSU; UC. C-ID:BUS 120)

BAD 52 Human Relations in Organizations
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Human relations addresses issues of self-esteem, values, attitudes, motivation, communications, team dynamics, change, creativity, conflict, stress, diversity, ethics, and health. This course is an exploration of the awareness and self-understanding of how interpersonal skills influence relationships with others and how to enhance those skills to be more successful as a member of a work environment and society. (CSU)

BAD 53 Introduction to Solving Business Problems With Spreadsheets
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course is designed to introduce the student to the use of computer spreadsheet programs in solving business problems and improving the decision-making process. Students will create models applicable to the functional areas of finance and accounting, sales and marketing, management and human resources using a broad range of spreadsheet skills. Previous experience with computer spreadsheets is not required. (CSU)

BAD 55 Intermediate Accounting
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of BAD 2.
Intermediate accounting with theory and practical applications including the accounting process; income measurement; balance sheet preparation; cash flow and the valuation of receivables, inventories, plant, equipment and intangible assets. (CSU)

BAD 56 Fund Accounting
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of BAD 1.
Accounting for nonprofit organizations: accounting theory and techniques for governmental units. (CSU)

BAD 57 Cost Accounting
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of BAD 2.
Cost accounting including job, process, activity-based costing, and standard costing. Evaluative techniques using cost data to effectively manage organizational costs. (CSU)

BAD 59 Federal Income Tax Law
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of BAD 1 OR Course Completion of BBK 51.
Current Federal Revenue Act as applied to individuals. Includes filing of returns, income items and adjustments, itemized deductions, capital, and other gains and losses. (CSU)

BAD 64 Computerized Tax Accounting
2 Units/2 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Use of computerized tax application software to prepare federal individual income tax returns (Form 1040 and related schedules). (CSU)

BAD 67 Financial Planning & Investment
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Personal and business investment alternatives and means of financing them. Methods of planning and management of personal finances given projected levels of income and expenditure. Influence of economic conditions and tax rates on investment alternatives. (CSU)

BAD 98 Independent Study in Business Administration
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limit on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Special projects by arrangement to provide for independent study and enriched academic experience in Business Administration. (CSU)

BAD 99 Business Administration Occupational Work Experience
0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Students must have a job in a licensed business that is directly related to their educational or occupational goal. Units earned are based on hours worked during the term. Business Administration Occupational Work Experience is supervised employment of students that extends classroom learning to the job site and relates to the student’s educational or occupational goal in business administration. The course is for students who work in a job that is related to their chosen course of study in business administration. (CSU)

16 Units Total (WrxEx only)

BUSINESS BOOKKEEPING

BBK 50 Computerized Bookkeeping and Accounting I
3 Units/3 hours lecture, 1 hour laboratory. Grade Only. Recommended: Course Completion or Concurrent Enrollment in BAD 81. Students will learn to record business transactions in journals and ledgers, compute payroll, and prepare financial statements using both a manual and computerized system for a sole proprietorship. (CSU)

BBK 51 Computerized Bookkeeping and Accounting II
3 Units/3 hours lecture, 1 hour laboratory. Grade Only. Recommended: Course Completion of BBK 50. Students analyze, categorize, and record transactions for merchandising firms including sole proprietorships and corporations. Students will prepare and analyze financial statements and other financial reports, using both manual and computerized bookkeeping systems, such as Microsoft Excel and/or QuickBooks. (CSU)

BBK 52.1 Payroll Record Keeping and Reporting
3 Units/3 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. A comprehensive course on payroll including record keeping, payroll accounting, federal and state reporting, laws governing payroll, and computerized payroll systems. (CSU)

BBK 53.1 QuickBooks Level 1
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. Training in the use of QuickBooks software for personal and business applications. Topics include...
Courses: Business General

BGN 101 Exploring Business Careers
(formerly BOT 56B) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Development of a career or educational plan for obtaining necessary skills related to the changing role and opportunities of business professionals in the 21st century. Students will begin the development of a career portfolio to which documentation and resources will be added as they move through their educational program and careers.

BGN 111 Soft Skills for Business
(formerly BOT 56A) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Critical workforce issues including the evolution of the workplace environment; the worker's changing roles, responsibilities, and opportunities; and development of 21st century workplace skills such as ethics, critical thinking, problem solving, creativity, innovation, and individual responsibility. Throughout the course students will work in teams and examine and practice communication and soft skills.

BGN 121 Typing Self-Paced
(formerly BOT 50A) 1.5 Units/1 hour lecture, 1.5 hours laboratory. Grade or P/NP.
Developability to type by touch using computerized typing software. Emphasis is placed on analyzing and enforcing proper keyboarding and ergonomic techniques with a focus on taking preventative measures to prevent cumulative trauma disorders. Speed and accuracy development emphasized, as well as proofreading.

BGN 103 Self-Paced 10-Key
0.5 Unit/1.5 hours laboratory. Grade or P/NP.
Individualized instruction in using the 10-key numeric keypad by touch. Students will achieve a minimum speed of 10,000 KSPH (keystrokes per hour) with at least 98 percent accuracy. Formerly taught as BOT 169.3

BGN 204 Electronic Calculator
0.5 Unit/1.5 hours laboratory. Grade or P/NP.
Training in the use of the electronic printing calculator.

BGN 205 Basic Filing
(formerly BOT 172) 0.5 Unit/1.5 hours laboratory. Grade or P/NP.
American Records Management Association (ARMA) rules are used to present the basic indexing rules for names of individuals, business names, government agencies, other organizations, and special names. Specific exercises applying the indexing rules to alphabetical, subject, geographic, and numerical filing systems.

BGN 110 Exploring Business Careers
(formerly BOT 56B) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Development of a career or educational plan for obtaining necessary skills related to the changing role and opportunities of business professionals in the 21st century. Students will begin the development of a career portfolio to which documentation and resources will be added as they move through their educational program and careers.

BGN 111 Soft Skills for Business
(formerly BOT 56A) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Critical workforce issues including the evolution of the workplace environment; the worker’s changing roles, responsibilities, and opportunities; and development of 21st century workplace skills such as ethics, critical thinking, problem solving, creativity, innovation, and individual responsibility. Throughout the course students will work in teams and examine and practice communication and soft skills.

BUSINESS MANAGEMENT

BMG 50 Introduction to Management and Supervision
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Principles, concepts, and practices of management: planning, organizing, and controlling in organizations. Organizational dynamics of diversity, groups, communications, decision making, change, and ethics and social responsibility. (CSU)

BMG 52 Written Communication in Organizations
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of BGN 71. Recommended: Eligibility for ENGL 100 or ESL 100.
This course covers methods and strategies for presenting information and ideas clearly with accurate business/organizational format while encouraging goodwill in letters, emails, memos, proposals and reports. Also covers effective writing for the employment process. (CSU)

BMG 53 Oral Communication in Organizations
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This course provides knowledge, skills, and tools for the employment process. (CSU)

BMG 61 Skills for Managers
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course provides knowledge, skills, and tools for students to refine their professional management effectiveness. Topics include roles set for managing others, getting started, self-management within the framework of time, writing goals and objectives, focusing on results, getting results, and managing effectively. (CSU)

BMG 62.1 One-on-One Management Communication
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Examine communication models to understand the communication process. Incorporate techniques to create messages to clearly express ideas and provide feedback. Develop leadership skills to communicate effectively to solve problems and accomplish tasks. (CSU)
BMG 62.4 Managing Workgroups
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will enable students to determine characteristics of effective team leadership and participation after analyzing stages of group development and group roles, and to examine strategies for creating, participating in, and leading high performance teams. (CSU)

BMG 63.1 Motivation and Empowerment
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course provides the knowledge, skills, and tools for creating a motivational organizational environment. Topics include identifying individuals’ motivational needs, assessing the organization’s motivational status, and developing and applying motivational strategies. (CSU)

BMG 63.4 Managerial Leadership
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course provides the knowledge, skills, and tools to increase management leadership effectiveness. Topics include successful leadership characteristics, situational leadership styles, and setting direction with vision, mission, and policies within the organization’s culture. (CSU)

BMG 66.1 Excellence in Organizational Decision Making
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course provides the knowledge, skills, and tools to solve organizational problems, make effective decisions, and implement organizational change. Topics include selecting problems, using the rational decision-making process, selling the solution, and determining one’s own decision-making style. The course provides the manager with the knowledge and the skills to create a work environment that is both proactive and rational. (CSU)

BMG 66.3 Financial Basics
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course introduces the concepts of finance and accounting for the non-financial manager. Topics include financial analysis tools, financial decision-making, ratios, and cash budgets. (CSU)

BMG 66.4 Project Management
1 Unit/1 hour lecture. 0.8 hour by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
An introduction to the concept of project management and the tools a project manager needs to be effective. Topics include planning, scheduling, implementing, controlling, evaluating, and managing a project team. (CSU)

BMG 67.4 Conflict Management
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Develops knowledge and skills for analyzing causes of conflict and summarizing the points of conflict and points of common interest with the goal of resolving the conflict. Explores mediation strategies and reviews the steps for resolving conflict in order to develop an action plan. (CSU)

BMG 78.127 Body Language In The Business Environment
0.5 Unit/0.5 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Observe and interpret the use of body language in a business setting. Utilize appropriate body language in order to present clear, concise messages in a professional environment. (CSU)

BMG 85.1 Pre-Business Fundamentals
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course assists students in making the decision to enter the field of small business. Covers strategic planning, how to start a small business from conception, buy a franchise or small business, or inherit a business. Introduction to the need for planning and initial financial considerations. (CSU)

BMG 85.3 Small Business Records and Cash Flow
1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in BMG 85.1 and BMG 85.12; OR Course Completion or Current Enrollment in BMG 85.2. Recommended: Eligibility for ENGL 100 or ESL 100.
This course introduces the overall financial record keeping needs of a small business. Includes inventory control, cash management, budgeting, financial record keeping needed for tax reporting, managing cash flow, examining break-even analysis, and choosing or designing an adequate record keeping system. Includes evaluating software for specific business types. (CSU)

BMG 85.5 Small Business Plan
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100; Course Completion of BMG 85.1 and BMG 85.2 and BMG 85.3 and BMG 85.6 and BMG 85.8.
This course covers the development and writing of a draft business plan. A business plan is a valuable management tool and is important when seeking debt or equity funding. (CSU)

BMG 85.8 Taxes and the Small Business
1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in BMG 85.3 and BMG 85.2 and BMG 85.1. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to taxes and the taxing agencies for the small business. Exploration and management of tax advantages resulting in possible tax reductions. Legal entities may determine tax benefits and tax management. (CSU)

BMG 85.10 Ethical Issues For Small Business Owner
0.5 Unit/0.5 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Investigate the ethical issues surrounding current business practices globally. Examine the reasons certain business practices have been adopted by companies in the United States and abroad. (CSU)

BMG 85.12 Small Business Entrepreneurship
0.5 Unit/0.5 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course explores the personal and technical skills necessary to become a successful entrepreneur for a home-based business or company. Learn how to analyze the requirements for success and how to assess risks and rewards. Examine legal considerations and entrepreneurial resources. Review action plans for various businesses. (CSU)

BMG 85.13 Starting an E-Business
(Formerly BMG 78.130) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
An overview of E-commerce (electronic business) and how business concepts relate within the marketplace. Topics include the E-commerce evolution, E-commerce as a new way of thinking, E-commerce technologies, E-commerce consumers, business-to-business, E-commerce, and the creation of an E-business strategy and implementation. (CSU)

BMG 100 Entrepreneurial Business Plan
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Create a professional business plan using a variety of tools and resources leading to the launch and success of an entrepreneurial venture.

BMG 103 Communications for Start-Ups
1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Craft and develop an effective narrative and story to pitch the venture idea. Determine how to successfully communicate concepts and goals to various stakeholders and influencers throughout the product life cycle.

BMG 104 Innovation, Creativity, and Change
1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Evaluate the skills, tools, and techniques to support brainstorming and creativity. Assess the methodology behind the inception and growth of ideas, concepts, and innovations. Apply social and cultural insights to creative inspiration, product development, idea generation, and venture creation.

BMG 105 Ethics, Responsibility, and Sustainability
1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Promote responsible corporate behavior by focusing on the social, ethical, and environmental impacts of business activities. Distinguish among the issues, motivations, and strategies unique to short-term profitability and long-term sustainability.
BUSINESS MARKETING

BMG 174 Crowdfunding Fundamentals
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Provides a practical guide on how to research, plan and launch a crowdfunding campaign. Students will learn to translate a business plan into one or more projects that can be financed through crowdfunding. Social media platforms such as Facebook, Twitter and LinkedIn will be used to build a group of followers to launch and then sustain the crowdfunding effort. Short video pitches describing the team, the need and rewards will be created so that students completing the class will be able to initiate their own campaigns.

BMK 50 Marketing
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Innovative, customer-centric strategies to successfully reach consumer and business markets. Focus on branding, positioning, promotions, social media, and digital communications with an emphasis on long-term, socially responsible and sustainable techniques.(CSU)

BMK 51 Principles of Selling
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Principles and methods of personal selling: preparation for selling, the selling process and introduction to sales management. Behavioral aspects of selling: sociological and psychological theories of consumer motivation, behavior and perception. Includes lectures, discussions, demonstrations and practice in sales presentations. (CSU)

BMK 54 Advertising
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Principles and techniques of advertising as applied to the position of a brand in relation to target audience. Market research, fact finding, and consumer behavior patterns used to develop advertising strategies responsive to competition and meaningful to the consumer. Preparation of copy, selection of media channels, testing effectiveness, and revision of campaign to objectively respond to client and consumer needs.(CSU)

BMK 57 Introduction to Public Relations
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
The principles and practical applications of public relations within a business marketing setting including communications strategies to build strong relationships with an organization’s customers and stockholders. Topics include communications management, integrated marketing communication, crisis management, and image management.(CSU)

BMK 59 Consumer Behavior
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
The use of consumer data and the study of emerging cultural shifts in forward planning for marketing and business. Topics include the effects of evolving consumer activity and the influence of trends, fads, buzz, pop culture and lifestyle swings on business and consumer behavior.(CSU)

BMK 60 Retail Merchandising Management
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Survey of independent, chain and department store merchandising operations and management. Analysis of problems concerning store location and layout, human resources, buying including software, pricing, sales promotion, inventory planning and control, merchandising policies, and retail trends.(CSU)

BUSINESS OFFICE TECHNOLOGY

BOT 85.1 Legal Professions
1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
A survey course introducing the field of law and its various occupations. Topics include: overview of legal professions; professional organizations; legal terminology; duties and responsibilities of personnel; review of the legal system and the court structure. (CSU)

BOT 85.4 Civil Litigation Practices and Procedures
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Course Completion of CS 60.11A or equivalent; Eligibility for ENGL 100 or ESL 100.
This course is intended for individuals interested in becoming legal secretaries or paralegals as well as individuals interested in learning the practices and procedures for commencing a civil lawsuit. Focuses on law office secretarial procedures and preparation of legal documents including without limitation, a complaint, summons, answer, and proof of service. Legal calendaring, trial court delay reduction requirements, local rules of court, service of process, and dismissal of a lawsuit will also be covered.(CSU)

BOT 85.5 Discovery Practices and Procedures
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Course Completion of CS 60.11A or equivalent; Eligibility for ENGL 100 or ESL 100.
This course is intended for individuals interested in becoming legal secretaries or paralegals as well as individuals interested in learning about discovery, the most important component of a lawsuit. Focuses on law office secretarial procedures in discovery methods using interrogatories, production of documents, subpoenas, depositions; preparation, processing, and production of discovery documents and responses; and time frames and calendaring requirements.(CSU)

BOT 99.11 Business Office Tech Occupational Work Experience Internship
(formerly BOT 99.1) 0.5-8 Units/Up to 40 hours by arrangement. Grade Only. Prerequisite: Course Completion of BOT 56B, BOT 56.2, BGN 81 and CS 65. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an application, interview, placement and verification of employment because intern position must be secured prior to enrollment.
Administrative Assistant Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning that relates to the students’ educational or occupational goal. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid or unpaid position. Students will acquire new knowledge, skills, and abilities to prepare for a career in their chosen field.(CSU)

16 Units Total (WrxEx only)

BOT 99.21 Bookkeeper Internship
0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Prerequisite: Course Completion or Current Enrollment in BBK 51 and BGN 81 and BGN 110 and CS 60.11A. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an application, interview, placement and verification of employment because intern position must be secured prior to enrollment.
Bookkeeper Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment. Students will apply classroom learning to related work experience in the field of Bookkeeping. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students are expected to perform 75 hours of internship time for each unit of course credit. Students will acquire new knowledge, skills, and abilities to prepare for a career in the field of Bookkeeping.(CSU)

16 Units Total (WrxEx only)

BOT 99.31 Legal Occupational Work Experience Internship
(formerly BOT 99.3) 0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Prerequisite: Course Completion or Current Enrollment in BOT 85.5 and BOT 156 and BGN 110. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an application, interview, placement and verification of employment because intern position must be secured prior to enrollment.
Legal Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment. Students will apply classroom learning to related work experience in the field of Bookkeeping. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students are expected to perform 75 hours of internship time for each unit of course credit. Students will acquire new knowledge, skills, and abilities to prepare for a career in the field of Bookkeeping.(CSU)

16 Units Total (WrxEx only)
instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning that relates to the student’s educational or occupational goal. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for an on-the-job experience in a paid position. Students are expected to perform 75 hours of internship time for each unit of course credit. Students will acquire new knowledge, skills, and abilities to prepare for a career in their chosen field. (CSU)

16 Units Total (Win/Ex only)

BOT 154 Office Procedures
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This course simulates an office environment. Administrative and soft skills needed to function as a productive and valuable member of an office team are featured. Topics include managing resources, file and record management, telephone techniques, processing and mailing options, travel arrangements, and other administrative tasks. In addition, many facets of business etiquette are covered.

BOT 154.1 Writing Strategies
0.5 Units/0.5 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Course for office professionals to develop memo and letter writing skills. Topics include audience analysis, formatting, editing, proofreading techniques, and strategies for writing.

BOT 156 Legal Office Procedures
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 AND Course Completion of CS 60.1A AND Course Completion of BGN 71.
Training in law office procedures with emphasis on preparation of non-court documents such as wills, agreements, real estate and corporation papers, with an introduction to family law and criminal law. Course includes managing legal files, telephone techniques, processing mail, and other administrative tasks relative to a law firm. Confidentiality, legal ethics, and professionalism will be enforced throughout the course. Students will create sample client files and develop a legal procedures manual that can be used as a guide when working in a law office.

BOT 770 Business Skills Lab
0 Unit/5 hours by arrangement. Non-Credit Course.
Supervised one-on-one instruction in all levels of BAD 1 through BAD 99, BBK 50 through BBK 99, BGN 50 through BGN 399, BMG 50 through BMG 99, BMK 50 through BMK 99, BOT 50 through BOT 399, HOSP 50 through HOSP 99, HR 50 through HR 99, RE 50 through RE 99, and supports students needing remediation of their basic computer skills. Exempt From Repeat Provisions

CHEMISTRY
CHEM 1A General Chemistry
5 Units/4 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of CHEM 42 AND Course Completion of MATH 155 or higher (V2); OR Course Completion of CHEM 42 AND Qualifying Test Score in Math OR two years of high school algebra or equivalent. Students who think they may be ready for CHEM 1A or CHEM 4A without completing CHEM 42 should take the Chemistry Diagnostic Test AND complete and return the Chemistry Diagnostic Review form to the Student Success and Assessment Services Office. After Chemistry Department’s review and approval, the Admission and Records Office will lift prerequisite block and notify student through the portal. Recommended: Course Completion of ENGL 1A.
General principles of chemistry, including atomic theory, bonding, stoichiometry, kinetic molecular theory of gases, properties of mixtures, the periodic table, and thermochemistry. First semester of a one year program of general chemistry. (CSU; UC. C-ID:CHEM 110; CHEM 120S Series) AA/AS area C, CSU areas B1, B3, IGETC areas A5, C, SC

CHEM 1B General Chemistry
5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Chemistry 1A or equivalent with a grade of “C” or better.
A continuation of Chemistry 1A. Topics include chemical kinetics, thermodynamics, chemical equilibrium, acids and bases, nuclear chemistry, electrochemistry, coordination compounds and bonding, and selected topics in descriptive chemistry. Laboratory emphasizes methods of analytical chemistry and quantitative work. (CSU; UC. C-ID:CHEM 120S Series) AA/AS area C, CSU areas B1, B3, IGETC areas A5, C, SC

CHEM 1A General Chemistry with Quantitative Analysis
5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of CHEM 42 AND course completion of MATH 155 or higher (V2). Students pettingonawollenewithCHEM42(arequivalent)shouldtakechemistrydiagnostic test and submit a chemistry placement questionnaire to the Assessment Office in Student Services. Recommended: Completion of ENGL 1A.
First semester of an intensive one-year program covering physical organic and analytical chemistry. Includes the periodic table, stoichiometry, atomic theory and structure, bonding, thermochemistry, kinetic molecular theory of gases, and properties of mixtures. Laboratory includes quantitative and instrumental analysis. Recommended for chemistry, chemical engineering, preprofessional, and physical or life science majors. (CSU; UC. C-ID:CHEM 110; CHEM 120S Series) AA/AS area C, CSU areas B1, B3, IGETC areas A5, C, SC

CHEM 1B General Chemistry with Quantitative Analysis
5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of CHEM 42 AND Course Completion of ENGL 1A.
An introduction to the principles, nomenclature, structure and reaction mechanisms of organic chemistry. (CSU; UC) AA/AS areas B1, B3, IGETC areas A5, SC

CHEM 12A Organic Chemistry
5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of CHEM 1B OR Course Completion of CHEM 4B.
For students majoring in chemistry, biochemistry, chemical engineering, or a closely related field such as molecular and cell biology. The first semester of an intensive one-year program based upon modern theoretical concepts of organic chemistry. All aspects of fundamental organic chemistry are studied, including nomenclature, chemical and physical properties, reactions and synthesis. The study includes theoretical aspects, reaction mechanisms, and multistep synthesis. Students transferring to a four-year college or university are expected to complete this sequence prior to their junior year. (CSU; UC. C-ID:CHEM 150; CHEM 160S Series) CSU areas B1, B3, IGETC areas A5, SC

CHEM 12B Organic Chemistry
5 Units/3 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of CHEM 1A.
The second semester of an intensive one-year program based upon modern theoretical concepts of organic chemistry. All aspects of fundamental organic chemistry are studied, including nomenclature, chemical and physical properties, reactions and synthesis. The study includes theoretical aspects, reaction mechanisms, and multistep synthesis. Students transferring from a four-year college or university are expected to complete this sequence prior to their junior year. (CSU; UC. C-ID:CHEM 160S Series) CSU areas B1, B3, IGETC areas A5, SC

CHEM 42 Introductory General Chemistry
4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of MATH 155 or higher or two years of high school algebra or equivalent. Recommended: Eligibility for ENGL 100 or ESL 100. A basic introduction to fundamental laws and principles of the composition of matter, physical and chemical changes, atomic and molecular structure, chemical equilibria, intermolecular forces, solutions, and qualitative and quantitative theory and techniques. This course is a pre-requisite for Chemistry 1A. (CSU; UC) AA/AS area C, CSU areas B1, B3, IGETC areas A5, C, SC

CHEM 49 Independent Study in Chemistry
1-3 Units/Up to 9 hours by arrangement. Grade Only. Prerequisite: Course Completion of CHEM 1B OR CHEM 4B. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.
Premade application (written description of project objectives and methods, selection of faculty supervisor, list of required equipment and supplies) must be submitted to department chairperson one semester in advance.

Courses: Chemistry
Courses:  Child Development

CHLD 51 Principles and Practices of Early Childhood Education  
(Formerly CHLD 51) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Students will be required to make arrangements to participate for 15 hours in a licensed early childhood program. This is a survey course of the field of early childhood education. It provides an analysis of historical and contemporary models of early childhood education. Included is an examination of developmentally appropriate principles as they apply to children’s development, program components, teacher/child/family relationships, professional ethics and professional and career development. The student is required to observe and participate for 15 hours in a licensed early childhood program. The course is appropriate for students wishing to work with children aged 0-8 years in a variety of childcare and educational programs. (CSU; CID: EDEV 120)

CHLD 53 The Child with Special Needs in the Community  
(Formerly CHLD 53) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CHLD 10. Recommended: Eligibility for ENGL 141 or equivalent and Course Completion of CHLD 90.2. This course provides an introduction to supporting the growth and development of the young child with special needs. Topics include strategies for working effectively with children and their families using best practices in Early Childhood Education (ECE) and early childhood special education/early intervention models; adapting early childhood care and learning environments and materials; collaborating with support professionals; and using community resources. (CSU)

CHLD 55.2 Exploring Science and Math with Young Children  
(Formerly CHLD 55.2) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 AND Course Completion of CHLD 10 and CHLD 90.4 OR Course Completion of CHLD 110.1, CHLD 110.2 and CHLD 90.4. This course familiarizes students with constructivist theories of cognitive development and their application in the early childhood classroom. Students will actively explore and develop math and science concepts suitable for young children. They will learn to implement age-appropriate curriculum for children aged 0-8. (CSU)

CHLD 55.5 Foundations of Language and Literacy  
(Formerly CHLD 55.5) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of CHLD 10 and Eligibility for ENGL 100 or ESL 100. This course provides an overview of current research and pedagogy related to first and second language acquisition and early literacy of young children, ages 0 to 6 years. Students will observe and document children’s language and literacy in classroom settings, create activity plans, compare tools for evaluating language development and analyze strategies for scaffolding language and literacy. (CSU)

CHLD 55.6 Art for the Young Child  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion or Concurrent Enrollment in CHLD 10 OR CHLD 110.1 OR CHLD 110.2. Introduction of the developmental stages of art and exploration of appropriate activities for young children using various art media. Art education philosophies and creative development of children 0-8 will be addressed. (CSU)

CHLD 55.7 Music and Movement for Children  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Course eligibility for ENGL 100 or ESL 100. Course Completion of CHLD 90.4 and CHLD 10. An introduction to materials and methods, including songs, movement, fingerplays, dance and rhythm, that comprise a developmentally appropriate music curriculum for young children. Development of creativity and music education for children age 0-8 years will be addressed. The role of music and movement as part of an integrated curriculum will also be explored. (CSU)

CHLD 66 Early Childhood Care and Education Practicum  
6 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion with a grade of C or better of CHLD 10, CHLD 51 and CHLD 90.1 OR Course Completion with a grade of C or better of CHLD 110.1, CHLD 110.2, CHLD 51 and CHLD 90.4. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Health or Safety: “Students enrolled shall have a clear TB test and a health-screening report that indicates the person’s physical qualifications to perform the duties and any health condition that would create a hazard to the children or other personnel.” (CSU: Code ofRegs. 101216(g).)

Students will participate in a supervised field experience with young children at Santa Rosa Junior College Children’s Center or a designated off-campus Mentor site. Under the supervision of the course instructor and mentor teachers, students will apply previous understanding of development theory to classroom practice. This course focuses on identifying and developing skills and behaviors essential for effective teaching. These include: building healthy, caring relationships with and between young children; partnerships with families; classroom organization and management; curriculum development and implementation; professionalism and ethics; familiarity with assessment tools; and teaching as a member of a team. (CSU; CID: EDEV 210)

CHLD 66.1 Advanced ECE Practicum: Curriculum and Assessment  
6 Units/18 hours laboratory. Grade Only. Prerequisite: Course Completion of CHLD 66. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Students enrolled shall have a clear TB test and a health-screening report that indicates the person’s physical qualifications to perform the duties and any health condition that would create a hazard to the children or other personnel. (CSU: Code of Regs. 101216(g).) Advanced child development students will participate in a supervised student teaching practicum at the Santa Rosa Junior College Children’s Center. The course is designed for developing proficiency in the following areas as defined in the California Early Childhood Eduator Competencies: child development and learning; relationships, interactions, and guidance; learning environments and curriculum; and observation, screening, and assessment. (CSU)

CHLD 66.2 Advanced ECE Practicum: Programs, Families, and Community  
6 Units/18 hours by arrangement. Grade Only. Prerequisite: Course Completion of CHLD 66. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Health or Safety: “Students enrolled shall have a clear TB test and a health-screening report that indicates the person’s physical qualifications to perform the duties and any health condition that would create a hazard to the children or other personnel.” (CSU: Code ofRegs. 101216(g).) Advanced child development students will participate in a supervised student teaching practicum at the Santa Rosa Junior College Children’s Center. The course is designed for developing proficiency in the following areas as defined in the California Early Childhood Educator Competencies: child development and learning;
relationships, interactions, and guidance; learning environments and curriculum; and observation, screening, and assessment. (CSU)

CHLD 68 Working With Children and Families in a Diverse Society
(Formally CHLD 68) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of CHLD 10; OR Course Completion of CHLD 110.1 and CHLD 110.2; AND Eligibility for ENGL 1A.

This course is designed to prepare students and professionals who will be working with young children to negotiate the cultural and sociopolitical contexts of a diverse society. Students will examine the contexts of race, culture, gender and socioeconomic class as they relate to child development and respectful interactions with families in an educational or social service environment. The focus will be on transformative education that encourages self-examination and reflection on issues related to social identity, stereotypes and bias, social and educational access, media and schooling, and creating pluralistic environments for children and families. (CSU. CID:ECE 230) AA/AS area D, CSU area D

CHLD 79.1 Management of Early Childhood Education Programs
(Formally CHLD 79.1) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CHLD 10 and CHLD 90.1. Recommended: Course Completion of CHLD 51 and CHLD 90.4. Prior work experience in a licensed early childhood education program.

This course addresses management systems within an early childhood education program, including regulations, fiscal management, policy development, program planning and evaluation, and development of new ECE programs with analysis of quality criteria. To a lesser degree this course will include personnel management and public relations. Students also need 24 units of Child Development in order to meet the director requirements of the Child Development Permit Matrix (CSU)

CHLD 79.2 Leadership Skills for Early Childhood Administrators
(Formally CHLD 79.2) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CHLD 10 and CHLD 90.1; OR Course Completion of CHLD 10 and CHLD 100.1; OR Course Completion of CHLD 110.1 and CHLD 110.2 and CHLD 90.1; OR Course Completion of CHLD 110.1 and CHLD 110.2 and CHLD 90.1. Recommended: Eligibility for ENGL 1A or equivalent AND Course Completion of CHLD 51 AND CHLD 90.4.

Major topics include administration of an Early Childhood Education (ECE) program with an emphasis on personnel management, working with parents, use of community resources and other public relations issues. To a lesser degree this course will include program quality criterion, fiscal issues and ECE program regulations. In order to meet licensing requirements for a director, students also need 12 units of Child Development courses. (CSU)

CHLD 79.4 Adult Supervision and Mentoring
(Formally CHLD 79.4) 2 Units/2 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

This course explores methods of supervision, mentoring and community building for experienced teachers and directors of staff and students in the field of early childhood. Upon successful completion of this course, participants may apply for the California Early Childhood Mentor Teacher Program, if they have also met other requirements. This course also meets the requirements on the Child Development Permit Matrix for adult supervision. (CSU)

CHLD 90.1 Child, Family, Community Interrelationships
(Formally CHLD 90.1) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.

This course explores the diversity of family systems, sociocultural factors affecting the child’s development and the socializing influences of community. This course meets the educational requirements for the Child Development Permit issued by the State of California Commission on Teacher Credentialing and child care licensing requirements. (CSU. CID:EDEV 110) AA/AS area D, CSU area E

CHLD 90.2 Observation and Assessment of Young Children
3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of CHLD 10 and CHLD 51; OR Completion of CHLD 110.1, 110.2 and CHLD 90.1. Recommended: Eligibility for ENGL 1A or equivalent; Current or previous work with children in a group care setting.

This course focuses on the appropriate use of observation and assessment methods to document and promote young children’s growth and development. Recording strategies, rating systems, portfolios and multiple assessment tools are introduced and utilized to design developmentally appropriate curriculum to optimally support children and families. (CSU. CID:ECE 200)

CHLD 90.3 Health, Safety and Nutrition for the Young Child
(Formally CHLD 90.3) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.

This course is designed to provide knowledge of health, safety and nutritional issues to child care providers in group settings for young children. Students will learn to advocate for and implement procedures to avoid health problems and to respond as they occur. The course will include an introduction to the laws, regulations, standards and policies. It will focus on integrating the concepts into daily planning and program development for all children. (CSU. CID:ECE 220)

CHLD 90.4 Introduction to Curriculum
(Formally CHLD 90.4) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CHLD 10 and CHLD 51; OR Course Completion of CHLD 110.1, CHLD 110.2 and CHLD 90.1. Recommended: Eligibility for ENGL 100 or ESL 100 and presently working with children.

This course presents an overview of knowledge and skills related to planning and implementing developmentally and culturally appropriate curriculum and environments for young children ages 0 to 8. It examines the teacher’s role in promoting practices that support learning and development with an emphasis on the essential role of play. Students will study the overview of content areas including but not limited to: language and literacy, social and emotional learning, sensory learning, art and creativity, math and science, and using the environment as a foundation for curriculum. California Preschool Learning Foundations and Framework are incorporated. This course is required for the Child Development Teacher Certificate and the Child Development Major (AA). (CSU. CID:ECE 130)

CHLD 95 Developing Social Competence in the Early Childhood Years
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of CHLD 10 and CHLD 90.1.

This course will focus on healthy social and emotional development of young children as the foundation for early learning. This course is designed to provide early childhood educators, parents, and others with the skills and information necessary for fostering children’s social competence in the early childhood years. Students will acquire strategies to promote children’s social and emotional development and use methodology to address challenging behaviors and mental health needs. (CSU)

CHLD 96 Working Through Stress and Loss With Children and Families
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.

This course focuses on family stress and the effects for children and their families. It is designed to enhance the ability of parents, childcare providers, teachers, and other professionals to understand and support children and their families through difficult challenges and transitions. Topics include: fostering resilience, adoption and foster care; variations in family structure; incarceration, separation, divorce, re-marriage and step-parenting; illness (physical and mental) and death; child maltreatment, exposure to domestic violence and substance abuse; gender identity and sexuality; bullying, bias and discrimination; children with special needs. (CSU)

CHLD 110.1 Developmental Trends of Children Under 3
(Formally CHLD 110.1) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

Growth and development (physical, cognitive, social and emotional) of children from prenatal period to 36 months of age. Emphasis on practical applications and the adult role in supporting optimal growth in a variety of contexts. Child observations are required.

CHLD 110.2 Developmental Trends in the Child Age 3-5 Years
(Formally CHLD 110.2) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

Growth and development (physical, cognitive, social and emotional) of the 3, 4, and 5-year-old
Courses:  Child Development

child. Emphasis on practical application and the adult role in supporting optimal growth in a variety of contexts. Child observations are required.

CHLD 110.4 Developmental Trends in Adolescents  
(Formerly CHLD 110.4) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.  
This course covers the physical, cognitive, social and emotional growth and development of the adolescent. Emphasis will be placed on practical application of developmental theory and the adult role in supporting optimal growth in a variety of contexts. Observations and/or interviews are required.

CHLD 111A Group Care For Children Under Three 
(Formerly CHLD 111A) 3 Units/3 hours lecture. Grade or P/NP.  
Students will learn how responsive, relationship-based care impacts curriculum in infant-toddler group settings. Students will examine essential policies, principles, and practices that lead to quality care and developmentally appropriate curriculum for children birth to 36 months. This course includes how to choose materials, arrange environments, and create curriculum to meet each child’s individual and family needs. Elements of this class are based on the Program for Infant Toddler Care.

CHLD 120 Touchpoints Child Development Model for Parents & Caregivers  
1 Unit/1 hour lecture. Grade or P/NP.  
T. Berry Brazelton’s Touchpoints model offers early childhood providers and other professionals tools to support children’s development by building supportive alliances with families. Students will gain an understanding of Touchpoints principles in order to apply these concepts to assist caregivers in anticipating, understanding, and responding to children’s behavior. Relationship building skills and interview techniques are practiced.

CHLD 150 Exploring the Natural World with Young Children  
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.  
This course will focus on outdoor education for young children, using local resources to develop teachers’ skill at facilitating learning and discovery in natural environments. Class will include field trips to local nature preserves.

CHLD 160.1 Beginning Early Childhood Practicum 
(Formerly CHLD 60.1) 1 Unit/3 hours laboratory. Grade Only. Pre-requisite: Course Completion of CHLD 10. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Health or Safety. Students enrolling in Child 160.1 must have a clear TB test and a health screening report (as per CA Title 22 Section 101216(g)), plus any immunizations required by Community Care Licensing for volunteers in a Child Care center. This course is designed to give students an initial, practical experience with young children in an early childhood classroom. Students will have the opportunity to explore the teacher’s role through observation, interactions with children and staff, and participation in classroom activities. Emphasis for this course will be on child observation and teacher-child interactions.

CHLD 185.1 Creative Indoor Environments for Young Children  
(Formerly CHLD 85.1) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.  
This course examines the creation of appropriate and creative indoor learning environments for caregivers and teachers working with infants through preschool-age children. Students will review techniques and strategies for the development of environments that enhance learning and prosocial behaviors for young children. Principles of planning, assessment, and design for home and center based environments will be explored and applied.

CHLD 185.2 Creative Outdoor Environments for Young Children  
(Formerly CHLD 85.2) 1 Unit/1 hour lecture. Grade or P/NP.  
This course offers an overview of appropriate creative outdoor learning environments for young children, infants through school-age. Planning and assessment methods for designing center and Family Child Care environments will be explored and applied. Environmental factors that enhance learning and prosocial behaviors will be a focus.

CHLD 185.3 Guidance and Discipline Techniques in the Preschool Setting  
(Formerly CHLD 85.3) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.  
This course explores positive, age-appropriate child guidance and discipline approaches based on contemporary research, child development and appropriate regulations for teachers working in a preschool setting. Students review guidance techniques and explore strategies that effectively support the child in managing his/her behavior. Principles of effective communication, child development and behavior, appropriate limits and rules, and problem solving and consequences are discussed.

CHLD 185.4 Guidance and Discipline Techniques in the School Age Setting  
(Formerly CHLD 85.4) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.  
This course explores positive, age-appropriate child guidance and discipline approaches based on contemporary research, child development and appropriate regulations for teachers working in a school-age setting. Students review guidance techniques and explore strategies that effectively support the child in managing his/her behavior. Principles of effective communication, child development and behavior, appropriate limits and rules, and problem solving and consequences are discussed.

CHLD 186 Spanish Language Arts for Young Children  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion of CHLD 10, OR CHLD 110.1 and CHLD 110.2.  
This course provides language arts activities in Spanish for students preparing for occupations in early childhood settings. Music, movement, and literature for children will be explored as a context for learning to effectively communicate with and teach young Spanish-speaking children. This class is taught bilingually in English and Spanish.

CHLD 190.1 Home, School, Community Interrelationships  
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
This course explores the diversity of family systems, sociocultural factors affecting the child’s development and the socializing influences of community. The course emphasizes current issues of interest, with practical application for parents, teachers, and community workers. This course meets the educational requirements for Child Development Permits issued by the State of California Commission on Teacher Credentialing and child care licensing requirements.

CHLD 217.1 Constructive Play I  
1 Unit/1 hour lecture. P/NP Only.  
This course offers an overview of the role of play in supporting cognitive, physical, language, social and emotional development in young children. Observation and planning methods will be explored and analyzed. The use of innovative, non-standard, materials for constructive play will be explored.

CHLD 217.2 Dramatic Play and Games with Rules  
1 Unit/1 hour lecture. Grade or P/NP.  
This course explores theories about the play of young children and how adults support play as children develop. Students will learn to observe and identify elements of dramatic play and games with rules and the significance of this play at different developmental stages. Strategies and methods for supporting play will be investigated.

CHLD 220 Effective Guidance and Discipline  
(Formerly CHLD 220) 2 Units/2 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.  
This course explores practical application of effective discipline tools for guiding the behavior of children from birth through adolescence in family and group settings.

CHLD 254 Working with Parents  
(Formerly CHLD 254) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.  
Investigation of issues, techniques and resources for establishing effective working relationships between providers and parents.

CHLD 711 Pre-Service Foster Parent Training  
0 Unit/1.5 hours lecture. Non-Credit Course.  
Course is required for Sonoma County residents.
CHLD 712 Beginning Independent Living Skills, Part I
0 Unit/1.5 hours lecture. Non-Credit Course.
Introduction to Independent Living Planning with a focus on daily living skills, educational goal setting and planning. Includes in-class completion of college application and registration materials, role-playing conflict resolution and problem solving, discussion of personal rights and responsibilities, identifying deficits in individual educational records, and developing personal and educational goals. Exempt From Repeat Provisions

CHLD 713 Advanced Independent Living Skills, Part I
0 Unit/1.5 hours lecture. Non-Credit Course.
Introduction to Independent Living Skills with a focus on daily living skills, educational goal setting and planning. Includes in-class completion of college application and registration materials, role-playing conflict resolution and problem solving, discussion of personal rights and responsibilities, identifying deficits in individual educational records, and developing personal and educational goals. Exempt From Repeat Provisions

CHLD 714 Beginning Independent Living Skills Part II
0 Unit/1.5 hours lecture. Non-Credit Course.
Beginning Independent Living Skills Part II course is for Foster-Kinship youth that focuses in more depth on daily living, problem solving skills, and educational goal setting and planning. Includes in-class registration and completion of BOG [Board of Governor] fee waivers, role playing conflict resolution and problem solving, using examples provided by students, discussions of personal rights and responsibilities as an adult, and developing personal and educational action plans. Exempt From Repeat Provisions

CHLD 715 Advanced Independent Living Skills Part II
0 Unit/1.5 hours lecture. Non-Credit Course.
Advanced Independent Living Skills focuses on vocational goal setting and financial literacy in more depth. Includes researching community and college resources such as financial aid, EOPS (Economic Opportunity Program Service), CalWorks, tutorial and placement testing services, counseling, health and housing information services. Students will visit these resources in small groups and report back to the class. Students will practice checkbook balancing, prepare federal and state income tax forms, identify safe financial practices to avoid bad credit or identity theft, and practice job searches and interviewing skills. Exempt From Repeat Provisions

CIVIL & SURVEYING TECHNOLOGY

CEST 85 CAD for Civil, Surveying & Land Development
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion of CEST 51.
Computer-aided design drafting for civil engineering, surveying and land development technicians. Industry standard civil engineering software program will be utilized in this course. Areas covered include input of surveying data for boundary and topography. Creation of a digital terrain model, roadway alignments, earthwork, grading plan, plan view, profile view and cross section drawings as they relate to the civil engineering, surveying and land development profession. Petition is required to repeat the course.(CSU)

CEST 98 Independent Study in Civil and Surveying Technology
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Independent study on a chosen area of civil engineering, surveying or geospatial technology through independent study and research.(CSU)

CEST 99I Civil Engineering Technician
3 Units/1.5 hours lecture. Grade Only. ELIGIBILITY FOR ENGL 100 OR ESL 100. Limits on enrollment: student must complete an interview, placement and verification of employment before intern position must be secured prior to enrollment. Civil Engineering Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning that relates to the students’ educational or occupational goal in Civil Engineering. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in Civil Engineering, and are ready for on-the-job experience in a paid position. Students will acquire new knowledge, skills, and abilities to prepare for a career in their chosen field of Civil Engineering.(CSU) 16 Units Total (WrtEx only)

CEST 192 Non-Technical Skills for the Civil Engineering Technician
1.5 Units/1.5 hours lecture. Grade Only.
An introduction to non-technical skills used by civil engineering and surveying technicians. The course will concentrate on developing an understanding of one’s personal profile; emotional and social intelligences; group collaboration skills; project management skills; individual & group verbal/listening and written communication skills; and job search skills. Students will research technician-level careers in civil engineering and surveying technology.
COLLEGE SKILLS

CSKLS 100 Skills for Medication Administration
(Formerly CSKL 100) 2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Prerequisite: Completion of CSKLS 371; OR CSKLS 368B or higher; OR Qualifying Test Score in Math. Recommended: Eligibility for ENGL 100 or ESL 101.
Instruction in advanced arithmetic skills designed for Health Science students. Prepares students for success in medication administration through advanced skills development with fractions, decimals, and percents. Teaches methods of conversion between metric, household, and apothecary systems. Introduces and develops advanced skills in calculating drug dosages in preparation for safe administration of medications in the health field.

CSKLS 310 Essay Writing Workshop
(Formerly CSM 307) 3 Units/3 hours lecture, 2 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 305.
Intensive, individualized instruction, support, and practice in essay writing. Designed to improve student success in English and content classes. Focuses on development of ideas, structure, style, mechanics, and essay test techniques.

CSKLS311.1 Basic Essay Skills: Narrative and Exemplification
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Completion of CSKLS312.1 or 312.2 or 312.3.
This course provides instruction, support, and practice in basic academic essay writing, focusing on two common academic essay forms, the narrative and the exemplification. Students will learn and apply techniques for generating and organizing ideas, developing a thesis, structuring paragraphs, and using appropriate style and correct mechanics. This course will also help prepare students for essay tests.

CSKLS 312 Writing Skills Development
(Formerly CSKL 366) 3.5 Units/3 hours lecture, 2 hours by arrangement. Grade or P/NP.
Development of writing skills and fluency necessary for academic classes and the workplace. Course covers basic sentence structure, punctuation, grammar, paragraphing, narrative composition, and workplace communication.

CSKLS312.1 Sentence and Paragraph Development
(Formerly CSKL 341.1) 1 Unit/1 hour lecture. 0.75 hour laboratory. Grade or P/NP.
This course covers the basic grammatical construction and punctuation of a variety of sentence types and includes methods for correcting fragment sentences and run-ons. Students will apply concepts to short written compositions.

CSKLS312.2 Punctuation Rules
(Formerly CSKL 341.2) 1 Unit/1 hour lecture. 0.75 hour laboratory. Grade or P/NP.
This course covers the basic punctuation rules for commas, semicolons, apostrophes, and quotations. Students will incorporate the rules in short written compositions.

CSKLS312.3 Writing Style and Organization
(Formerly CSKL 341.3) 1.5 Units/1.5 hours lecture for 6 weeks. Grade or P/NP.
This course covers the basic grammar, style, and organization needed for clear sentences and coherent paragraphs. Students will apply skills to short written compositions.

CSKLS 313 Foundations of College Reading and Writing
(Formerly CSKL 350E) 7 Units/6 hours lecture, 3 hours by arrangement. Grade or P/NP. Prerequisite: Qualifying English Placement Test score, OR Completion of CSKLS 312 or CSKLS 318.
This course provides instruction in reading and writing skills and strategies in preparation for the next course of the English Pathway and other college courses at that level.

CSKLS 318 Introduction to Reading and Writing
7 Units/6 hours lecture, 3 hours by arrangement. Grade or P/NP. Introductory developmental reading and writing course offering skill-building lessons and computer-based exercises to increase reading comprehension and writing competency. Entry level course to the CSKLS/English pathway.

CSKLS 332 Test-Taking Strategies
1-3 Units/Up to 3 hours lecture. Grade or P/NP.
Instruction and practice in test-taking strategies and test anxiety management. Includes developing a positive attitude, identifying and correcting cognitive distortions, and using relaxation techniques; memory techniques; critical thinking skills; expository writing skills; and study skills essential to test preparation, such as note-taking, organization, time management, and reading comprehension strategies.

CSKLS 334 How to Take an Online Class
(Formerly CSKL 360) 0.5 Unit/1.5 hours by arrangement. Grade or P/NP.
Introduces the basic knowledge and skills needed to take an online class. Course includes computer operations and terminology, online class components, email applications, time management, and ways to communicate online with students and instructors. A one-to-two-hour face-to-face mandatory orientation is held, usually the first day of class.

CSKLS367.1 Basic Math Review 1
1 Unit/3 hours laboratory. P/NP Only.
Guided independent study of topics ranging from basic arithmetic through pre-algebra using diagnostic-based software to allow students to progress from their current levels of competency. Students can build math skills in specific areas to prepare for desired math courses, occupational requirements, and math placement tests.

CSKLS367.2 Basic Math Review 2
1 Unit/3 hours laboratory. P/NP Only. Recommended: Completion of CSKLS 367.1 or 367A or equivalent.
Students will continue a guided independent study of topics ranging from advanced arithmetic through beginning algebra, as determined by instructor and diagnostic-based software. Students will build math skills in specific areas to prepare for desired math course, occupational requirements, and math placement tests.

CSKLS 368A General Arithmetic, Part 1
2 Units/2 hours lecture, 1 hour laboratory. Grade or P/NP.
This course covers addition, subtraction, multiplication, and division of whole numbers, fractions, and decimals. Includes application of arithmetic skills for problem-solving, interpretation of word problems, graphs, charts, and tables. Computer-assisted lab assignments reinforce lecture.

CSKLS 368B General Arithmetic, Part 2
2 Units/2 hours lecture, 1 hour laboratory. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in CSKLS 368A.
This course covers ratio and proportion, percentage, and measurement. Includes application of arithmetic skills for problem-solving, as well as methods for interpreting word problems, graphs, charts, and tables. Computer-assisted lab assignments reinforce the lecture.

CSKLS 371 General Arithmetic
(Formerly CSKL 371) 3.5 Units/3 hours lecture, 2 hours laboratory. Grade or P/NP. Recommended: Basic arithmetic skills of addition, subtraction, multiplication and division of whole numbers...
Addition, subtraction, multiplication and division operations as applied to whole numbers, fractions, decimal fractions, percentage, use of calculators, and measurement using English and metric systems. Problem-solving, estimation, using graphs, charts and tables. Regularly scheduled computer-assisted lab assignments reinforce the lecture.

CSKLS 372 Pre-Algebra
3.5 Units/3 hours lecture, 2 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of CSKLS 371 or CSKLS 368B or Higher (V-1); OR Qualifying score on Math placement test.
This course covers operations with signed numbers, rules of powers and square roots applied to real numbers, using simplified, evaluated and scientific notation; geometric formulas to solve perimeters, areas, and volumes of figures; and algebraic expressions and linear equations. Emphasis is placed on critical thinking and demonstrating strategies as well as finding solutions. Regularly scheduled computer-assisted lab assignments reinforce or supplement lecture topics.

CSKLS 731 Basic Academic Skills and GED Preparation I
0 Unit/20 hours by arrangement. Non-Credit Course.
Instruction and individualized learning plans are provided for preparation for the GED and other High School Equivalency tests. Course also provides academic skills development in preparation for math and English placement tests; credit Math
and English Pathway classes; Career Technical Education (CTE) classes; and Basic Academic Skills Certificate of Completion. First level course covers math computation, reading comprehension, sentence and paragraph skills, and basic computer skills, as determined through initial assessment. Exempt From Repeat Provisions

CSKLS 732 Basic Academic Skills and GED Preparation II
0 Unit/20 hours by arrangement. Non-Credit Course. Recommended: CSKLS 731.
Instruction and individualized learning plans are provided for second level of preparation for the GED and other High School Equivalency tests. Course also provides academic skills development in preparation for math and English placement tests; credit Math and English Pathway classes; Career Technical Education (CTE) classes; and Basic Academic Skills Certificate of Completion. Course covers pre-algebra math; reading skills applied to science, social studies, and other nonfiction selections; paragraph writing in response to reading selections; and basic word processing skills.  Exempt From Repeat Provisions

CSKLS 733 Basic Academic Skills and GED Preparation III
0 Unit/20 hours by arrangement. Non-Credit Course. Recommended: CSKLS 732.
Instruction and individualized learning plans are provided for final level of preparation for the GED and other High School Equivalency tests. Course also provides academic skills development in preparation for math and English placement tests; credit Math and English Pathway classes; and Career Technical Education (CTE) classes. Course covers beginning algebra and geometry; advanced reading skills applied to science, social studies, and nonfiction selections; short essay and extended-response writing analyzing original source readings; word processing skills appropriate for GED online tests. Successful completion of course leads to GED-level academic skills and Certificate of Completion in Basic Academic Skills.  Exempt From Repeat Provisions

CSKLS 760 Classroom Communication and Leadership Skills Training
(Formerly CSKL 760) 0 Unit/3 hours laboratory. Non-Credit Course. Through this course, students will systematically increase the awareness, responsibility, self-confidence, and communication skills necessary to become effective leaders in their schools and communities. The principal learning/teaching mode is verbal interaction through small and larger discussions and a variety of cooperative activities. Exempt From Repeat Provisions

CSKLS 770 Supervised Tutoring
(Formerly CSKLS 770) 0 Unit/20 hours by arrangement. Non-Credit Course. Supplemental tutoring, individual or small group, for skill-building in a variety of academic subject areas, focusing on specific learning needs in math, reading, and writing, as recommended by the referring course instructor or counselor.  Exempt From Repeat Provisions

COMMUNICATION STUDIES

COMM 5 Group Discussion and Problem Solving
3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of ENGL 100 OR Course Completion of ESL 100. Experiential study of small-group discussion, including problem solving, conflict resolution, group roles, leadership styles, interest-based negotiating and cultural diversity. (CSU, UC) C-ID: COMM 140
AA/AS area B; CSU area E

COMM 6 Interpersonal Communication
(Formerly COMM 66) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. Explores through theory and practice the ways people communicate one-on-one and in informal situations. Studies awareness of perception, development of self-concept, self-disclosure, listening, relationships, language and conflict through verbal and nonverbal communication. Builds communication skills through experiential activities. (CSU, UC) C-ID: COMM 130
AA/AS area B; CSU area E

COMM 7 Intercultural Communication
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. This survey course introduces students to the influence of culture on identity, perception, social organization, language, and verbal and nonverbal messages in intercultural experiences in the United States. The course examines variations and commonalities in communication patterns across cultures. (CSU, UC) C-ID: COMM 150
AA/AS area D; CSU area D; IGETC area 4

COMM 10 Introduction to Communication Studies
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. An introduction to the theory of human communication. (CSU, UC) C-ID: COMM 180
AA/AS area D; CSU area D; IGETC area 4

COMM 49 Independent Study in Communication Studies
1 Unit/3 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Special projects by arrangement to provide for independent study and enriched academic experience in Communication Studies. (CSU, UC)

COMM 98 Independent Study in Communication Studies
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience in Communication Studies. (CSU)

COMMUNITY HEALTH WORKER

CHW 150 Introduction to Community Health Work
(Formerly CHW 50) 1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. This course is designed to give an overview of the SRJC Community Health Worker (CHW) program, the roles of CHWs, and the philosophy of community health work. It will focus on core competencies for CHWs, evolution of the CHW field in the United States, CHWs and public health, and promoting health equality. A field trip to a community agency, and four hours of community volunteer work with a health agency will also be part of the course.

CHW 151 Outreach Techniques and Strategies
(Formerly CHW 51) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in CHW 150. Recommended: Eligibility for ENGL 1A or equivalent. This course will provide core competencies for Community Health Workers (CHWs) to become compassionate providers to people of all backgrounds. Focus will include improving CHW cultural effectiveness, increasing ethical and self-awareness, identifying CHW scope of practice, promoting health behavior change, conducting client interviews, managing cases, and preparing for home visiting.

CHW 151L Outreach Experience
(Formerly CHW 51L) 3 Units/3 hours lecture. 7.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in CHW 151. Recommended: Eligibility for ENGL 1A or equivalent. Community Health Worker (CHW) students meet eight times during the semester for an hour-long seminar with their instructor, and spend at least 7.5 hours a week (total 120 hours) in supervised outreach activities in a Sonoma County health-related agency, organization, health center or program and the community it serves, practicing skills learned in Outreach Techniques and Strategies, CHW 151.

CHW 152 Health Issues and Resources
(Formerly CHW 52B) 3 Units/3 hours lecture. Grade Only. Prerequisite: Concurrent Enrollment in CHW 152L and CHW 153. Recommended: Eligibility for ENGL 1A or equivalent. Community Health Worker (CHW) students will examine health issues and identify community resources for vulnerable populations in Sonoma County. They will also improve skills in conflict resolution, health outreach, community assessments, community organizing, and CHW self-care.

CHW 152L Team Outreach Experience
(Formerly CHW 52BL) 3 Units/3 hours lecture. 7.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in CHW 152L and CHW 153. Recommended: Eligibility for ENGL 1A or equivalent. Community Health Worker (CHW) students meet eight times during the semester for an hour-long seminar with the instructor and spend 7.5 hours
Courses: Community Involvement

CI 53 Community Involvement Related to Environmental Studies
0.5-3 Units/Up to 9 hours by arrangement. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete and informational meeting with instructor, understand requirements for placement, confirm knowledge of work-based learning objectives, and secure volunteer placement prior to enrollment.

A self-directed student volunteer program designed to facilitate experiential learning and service in the environmental community. Students work 50 hours per unit per semester for 0.5 to 3 units of credit at a variety of placements including regional parks, environmental organizations, wildlife agencies, wilderness centers, nature preserves and fish hatcheries. Volunteer activities may include restoring wildlife habitat; tree planting; rescuing, rehabilitating and caring for wildlife; caring for hiking trails; and other environmental projects.(CSU.)

CI 54 Community Involvement Related to Health Care
0.5-3 Units/Up to 9 hours by arrangement. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete and informational meeting with instructor, understand requirements for placement, confirm knowledge of work-based learning objectives, and secure volunteer placement prior to enrollment.

A self-directed student volunteer program designed to facilitate experiential learning and service in the health care community. Students work 50 hours per unit per semester for 0.5 to 3 units of credit at a variety of health care placements including: hospitals, clinics, convalescent hospitals, home health care. Volunteer activities may include: observing/ assisting in a health care institution in the fields of nursing, radiology, physical therapy, or pre-med in an approved volunteer position.(CSU.)

COMPUTER STUDIES

CS 5 Computer Literacy
(Formerly CIS 5) 3 Units/3 hours lecture, 1 hour laboratory. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100. Designed for the transfer student and/or the person wanting a broad knowledge of computer concepts. No previous experience with computers is required or assumed. This course presents an overview of computers in our world today, how they work, how they are used and their impact on society. Students will be introduced to the Internet and World Wide Web, basic programming concepts and productivity software including word processing, spreadsheet, presentation and database software.(CSU;UC) AA/AS area B

CS 10 Introduction to Computer Programming
(Formerly CIS 10) 4 Units/4 hours lecture, 1 hour laboratory. Grade or P/NP. Prerequisite: Completion of MATH 155 or higher (V2). Recommended: Eligibility for ENGL 1A or equivalent. Specification, design, implementation, testing, debugging, maintenance, and documentation of computer programs. Topics include algorithms, languages, software engineering, control structures, functions, data abstraction using classes, and arrays. Numerous programs are written in C++. Intended for both computer science majors and for those seeking a general introduction to computer programming.(CSU;UC. C-ID:COMP 122)

CS 11 Data Structures and Algorithms
(Formerly CIS 11) 4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 10. Recommended: Eligibility for ENGL 1A or equivalent. Continued study of computer programming including specification and implementation of data structures, and analysis of associated algorithms. Topics include: abstract data types, dynamic memory, templated functions and classes, iterators, exception handling, linked lists, stacks, queues, recursion, trees, searching, sorting, and inheritance. Several significant programming projects are written in C++(CSU;UC. C-ID:COMP 132)

CS 12 Assembly Language Programming
(Formerly CIS 22) 4 Units/4 hours lecture. Grade Only. Prerequisite: Course Completion of CS 10. Introductory computer architecture and techniques of assembly language programming as they apply to the Intel family of microprocessors. Topics include theory and concepts of virtual memory, pipelines, caches, and multitasking. IA-32 hardware architecture (bus, memory, stack, I/O, interrupts), design of structured assembly language code, use of software interrupts, survey arithmetic notations (binary, hexadecimal, floating-point, binary-coded decimal), input/output, and disk processing concepts.(CSU;UC. C-ID:COMP 142)

CS 17.11 Java Programming
(Formerly CIS 17) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CS 10. Recommended: Eligibility for ENGL 100 or ESL 100. Intended for students with previous programming experience. Topics include: Object-oriented programming principles, Java language constructs, the JDK (Java Developer's Kit), class libraries, Web Services, GUI (Graphical User Interface) development, applications, Java interface to databases.(CSU;UC.)

CS 19.21B Advanced C# Programming
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CS 10. Recommended: Eligibility for ENGL 100 or ESL 100. This is a C# programming course for the person who has prior programming experience but has not worked with C#. Students will prepare 6 – 12 reasonably complex programs and work with object oriented programming and features of the .Net framework class libraries. This course is taught using the current version of Visual C# from Microsoft.(CSU;UC.)

CS 49 Independent Study in Computer Studies
(Formerly CS 49) 1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Special projects by arrangement to provide for...
independent study and an enriched academic experience for continuing and advanced students. UC determines credit after transfer; not counted for admission. (See a counselor for details)(CSU.U.)

**CS 50A Web Development 1**

3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of CS 5 OR CS 101A OR CS 105A and Course Eligibility for ENGL 1A.

This course is intended for the beginning student who will learn how to build a simple website using HTML and CSS. Topics include: font formatting, navigation, images, layout, semantic elements, tables and forms.(CSU)

**CS 50B Web Development 2**

(Formerly CS 50.11C) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 50A OR CS 50.11B. Recommended: Eligibility for ENGL 1A or equivalent.

Combines hand-coded exercises in CSS code with Bootstrap, a front-end development tool. Students will expand their CSS skills as they format text, display images, layout pages, and create navigational systems. Bootstrap will provide the basis for an e-folio that is customized with hand coding.(CSU)

**CS 50C Web Development 3**

(Formerly CS 50.12) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 50B. Recommended: Eligibility for ENGL 1A or equivalent.

Students will use HTML, CSS, & JavaScript to produce powerful interactive web content. Topics include semantic elements, forms, canvas, audio, video, geolocation. Students will create responsive websites using a grid-based Bootstrap framework. (CSU)

**CS 50.21 Web Design 1**

3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 50B. Recommended: Eligibility for ENGL 1A or equivalent.

Create engaging, user-friendly websites to market goods, services, and people. This web design course addresses image treatment and inter-activity, user interface, responsive design, wire-framing, visual mock-ups and logo design. Bootstrap, Wordpress and hand coding in HTML, CSS and JavaScript tools are used to produce dynamic sites for an e-folio.(CSU)

**CS 50.31 Web Content Development**

(Formerly CS 58.54) 4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 50B. Recommended: Eligibility for ENGL 100 or ESL 100.

A practical hands-on course where students are part of a team producing a digital media project for a client. Topics include: planning and producing a project, modifying proposal templates, bidding a job, storyboard and timeline creation, content development, communication strategies, effective teamwork, client relations, production techniques, promotion strategies, and maintenance. Web authoring and maintenance tools will be explored. Students will work in teams to develop or modify a website for a customer to be provided by their instructor.(CSU)

**CS 50.32 Web and Digital Media Projects**

(Formerly CS 58.55) 4 Units/4 hours lecture. Grade/Only Prerequisite: (For Web Graphic Designer) Course Completion of Current Enrollment in CS 50C and Course Completion of CS 50.21; OR (For Web Programmer) Course Completion of Current Enrollment in CS 50C and Course Completion of CS 55.11 and 81.21; OR (For Digital Filmmaking) Course Completion of CS 74.11 and MEDIA 20 and CS 74.21B; OR (For Digital Audio) Course Completion of CS 74.11 and MUSC 60B and MUSC 51B; OR (For Interactive Multimedia Design) Course Completion of Current Enrollment in CS 50C and Course Completion of CS 55.11 and CS 74.21B and CS 74.31A.

This advanced project management course guides teams of digital filmmakers, digital audio producers, web graphic designers, web programmers and interactive multimedia designers, through the process of developing an interactive digital media project for local clients. Topics include: Writing a proposal, bidding a job, storyboard and timeline creation, content development, effective teamwork, communication skills, production techniques, client relations, project delivery and maintenance. Students will work in teams to develop a digital media project for a client provided by the instructor. This course is the capstone experience for Digital Filmmaking, Digital Audio, Web Graphic Designer, Web Programmer and Interactive Multimedia Design certificate programs.(CSU)

**CS 55.11 Programming Webpages with JavaScript, jQuery and AJAX**

(Formerly CS 55.13) 3 Units/3 hours lecture. Grade/Only Prerequisite: Course Completion of CS 50.11B OR Course Completion of CS 50A. Recommended: Eligibility for ENGL 100 or ESL 100.

JavaScript is a cross-platform, object-based scripting language. This course provides a solid foundation in JavaScript and shows students how to create scripts and incorporate them into webpages. Projects include writing JavaScript and jQuery programs that manage dynamic content and webpage elements such as image slideshows; menus, tabs and panels; form controls and dialogues. Students will also create data-driven web elements using AJAX and API interfaces to web services such as maps and social media.(CSU)

**CS 55.13 PHP Programming**

(Formerly CS 58.41) 1.5 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 50.11B OR Course Completion of CS 50A. Recommended: Eligibility for ENGL 100 or ESL 100.

This class will introduce the student to the Open Source, server side scripting language PHP. Students will create a PHP project that integrates database, password protection and cookie processing that can be applied to web applications such as shopping carts, auction sites, and portal web sites.(CSU)

**CS 57.11 Introduction to Social Media**

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

Social Media enables individuals to create, collaborate, and share information with others. Students will explore the possibilities and limitations of social media and will have hands-on experience with several forms of social media technology, such as Facebook, Twitter, blogs, and wikis. Those who complete this course will know how to use social media productively and have a framework for understanding and evaluating new tools and platforms.(CSU)

**CS 60.11A Microsoft Word, Part 1**

(Formerly BGT 73.12A) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Completion of BGN 101 or knowledge of the keyboard and ability to type by touch. Eligibility for ENGL 100 or ESL 100.

This course emphasizes preparation of accurately formatted Microsoft Word documents and flyers. Features include character, paragraph, and page formatting; proofreading tools; tables; bulleted and numbered lists; page numbering; graphics; and managing files.(CSU)

**CS 60.11B Microsoft Word, Part 2**

(Formerly BGT 73.12B) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in CS 60.11A. Recommended: Completion of BGN 101 or knowledge of the keyboard and ability to type by touch.

This course is designed to increase productivity in Microsoft Word by using advanced features and formats.(CSU)

**CS 61.11 Microsoft Excel**

(Formerly CS 61.11) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

An introduction to the use of Microsoft Excel software. Topics covered include the Excel user interface, creation of simple and advanced formulas and functions, chart creation, linked and 3D formulas, Excel’s database commands, what if analysis, pivot table and pivot charts and an introduction to macros and visual basic for applications (VBA).(CSU)

**CS 61.11A Microsoft Excel, Part 1**

(Formerly BGT 73.13A) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

This course emphasizes creating, editing, formatting and printing Excel worksheets, workbooks, charts and web pages, using functions and formulas, and worksheet analysis.(CSU)

**CS 61.11B Microsoft Excel, Part 2**

(Formerly BGT 73.13B) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in CS 61.11A. This course uses advanced Excel tools such as macros and Visual Basic for Applications (VBA), Solver, Scenarios, Pivot Tables and Pivot Charts, and Templates to work with large and multi-sheet workbooks.(CSU)

**CS 62.11A Microsoft PowerPoint, Part 1**

1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

This course emphasizes the creation of slide presentations by adding visual elements, applying textual formatting, and working with graphics and slide customization.(CSU)
CS 62.11B Microsoft PowerPoint, Part 2
(Formerly BOT 73.15B) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course emphasizes the creation of interactive PowerPoint presentations, using text and objects, adding, formatting, and modifying pictures, charts and tables, and saving PowerPoint presentations in a variety of formats and delivery methods.(CSU)

CS 63.11 Microsoft Access (Formerly CS 69.31) 3 Units/3 hours lecture. Grade or P/NP. Eligibility for ENGL 100 or ESL 100.
An introduction to Microsoft Access emphasizing its use as a general purpose relational database management system. Topics include how to design, create, update, modify, select, and report from a database using the Access objects: tables, queries, forms, and reports.(CSU)

CS 63.11A Microsoft Access, Part 1 (Formerly CS 73.14A) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Learn to use Windows database management software package, Microsoft Access, with a hands-on introduction to database administrative tasks: data input, storage, retrieval, editing and reporting.(CSU)

CS 63.11B Microsoft Access, Part 2 (Formerly CS 73.14B) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
An advanced database course for the student who wants to become proficient in database management software. Students will perform advanced administrative tasks using Microsoft Access for business and personal data-handling tasks; emphasis relational and multiple database design, advanced storage, retrieval, queries, reporting, Structured Query Language (SQL), and Visual Basic for Access.(CSU)

CS 65.11 Microsoft Office (Formerly CS 74.11) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100; AND Course Completion of CS 5 or CS 101A or CS 105A.
An introductory course using programs contained in the Microsoft Office Suite. Using Word, students will create and format documents including inserting graphics and mail merging. Using Access, students will create databases and manipulate data with queries and display data with forms and reports. Using Excel, students will create spreadsheets with basic formulas and functions and prepare charts to display the spreadsheet data. Using PowerPoint, basic presentations will be made. Students will also exchange data between programs.(CSU)

CS 70.11A Adobe Photoshop 1 (Formerly CS 73.21) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 AND Course Completion of CS 101A OR CS 105A OR CS 110A.
This course covers the beginning skills of image production and manipulation, using the industry-standard Adobe Photoshop to work with digital images for both Web and print use.(CSU)

CS 70.11B Adobe Photoshop 2 (Formerly CS 73.22) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of CS 70.11A.
Adobe Photoshop topics covered in this class include: layer, channel and mask manipulation; image repair and adjustment; vector graphics and type; actions; and filters.(CSU)

CS 70.12 Photoshop Advanced Concepts (Formerly CS 73.23) 4 Units/4 hours lecture. Grade or P/NP. Recommended: Course Completion of CS 70.11B.
A detailed study of Photoshop’s advanced features. Successful completion of this course and CS 70.13 prepares students for the Adobe Photoshop Certified Expert exam. CS 70.12 and CS 70.13 do not need to be taken in sequence.(CSU)

CS 70.13 Image Correction and Restoration with Adobe Photoshop (Formerly CS 73.24) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of CS 70.11B.
Designed for the Photoshop-experienced user, this course focuses on the tools and techniques used to effectively scan images, restore photographs, correct image tone and color, and optimize the quality of onscreen and printed materials.(CSU)

CS 71.11 Adobe Illustrator 1 (Formerly CS 73.41A) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of CS 5 or CS 101A or CS 105A.
This course covers the popular graphics software program Adobe Illustrator. Topics include the creation, modification and formatting of vector objects and type, importing/exporting graphics, live effects, and other Illustrator tools.(CSU)

CS 72.11A Adobe InDesign 1 (Formerly CS 73.41A) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of CS 101A.
An introduction to desktop publishing using Adobe InDesign. Students will create graphically rich layouts with formatted text to create fliers, brochures, and newsletters for print and PDF.(CSU)

CS 72.11B Adobe InDesign 2 (Formerly CS 73.41B) 4 Units/4 hours lecture. Grade or P/NP. Recommended: Course Completion of CS 72.11A.
Advanced techniques in layout, text formatting, and frames are applied to books, tables, booklets, and Portable Document Format (PDF) files.(CSU)

CS 74.11 Introduction to Digital Media (Formerly CS 73.11A) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
An introduction to digital media that provides an essential foundation for the student interested in learning interactive media and web design programs in addition to video and serious game design. Using industry standard image editing, web design, animation and presentation software, students will display a digital media portfolio on a website that they design. The portfolio will include text, graphics, logos, animation, video, and audio.(CSU)

CS 74.21A Digital Video Post Production Techniques 1 (Formerly CS 74.11A) 1.5 Units/1.5 hours lecture. Grade or P/NP. Eligibility for ENGL 100 or ESL 100; AND Course Completion of CS 101A OR CS 105A.
This introductory class will teach video post-production fundamentals using prosumer-level NLE (Non-Linear Editing) digital video software. Lessons include an intro to: mixing, TRT, timelines, sequences, time code, bins, effects, titles, transitions, aspect ratios, project asset management, project files and exported movie files, basic camera techniques, white balance, audio for video, zebras, lighting, and how to purchase a camera. Demonstration of knowledge of these concepts will culminate in a short video that displays the application of these techniques. Students are not required to film or have access to a camera for this class.(CSU)

CS 74.21B Digital Video Post Production Techniques 2 (Formerly CS 74.11B) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Course Completion CS 74.21A OR CS 74.11.
This course focuses on intermediate level features of professional NLE (Non-Linear Editing) video post-production software. Students will explore editing and special effects techniques which include: working with multiple sequences, key frame animations, creating, modifying and saving effects, transitions and titles, green screen masking, basic compositing, J & L audio cuts and authoring a Flash DVD (Digital Video Disc) using Adobe Encore. Students will create a final edited video project utilizing these skills.(CSU)

CS 74.21C Digital Video Post Production Techniques 3 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 74.21B: Recommended: Eligibility for ENGL 100 or ESL 100. This advanced class will teach industry quality, non-linear video editing and post-production techniques. Students will work with professional visual effects software to apply 3D (three-dimensional) animations and high-level visual effects to their video projects, and use production and image editing software to author professional quality DVDs (Digital Video Discs).(CSU)
CS 74.21D Digital Video Post Production Techniques 4
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 74.21B.
This advanced class will teach professional motion graphics, advanced visual effects, 3D (three-dimensional) text and character animations, and composting (layering) of video and animated graphics. Students will use Adobe After Effects and other Adobe Creative Suite digital video and audio tools to produce videos and animation projects for playback on TV, DVDs and the Web. (CSU)

CS 74.31A Multimedia Content Creation
(formerly CS 75.31A) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of CS 70.11A.
An introduction to the concepts, use, creation and implementation of multimedia content and animations on websites and mobile devices. Students will use various industry standard applications to create animated, interactive content for the web and mobile devices. (CSU)

CS 74.41A Game Design 1
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of CS 74.11.
This course will introduce students to the basics of game design and theory using analysis, research, critiques and projects. Students will learn about the game industry and what is required to develop a video game through assignments that simulate employment by a game developer. Students will design, model, animate, script and compile to a level file. (CSU)

CS 74.41B Game Design 2
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 74.41A.
This course will guide the students through the development process of creating a video game with emphasis on team work. Industry software and techniques will be used by the students to design, storyboard, model, animate, script and publish a 3D video game. Students will work in teams with assigned tasks to develop a multi-level game including compelling story and cut-scenes. This game will be compiled to a level file. (CSU)

CS 74.42A Game Development 1
3 Units/3 hours lecture. Grade or P/NP. Recommended: Course completion of CS 74.10A and/or programming experience.
An introduction to game development for students interested in the technical aspects of making video games. This course provides the technical and mathematical background to develop a 2D arcade game using JavaScript and HTML 5, with brief introduction to other high-level languages and their applicability to game development. During the course, students will be introduced to modern game platforms, and the effect of their differences, evolution, and limitations, on game programming. In addition, students will learn the rudiments of game design and the common work flow practices within the industry. (CSU)

CS 74.42B Game Development 2
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 74.42A. Recommended: Eligibility for ENGL 100 or ESL 100.
A survey of fundamental game development techniques. The basics of artificial intelligence, animation, 2D and 3D real-time rendering, and collision detection/response are covered through the development of a game engine written in JavaScript. Students in this class will collaborate to develop games using a realistic industry workflow, from conception through completion. This course also addresses professional issues, such as creating resumes and portfolios, technical interviews, and finding engineering jobs within the games industry. (CSU)

CS 78.1 Introduction to 3D
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 70.11A. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will introduce students to the basics of working in a 3D environment, including scanning, editing and printing 3D objects. Through lectures, demonstrations, and hands-on lab exercises, students learn the fundamentals of 3D and apply the learned concepts to modify and create 3D models. (CSU)

CS 80.11 Exploring Microsoft Windows
(formerly CS 50.91) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 101B or CS 109B or CS 6. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduces the student to the basics of working with Microsoft Windows. Topics covered will include: defining a Graphical User Interface (GUI), installing Windows, the Windows desktop, My Computer, Windows Explorer, using Windows applications, and using DOS (Disk Operating System) applications under Windows. (CSU)

CS 80.15 IT Essentials 1: PC Hardware and Software
4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Information Technology (IT) Essentials curriculum provides an introduction to the computer hardware and software skills needed to help meet the growing demand for entry-level Information Communication Technology (ICT) professionals. The curriculum covers the fundamentals of computer hardware and software as well as advanced concepts such as security, networking, and the responsibilities of an ICT professional. The IT Essentials (ITE) curriculum emphasizes practical experience to help students develop fundamental computer and career skills. ITE helps students prepare for entry-level career opportunities in ICT and the CompTIA A+ certification. The course also provides a learning pathway to Cisco Certified Network Associate (CCNA). (CSU)

CS 80.23 Introduction to Servers
3 Units/3 hours lecture. Grade or P/NP.
This course will prepare students for the current CompTIA (Computing Technology Industry Association) Server+ certification exam. It is designed to give students advanced-level technical competency of server issues and technology, including installation, configuration, upgrading, maintenance, environment, troubleshooting and disaster recovery. (CSU)

CS 81.21 Introduction to UNIX
(formerly CS 50.71) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of CS 80.13.
This course will introduce the student to the basic concepts of the UNIX operating system. Completion of the course will provide a good basic working knowledge of: essential UNIX commands, login and logout sequences, setting passwords, UNIX E-mail, fundamentals of the vi editor; piping and redirection; security and process control, the Kernal, File System, UNIX shell programming, X Windows, and basic system administration. (CSU)

CS 81.22 Introduction to Linux System Administration
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 81.21. Recommended: Eligibility for ENGL 100 or ESL 100.
Designed for serious computer users who wish to expand their knowledge of the Linux operating system to include Linux certification, system administration, network operating systems, and services. This course will introduce the student to the basic concepts of system administration. Completion of the course will provide a basic working knowledge of essential system administration duties: how the operating system works, X windows, managing software and users, disk and system tuning and management of files systems, basic scripting techniques and languages, interpretation of startup scripts, backup procedures, basic network commands, and troubleshooting. (CSU)

CS 81.62 Relational Database Concepts and Structured Query Language
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course introduces relational database concepts, design and administration. Students will learn the syntax and use of Structured Query Language (SQL) and how to install and run a relational database server such as MySQL and how to design relational database for applications. (CSU)

CS 82.21A Network Fundamentals
(Cisco Networking 1)
4 Units/4 hours lecture. Grade or P/NP. Recommended: Completion of CS 80.15 AND CS 81.21 AND Eligibility for ENGL 100 or ESL 100.
This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. It uses the OSI (open systems interconnection) and TCP (transmission control protocol) layered models to examine the nature and roles of protocols and services at the application, network, data link, and physical layers. The principles and structure of IP (internet protocol) addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for the curriculum. Network simulator activities help students analyze protocol and network operation and build small networks in a virtual environment. Students build
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CS 82.21B Routing and Switching Essentials (Cisco Networking 2)
4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Completion of CS 82.21A. Recommended: Eligibility for ENGL 100 or ESL 100.
This course describes the architecture, components, and operations of routers and switches in a small network. Students learn how to configure and troubleshoot routers and switches, resolve common issues with single-area OSPF (Open Shortest Path First), VLANs (Virtual Local Area Networks), and inter-VLAN routing in both IPv4 and IPv6 networks. Routing and Switching Essentials is the second of the four courses leading to the Cisco Certified Network Associate (CCNA) designation. CCNA 2 builds on and expands on the topics learned in Networking Fundamentals (CCNA 1) and prepares the students to take the Cisco Certified Entry Networking Technician (CCENT) test (CSU).

CS 82.55 Principles of Computer Security
(Formerly CS 56.21) 4 Units/4 hours lecture. Grade or P/NP. Recommended: Completion of CS 80.13 and CS 82.21A AND Eligibility for ENGL 100 or ESL 100.
Students will begin learning the essentials of computer security. They will be aware of security objectives and the role of policy deployment while practicing to defend against network attacks. After a review of security trends, concepts, roles and network fundamentals students will learn: cryptography, public key infrastructure, standards and protocols, impact of physical security on computer security, infrastructure security, remote access, wireless and instant messaging, intrusion detection and system baselines. Internet-based curriculum describing a start-up company in which the coverage of CompTIA’s Security+ certification exam and the International Information Systems Security Certification Consortium (ISC)2 System Security Certified Practitioner (SSCP) certification, focuses on best practices, roles, and responsibilities of security experts, is integral to the course (CSU).

CS 82.56 Computer Network Security
4 Units/4 hours lecture. Grade or P/NP. Recommended: Course Completion of CS 82.21A AND Eligibility for ENGL 100 or ESL 100.
An in-depth exploration of the essentials of computer network security. Students will analyze security objectives and the role of policy deployment while they practice defending against network attacks. Students will learn about attacks and malware, E-mail, web components, software development, disaster recovery, risk, change and privilege management, forensics and legal issues. Scenario-based curriculum describing a start-up company in which the students are employed with specific roles, will also be incorporated in the class. Tasks and product deliverables, for the start-up company, which are based on industry standards, augment assignments and exams. Coverage of both CompTIA’s Security+ certification exam and the (ISC)2 SSCP certification, is integral to this course. Students should have a familiarity with network operating systems (CSU).

CS 84.13 IT Support
3 Units/3 hours lecture, 1 hour laboratory. Grade or P/NP.
This course introduces students to the knowledge necessary to support information technology (IT) solutions and users of such systems. Topics include introduction to IT support; resolving service calls, installing and configuring computer hardware, software applications, networks, security, client-server and mobile computing, web applications, multimedia resources, communications systems, and the planning and management of the technology lifecycle (CSU).

CS 84.21 Management Information Systems
(Formerly CS 66) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of CS 5.
An examination of the use of information systems to support the management activities of an organization. Topics include: the fundamentals of hardware, software, database management, data communications, transaction processing systems, decision support systems, information reporting systems, office automation, networks, expert systems, and systems analyses and design. Case studies and several software packages will be utilized to illustrate the principles covered. Required for the computer programmer and the Microcomputer Systems Specialist certificates (CSU. CID: BUS 140)

CS 98 Independent Study in Computer Studies
0.5-3 Units/Up to 9 hours by arrangement. Grade or P/NP. Recommended: Course Completion of CS 24.11 and CS 50.11B. Recommended: Eligibility for ENGL 100 or ESL 100.
0.5-3 Units/Up to 9 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Special projects by arrangement to provide for independent study and an enriched academic experience for continuing and advanced students. (CSU)

CS 991 Computer Studies Occupational Work Experience Intern
(Formerly CS 399) 0.5-8 Units/Up to 34.5 hours by arrangement. Grade or P/NP. Required: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an application; interview; placement and verification of employment because intern position must be secured prior to enrollment.
Computer Studies Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning that relates to the student’s educational or occupational goal in Computer Studies. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position (75 hours per unit). Students will acquire new knowledge, skills, and abilities to prepare for a career in their chosen field of Computer Studies (CSU).

CS 101A Personal Computers for New Users
(Formerly CS 101A) 1 Unit/1 hour lecture, 0.25 hour laboratory. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100.
A first course for the student with little or no computer experience. Students will explore computer basics in lecture and hands-on environment using Windows-based computer systems. Topics include: components of a computer system; basic terminology; use of the mouse, keyboard and Windows interface; beginning file management; word processing to create and print simple documents; accessing the Internet and the World Wide Web and web browsing.

CS 110A Concepts for Beginning Programmers
(Formerly CS 110A) 1.5 Units/1.5 hours lecture for 8 weeks. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
A brief introduction to computer programming concepts. Topics include algorithms, decision structures, repetition structures, and subprograms.

CS 157.12 Mobile Media Design Fundamentals
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of CS 74.11 and CS 50.11B. Recommended: Eligibility for ENGL 100 or ESL 100.
This course introduces core principles and techniques essential to building web sites for mobile devices. It includes units on content adaptation strategies, designing forms for mobile devices, detecting client capabilities, viewing and testing with emulators, creating adaptive sites for multiple screens, using webfonts, Asynchronous JavaScript and XML (AJAX), and other current technology. Although this course is focused on the design side of the mobile applications, it does introduce aspects that are connected to the development side as well.

CS 165.31 Microsoft Office Integration
0.5 Unit/0.5 hour lecture. P/NP Only. Recommended: Familiarity with Microsoft Word, Excel, and PowerPoint.
Students will customize options and integrate Microsoft Office applications, start Office documents, find and open Office documents, explore Commandbars, use OfficeArt and WordArt, link and embed objects, create hyperlinks, insert Word tables into Excel and PowerPoint, insert Excel charts into Word and PowerPoint, and share data among Office applications.
CS 182.21D Connecting Networks
Cisco Networking 4
(Formerly CS 282.21D) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion of CS 182.21C. Recommended: Eligibility for ENGL 100 or ESL 100.
Connecting Networks (Cisco Networking 4) is the last of four courses that prepares students for the Cisco Certified Networking Associate (CCNA) certification. This course discusses the Wide Area Network (WAN) technologies and network services required by converged applications in a complex network. The course enables students to understand the selection criteria of network devices and WAN technologies to meet network requirements. Students learn how to configure and troubleshoot network devices and resolve common issues with data link protocols. Students also develop the knowledge and skills needed to implement Internet Protocol Security (IPSec) and Virtual Private Network (VPN) operations in a complex network.

CS 770 Basic Computer Literacy Skills
Formerly CS 770 0 Unit/11 hours by arrangement. Non-Credit Course.
Supervised one-on-one instruction in basic levels of computer applications. Supports general education courses in which students need remediation of their basic computer skills and CS 301 - 101. Exempt From Repeat Provisions

CONSTRUCTION MANAGEMENT TECHNOLOGY

CONS 50 Construction Surveying and Measurements
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of MATH 155 or higher and APTECH 45.
Construction surveying and documentation including office and field measurements of distances, elevations, angles and material quantities related to construction layout of building and engineering works.

CONS 62 Blueprint Reading and Construction Graphics
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
Introduction to blueprint reading and construction graphics for residential and commercial buildings: framing systems; architectural working drawings and electrical, mechanical and plumbing plans; common California Building Code and sustainability issues. Includes scale use and sketching techniques.

CONS 63 How Buildings Work
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion or Concurrent Enrollment in CONS 62.
Introduction to major building systems including foundations, structural frames, exterior cladding and roofs, doors and windows, insulation, interior finishes, space conditioning (heating ventilating and air conditioning: HVAC), and utilities (water, electrical, gas). Application of principles of sustainability to building orientation, energy conservation, water conservation, indoor air quality, material selection, and site drainage. Includes analysis of working drawings.

CONS 70A Introduction to Project Organization and Management
Formerly CONS 70A 1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to organization and management of construction projects, including principles of contracts, estimating, bidding and scheduling.

Project management cycle and responsibilities of participants explained.

CONS 70B Project Organization and Management
1.5 Units/1 hour lecture, 2 hours laboratory. Grade Only. Prerequisite: Course Completion of CONS 70A. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to construction project organization and management skills; including quantity surveying, estimating and project scheduling.

CONS 71A Materials and Methods of Construction 1
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of ARCH 56 OR ARCH 26B. Recommended: Eligibility for ENGL 100 or ESL 100 and course completion of MATH 155 or higher. Study of foundation systems; wall, floor and roof framing systems; exterior and interior finishes; windows and doors; and sustainability issues as found in light-wood frame and light-steel frame construction systems. Includes calculations and sketching.

CONS 71B Materials and Methods of Construction 2
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of ARCH 71A OR CONS 71A. Recommended: Eligibility for ENGL 100 or ESL 100.
Foundation systems; wall, floor and roof framing systems; exterior and interior finishes; windows and doors; and sustainability issues as found in heavy timber, heavy steel, masonry and concrete building construction systems and materials. Includes calculations and sketching.

CONS 73 Estimating with Computers
1.5 Units/1 hour lecture, 2 hours laboratory. Grade Only. Prerequisite: Course Completion of CONS 70B. Recommended: Course Completion of CS 61.11A.
Application of quantity surveying and estimating methods and procedures to document an estimate for a residential or commercial construction project using the selected computer program.

CONS 74 Construction Project Scheduling
1.5 Units/1.5 hours lecture. Grade Only. Prerequisite: Course Completion of CONS 70A.
Construction scheduling types are explored: bar charts, S-curves, logical sequencing, and network diagrams. Introduces the use of computers in documenting Critical Path Method (CPM) in scheduling. The role of the schedule in project management is discussed.

CONS 75 Specifications
1.5 Units/1.5 hours lecture. Grade Only. Prerequisite: Course Completion of ARCH 71A OR CONS 71A.
Introduction to the CSI (Construction Specifications Institute) Masterformat system for organizing, writing and interpreting specifications. Subjects covered include: numbering and naming Sections; the three part Section; correct language; coordinating with other construction documents; interpreting a specification; writing a specification Section.

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Courses: Consumer and Family Studies

CONS 98 Independent Study in Construction Management
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Program Coordinator and Supervising Administrator. Requires instructor’s signature for approval. Special projects by arrangement to provide for independent study and an enriched academic experience in the field of Construction Management for continuing and advanced students. (CSU)

CONS 181 Residential Electrical Wiring
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade Only. Recommended: Course Completion of MATH 151 or MATH 150B. Electrical systems design, layout, and installation. Focus is on residential electrical system design and wiring from the electrical service entrance through branch circuit fixtures and loads. California Electric Code (CEC) and International Residential Code requirements for safe, code-compliant installations.

CONS 182 Home Performance with Energy Star, Level 1
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion or Concurrent Enrollment in CONS 63. Introduction to building science and home performance principles for home energy conservation improvements. This overview class is Level 1 of Home Performance with Energy Star training and prepares the student for additional training leading to certification.

CONS 183 OSHA 10
1 Unit/1 hour lecture. Grade Only. Recommended: Course Eligibility for ENGL 100. The Occupational Safety and Health Administration (OSHA 10) training course introduces entry-level workers in construction and construction-related jobs to the basic practices of identifying, reducing, eliminating and reporting hazards associated with their work. Students who pass the exam at the end of the course are eligible to receive the OSHA 10-Hour Construction Industry Outreach Department of Labor (DOL) course completion card.

COUNSELING

COUN 10 Student Success-The First Year Experience
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. This course provides students in their first year of college with an introduction to the nature, meanings and outcomes of higher education through the exploration and application of intellectual, social, and psychological principles that lead to well-being and success in college. Students will examine the stages of adult development, learn successful life management techniques, learn strategies for motivation and stress management, and apply creative and critical thinking techniques. (CSU/UC).

COUN 20 Sex and Gender
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. This course is an exploration of gender and sexual identity in U.S. culture. Topics include: definitions of femininity and masculinity in popular culture, contemporary and traditional sex roles, male and female stereotypes and issues related to sexual orientation, gender and sexual discrimination (sexism, homophobia, sexual harassment, etc.). The relationship between gender and sex and other aspects of our personal and social identities, such as race/ethnicity, age, physical disabilities will be examined. Cross-cultural comparisons of non-Western societies’ views of sex and gender identities will be explored. (CSU/UC).

COUN 53 College Survival Techniques
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. This course combines comprehensive academic study strategies with critical thinking and personal development. This course includes the following topics: memory and concentration techniques, lecture note taking systems, textbook study systems, test taking, research strategies, critical analysis, effective problem solving, life and time management, learning styles, personal and educational values and goals, instructor-student relations, and maintaining health. (CSU).

COUN 54 College Survival Seminar
1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. This course is a comprehensive exploration of the rules and standards governing the professional conduct of those working in human services delivery. Topics include professional ethics, confidentiality, and counselor/client rights and responsibilities. (CSU)

COUN 60 Effective Study Workshop
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. This course is designed to assist students in improving their study skills. Topics include goal identification, organizing study habits, how to read and study textbooks, take effective notes, how to prepare for and take examinations, and the efficient use of the library. Course covers the total development of the individual and attitudes toward academic and personal problem solving. (CSU)

COUN 62 Introduction to Career Development
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. This course focuses on the ways career development contributes to a satisfying and healthy life, as well as the development of a career plan. Emphasis is on interest and personality testing, values clarification, skills assessment, career information, research skills, decision making, and goal setting. Course also covers changing job trends and requirements, as well as factors related to the procurement and retention of employment. (CSU)

COUN 74 Identity and Cultural Diversity
(Fomerly GUID 74) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. A comparative and historical analysis of society and individual behavior from a multicultural perspective. An examination of American ethnic/cultural groups (African, Asian, European, Latino and Native Americans) and experiences that influence behavior. The relationship between personality development and culture, barriers to cross cultural interaction, and communication styles will also be explored. (CSU).

COUN 80 Understanding the Transfer Process
(Fomerly GUID 80) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. An introduction to the process of transfer from a community college to a university for the purposes of long-term educational planning. Students will evaluate and choose universities based on research about degrees offered, transfer requirements, the application process, housing, financial aid, scholarships and support services. (CSU)

COUN 87 Ethical Issues in Human Services
1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. This course is a comprehensive exploration of the rules and standards governing the professional conduct of those working in human services delivery. Topics include professional ethics, confidentiality, and counselor/client rights and responsibilities. (CSU)

COUN 90 Introduction to Human Services
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. An introduction to human services in relation to human/personal development and need across the lifespan. The course explores societal problems and their causes in the context of the human services profession, and involves a critical exploration of the history, standards and theoretical approaches to human service work and meeting peoples’ needs. Psychological, physiological and social forces influencing the individual both as helper and client are examined. Students will study national and international welfare systems, the diverse populations served, and the legal,
COUN 91 Skills and Techniques in Human Services
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of COUN 74 and COUN 90 and PSYCH 1A or PSYCH 5.
This is a survey course of interview and counseling techniques appropriate for paraprofessionals in mental health, corrections, and substance abuse counseling. Theoretical focuses include client centered approach, family therapy, cultural diversity and chemical dependency treatment. (CSU)

COUN 92 Introduction to Group Counseling
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
An introduction to the dynamics of group interaction with emphasis upon the individual's firsthand experience as a group leader and member. The factors involved in problems of communication, effective emotional responses and personal growth will be highlighted. Emphasis will be placed on group process as a means of changing behavior. This course is designed to help students who will function as leaders in a variety of small group situations. (CSU)

COUN 93 Introduction to Case Management
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
The different phases and components of case management as a model of service delivery will be explored. This course will also include experiential skill development relevant to the practice of case management in the human services field. (CSU)

COUN 94 Introduction to Crisis Counseling
(formerly GUID 201) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of COUN 90 and COUN 74 and PSYCH 1A.
Students will study and practice techniques used for intervention and crisis counseling, intake interviewing and referral. Participants will learn and practice skills in attentive listening, recognizing and responding to different levels of client communication. (CSU)

COUN 95 Advocating for Social Change
(formerly GUID 200) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and completion of COUN 90 and COUN 74.
This course is designed to prepare students to perform advocacy work at the community, legislative and legal levels. Contemporary social, political and economic issues will be discussed with special emphasis on the examination of social service issues and programs. How to influence social policy will be introduced. Essential skills and knowledge of the advocacy process for effective change will be developed. (CSU)

COUN 96 Disability and Society
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
An introduction to the history, theory, defining problems, and causes of disability. Includes disability culture, a review of the major physical, cognitive, and psychiatric disabilities as well as co-occurring conditions such as substance abuse and psychiatric disorders. Explores characteristics of a disability service worker. Examines national, regional, and local agencies for various disabilities. (CSU)

COUN 98 Independent Study in Counseling
1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Approval of project proposal by sponsoring faculty, Department Chair, and supervising administrator. Individualized studies in Counseling and/or Human Services. Independent study will provide an enriched academic experience on an approved research topic. (CSU)

COUN 991 Occupational Work Experience Human Services Internship
0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of COUN 90 and AODS 90. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an interview, placement and verification of employment because intern position must be secured prior to enrollment. Counseling Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning that relates to the students' educational or occupational goal in Human Services. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in Human Services, and are ready for on-the-job experience in a paid position. Students will acquire new knowledge, skills, and abilities to prepare for a career in Human Services. (CSU)

COUN 162.1 Career Assessment and Research
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Overview of the role of assessment and career research in the development of a career plan. Emphasis is on interest and personality testing, values clarification, skills assessment and career information research skills.

COUN 270 Introduction to College
0.5 Unit/0.5 hour lecture. P/NP Only.
An introduction to Santa Rosa Junior 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 an academic plan.

COUN 355 College Preparation Skills
1-3 Units/Up to 3 hours lecture. Grade or P/NP. Recommended: Course Eligibility for CSKLS 313.
This course is designed to assist students in developing their skills to prepare for college. This course will include the following topics: study skills, memory and concentration techniques, lecture and note taking strategies, textbook reading for college, test taking, life and time management, learning styles, personal and educational values and goals, health and communicating effectively with instructors.

COUN 390 Transition to College for First-Generation College Students
0.25 Units/0.75 hour laboratory. P/NP Only.
Provides a basic review of differences between high school and college that focuses on identifying challenges and developing strategies to help first-generation college students successfully transition to college culture.

CULINARY ARTS

CUL 98 Independent Study in Culinary Arts
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of project proposal by sponsoring faculty, Department Chair, and Supervising Administrator. Special projects by arrangement to provide for independent study and enriched academic experience for continuing and advanced students. (CSU)

CUL 991 Culinary Arts Occupational Work Experience Internship
0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of CUL 250, CUL 250.1 and CUL 256.10. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an application, interview, placement and verification of employment because intern position must be secured prior to enrollment. Culinary Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning that relates to the students' educational or occupational goal in Culinary Arts: Restaurant Management. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position (75 hours/per unit). Students will acquire new knowledge, skills, and abilities to prepare for a career in Culinary Arts: Restaurant Management. (CSU)

CUL 222 A Culinary Tour of Sonoma County
1.5 Units/1.5 hours lecture. Grade or P/NP.
Introduction to regionally based cuisine, focusing on the bountiful array of foods grown and produced in Sonoma County. Through lectures and
field trips, students make a connection to Sonoma County’s food and the people who produce it.

**CUL 250 Sanitation and Safety**
1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
The basic principles of food safety and sanitation and the application of these principles in a food service operation. Includes instruction on sanitation regulations and personal hygiene, contamination sources, microorganisms and conditions for growth, proper food handling techniques and storage, development of a comprehensive cleaning and sanitizing program to prevent foodborne illnesses, and basic concepts of workplace safety. Upon completion students will be prepared to take a nationally recognized exam.

**CUL 250.1 Culinary Arts Survey**
1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and CSKLS 372.
Introduction to fundamentals of the culinary arts, including culinary history, terminology, culinary mathematics and food anthropology.

**CUL 250.2 Careers in the Food and Beverage Industry**
1 Unit/1 hour lecture. Grade Only. Prerequisite: Course completion of CUL 250 and CUL 250.1. Recommended: Eligibility for ENGL 100 or ESL 100, AND Course Completion of CUL 253.1, or CUL 254, or CUL 256.
This course provides the job seeker with tools for the development of a career plan in the culinary arts and related fields. Students will research professional roles, and identify essential skills, responsibilities and opportunities in the various fields of food and beverage production, service, operations and management.

**CUL 250.3 Professional Plate Presentation**
1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 254.
This course presents theory, demonstrates techniques, and directs students in plating and presenting food.

**CUL 252.3 Knife Skills**
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in CUL 250 (or DIET 50) and CUL 250.1.
Professional chef presents theory, demonstrates techniques, and supervises and critiques students’ practice and mastery of basic knife skills, with an introduction to vegetable preparation. Emphasis is placed on proper sanitation practices and developing good motor skills.

**CUL 252.14 Fundamentals of Garde Manger**
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 250, CUL 250.1, CUL 252.3 and CUL 253.6 OR Course Completion of DIET 50, CUL 250.1, CUL 252.3, CUL 253.6, and CUL 256.
Provides cold kitchen fundamentals, including equipment, sanitation and safety, production, salads, emulsified and non-emulsified dressings, sandwiches, cold sauces, salard condiments. Emphasis is on speed, timing, and teamwork.

**CUL 253A Culinary Cafe 1**
(Formerly CUL 253.2) 6 Units/3 hours lecture, 9.5 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 252.14 and CUL 253.7. Recommended: Eligibility for ENGL 100 or ESL 100.
Fundamentals of commercial food preparation and restaurant operations. Students rotate through stations in the student-run Culinary Café and Bakery, developing skills in the preparation and service of salads, soups, pizzas, sandwiches, entrees, side dishes, table service, and ware washing.

**CUL 253B Culinary Cafe 2**
(Formerly CUL 253.3) 6 Units/3 hours lecture, 9.5 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 253A. Recommended: Eligibility for ENGL 100 or ESL 100.
Provides further hands-on experience in a professional kitchen. Students assume responsibilities of managing, mentoring, and instructing fellow students in the student-run Culinary Café and Bakery, developing skills in the preparation and service of salads, soups, pizzas, sandwiches, entrees, side dishes, table service, ware washing, and management.

**CUL 253.6 Professional Cooking Basics**
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in CUL 250 (or DIET 50), CUL 250.1, and CUL 252.3. Recommended: Eligibility for ENGL 100 or ESL 100.
Under supervision of chef instructor, students practice introductory cooking techniques as they apply to vegetables, legumes, grains, pasta, meat, fish, and poultry. Includes preparing mise en place for stations in a professional restaurant environment.

**CUL 253.7 Professional Meat and Sauce Preparation**
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 250, CUL 250.1, CUL 252.3 and CUL 253.6 OR Course Completion of DIET 50, CUL 250.1, CUL 252.3 and CUL 253.6.
A practical course focusing on stocks, soups, and sauces and the identification and fabrication of meats, poultry, fish, and shellfish. Includes further development of the student’s knife skills. Industry standards of sanitation and safety are implemented.

**CUL 254.13 Ice Cream, Custards, and Soft Desserts**
1 Unit/0.5 hour lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in CUL 254.
A specialty baking course in which students prepare and decorate a variety of cakes. This course is designed for students in the Baking and Pastry Certificate program and for culinary arts professionals who wish to improve or expand their skills.

**CUL 254.10 Tarts and Pies**
1 Unit/0.5 hour lecture. 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in CUL 254.
A specialty baking course in which students prepare and decorate a variety of tarts and pies. This course is designed for students in the Baking and Pastry Certificate program and for culinary arts professionals who wish to improve or expand their skills.

**CUL 254.11 Chocolate Techniques**
1 Unit/0.5 hour lecture. 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in CUL 254.
A specialty baking course in which students prepare and decorate a variety of chocolate products. Course is designed for students in the Baking and Pastry Certificate program and for culinary arts professionals who wish to improve or expand their skills.

**CUL 254.12 Cookies, Candies, and Confections**
1 Unit/0.5 hour lecture. 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in CUL 254.
A specialty baking course in which students prepare and decorate a variety of cookies, candies and confections. Course is designed for students in the Baking and Pastry Certificate program and for culinary arts professionals who wish to improve or expand their skills.

**CUL 254.4 Purchasing and Bakeshop Management**
1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion of CUL 254. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to basic bakeshop management procedures including labor, equipment, purchasing, receiving, and inventory control. Students will use the Culinary Café retail bakery model for menu planning and cost analysis.

**CUL 254.6 Bread Baking**
1 Unit/0.5 hour lecture. 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in CUL 254.
Building on introductory baking skills, students prepare yeast breads with emphasis on skill development and refinement of technique. Emphasis on working with yeast, expanding knowledge of ingredients, mixing, shaping, and baking a variety of breads ranging from classic French and Italian loaves to flatbreads.

**CUL 254.9 Cakes and Cake Decorating**
1 Unit/0.5 hour lecture. 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in CUL 254.
A specialty baking course in which students prepare and decorate a variety of cakes. This course is designed for students in the Baking and Pastry Certificate program and for culinary arts professionals who wish to improve or expand their skills.
CUL 255 Production Baking
3 Units/2 hours lecture, 7 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 254.
Building on introductory baking skills, students rotate through stations of a student-run bakery, developing skills in yeast breads, plated desserts, and other baked goods for retail sale.

CUL 255.1 Specialty Production Baking
4 Units/2 hours lecture, 7 hours laboratory. Grade Only. Prerequisite: Course Completion of CUL 254.
Provides further hands-on experience in production baking. Building on introductory baking skills, students rotate through stations of a student-run bakery, developing skills in breakfast pastries, cakes, yeast breads, and other baked goods for retail sale.

CUL 256 Front House Operations
4.5 Units/1.75 hours lecture, 8.25 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in CUL 250 or DRET 30. Recommended: Eligibility for ENGL 100 or ESL 100.
Development of Front House skills, including table service, large party service, wine pairing and service, and P.O.S. (Point of Sale) system within a full service restaurant environment.

CUL 256.3 Introduction to Food and Beverage Operations
1 Unit/1 hour lecture. Grade Only.
Provides an introduction to the management of food and beverage operations in a variety of environments, including hotels, restaurants and catering businesses. Introduces principles of revenue, profit and cost controls; employee recruiting and training; menu planning and food production; and sales and marketing.

CUL 256.5 Wine Appreciation
1.5 Units/1.5 hours lecture, 0.5 hour laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Age 21 or older.
Through tasting, the student will develop an appreciation of different types of wine, including varietal characteristics and other components, in order to understand the role of wine in professional food and beverage operations.

CUL 256.8 Beverage Management
1 Unit/1 hour lecture. Grade Only.
This course is designed to provide the practical knowledge needed to manage a restaurant bar or beverage operation.

CUL 256.9 Introduction to Wine in the Restaurant
1 Unit/1 hour lecture. Grade Only.
This course teaches successful integration of wine sales and service into restaurant operations.

CUL 256.10 Restaurant Operations
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Eligibility for MATH 150A.
Theories and practices for restaurant management, including restaurant finances, cost control, menu development, human resources and legal issues, guest service essentials, hiring, training, supervision, and alcoholic beverage service and standards.

CUL 256.11 Wine and Food Affinities
1.5 Units/1.25 hours lecture, 0.75 hour laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must be age 21 or older.
Food and wine pairing in professional food service operations. Through formal tasting, cooking, and lectures, students refine their sensory abilities to identify complementary ingredients in food and wine and investigate the “marriage” of food and wines. Includes in-class food and wine tasting.

CUL 260 Special Topics in Baking and Pastry
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international baking and pastry.

CUL 260.1 Cake Baking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international cake work.

CUL 260.2 Cake Baking and Assembly: Fillings and Frosting
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques, fillings, and frosting as applied to gourmet, regional, national, and international cake work.

CUL 260.3 Fancy Cakes: Chocolate, Marzipan, & Rolled Fondant
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international fancy cake work.

CUL 260.4 Petits Fours
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international petits fours work.

CUL 260.5 Wedding Cake Baking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international wedding cake work.

CUL 260.6 Wedding Cake Baking and Assembly
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international wedding cake assembly.

CUL 260.15 Artisan Bread Baking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international artisan bread work.

CUL 260.16 Sourdough Breads
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international sourdough breads.

CUL 260.17 Enriched Yeast Breads
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international enriched breads.

CUL 260.18 Holiday Yeast Breads
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday breads.

CUL 260.19 Pizza & Focaccia
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international pizzas and focaccias.

CUL 260.20 Whole Grain Breads
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international whole grain breads.

CUL 260.25 Seasonal Pie Baking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory,
Courses: Culinary Arts

demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international seasonal pie baking.

CUL 260.26 Seasonal Tart Baking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday tart baking.

CUL 260.31 Holiday Cookie Baking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday cookie baking.

CUL 260.32 Holiday Cake Baking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday cake baking.

CUL 260.33 Holiday Tart Baking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday tart baking.

CUL 260.34 Holiday Pie Baking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday pie baking.

CUL 260.35 Holiday Bread Baking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday bread baking.

CUL 260.36 Holiday Candy Making
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional pastry chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday candy making.

CUL 265 Special Topics in Ethnic Baking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern ethnic baking techniques as applied to gourmet, regional, national, and international holiday candy making.

CUL 270 Special Topics in Culinary Arts
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday tart baking.

CUL 270 Special Topics in Culinary Arts
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday cake baking.

CUL 270 Special Topics in Culinary Arts
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday pie baking.

CUL 270 Special Topics in Culinary Arts
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern baking techniques as applied to gourmet, regional, national, and international holiday bread baking.

CUL 270.3 Professional Techniques: Smoking Food
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern smoking techniques as applied to gourmet, regional, national, and international cuisines.

CUL 270.4 Professional Techniques: Stock Making
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern stock making techniques as applied to gourmet, regional, national, and international cuisines.

CUL 270.21 Cooking Techniques
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern cooking techniques as applied to gourmet, regional, national, and international cuisines.

CUL 270.30 Sonoma Wine Country Cuisine
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern wine country cooking techniques as applied to gourmet, regional, national, and international cuisines.

CUL 270.31 Cooking From Your CSA Box
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern cooking techniques as applied to your Community Supported Agriculture (CSA) box.

CUL 275 Special Topics in Ethnic Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Professional chef presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern ethnic baking techniques as applied to gourmet, regional, national, and international cuisines.

CUL 275.10 American Regional: Cajun and Creole Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Cajun and Creole cuisine.

CUL 275.11 American Regional: Southern Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Southern cuisine.

CUL 275.12 American Regional: Hawaiian Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Hawaiian cuisine.

CUL 275.20 Turkish Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Turkish cuisine.

CUL 275.21 Lebanese Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Lebanese cuisine.

CUL 275.22 Israeli Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Israeli cuisine.
CUL 275.23 Jordanian Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Jordanian cuisine.

CUL 275.30 Macanese Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Macaon cuisine.

CUL 275.31 Pekinese Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Pekinese cuisine.

CUL 275.32 Shanghainese Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Shanghainese cuisine.

CUL 275.33 Hunanese Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Hunanese cuisine.

CUL 275.34 Cantonese Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Cantonese cuisine.

CUL 275.35 Hong Kongese Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Hong Kongese cuisine.

CUL 275.36 Mongolian Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Mongolian cuisine.

CUL 275.37 Nepalese Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Nepalese cuisine.

CUL 275.42 Singaporean Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Singaporean cuisine.

CUL 275.43 Philippine Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Philippine cuisine.

CUL 275.44 Burmese Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Burmese cuisine.

CUL 275.45 Laotian Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Laotian cuisine.

CUL 275.46 Indonesian Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Indonesian cuisine.

CUL 275.47 Vietnamese Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Vietnamese cuisine.

CUL 275.48 Indian Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Indian cuisine.

CUL 275.49 Malaysian Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Malaysian cuisine.

CUL 275.50 Moroccan Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Moroccan cuisine.

CUL 275.51 Tunisian Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Tunisian cuisine.

CUL 275.52 Algerian Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Algerian cuisine.

CUL 275.53 Ghanaian Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Ghanaian cuisine.

CUL 275.54 Ethiopian Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Ethiopian cuisine.

CUL 275.55 Kenyan Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Kenyan cuisine.

CUL 275.56 Egyptian Cuisine  
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.  
Culinary foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Egyptian cuisine.
CUL 275.63 Portuguese Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Portuguese cuisine.

CUL 275.64 Greek Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends, and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Greek cuisine.

CUL 275.65 Spanish Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Spanish cuisine.

CUL 275.70 Puerto Rican Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Puerto Rican cuisine.

CUL 275.71 Cuban Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Cuban cuisine.

CUL 275.72 Dominican Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Dominican cuisine.

CUL 275.73 Jamaican Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Jamaican cuisine.

CUL 275.74 Colombian and Venezuelan Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Colombian and Venezuelan cuisine.

CUL 275.75 Brazilian Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Brazilian cuisine.

CUL 275.76 Argentinian Cuisine
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends and customs as related to gourmet, regional, national and international cuisines. Preparation of a variety of dishes common to Argentinian cuisine.

CUL 275.80 Northwest Italian Cuisines
1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends, and customs as related to gourmet, regional, national, and international cuisines. Preparation of a variety of dishes common to the Northwestern Italian cuisines of Valле Di Aosta, Piedmont, Liguria.

CUL 275.81 Northern Italian Cuisines
1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends, and customs as related to gourmet, regional, national, and international cuisines. Preparation of a variety of dishes common to the Northern Italian cuisine of Lombardi.

CUL 275.82 Northeast Italian Cuisines
1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends, and customs as related to gourmet, regional, national, and international cuisines. Preparation of a variety of dishes common to the Northeastern Italian cuisines of Veneto, Trento-Altio, Friuli-Venezia-Giulia

CUL 275.83 Southern Italian Cuisines
1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends, and customs as related to gourmet, regional, national, and international cuisines. Preparation of a variety of dishes common to the Southern Italian cuisines of Campania, Puglia, Calabria, Sicily, Sardinia.

CUL 275.84 Eastern Central Italian Cuisines
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends, and customs as related to gourmet, regional, national, and international cuisines. Preparation of a variety of dishes common to Eastern Central Italian cuisines of Emilia-Romagna and Marche.

CUL 275.85 Western Central Italian Cuisines
0.25-2 Units/Up to 1.5 hours lecture, 2.5 hours laboratory. Grade or P/NP.
Cultural foods, historical food trends, and customs as related to gourmet, regional, national, and international cuisines. Preparation of a variety of dishes common to the Western Central Italian cuisines of Tuscany, Umbria, and Lazio.

CUL 285 Special Topics in Vegetarian Cooking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Culinary professional presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern vegan cooking techniques as applied to gourmet, regional, national, and international plant-based dishes.

CUL 285.11 Vegan Cooking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Culinary professional presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern market fresh vegetarian cooking techniques as applied to gourmet, regional, national, and international plant-based dishes.

CUL 285.12 Market Fresh Vegetarian Cooking
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Culinary professional presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern market fresh vegetarian cooking techniques as applied to gourmet, regional, national, and international plant-based dishes.

CUL 285.22 Vegetarian Soups, Stocks, and Sauces
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Culinary professional presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern cooking techniques of Vegetarian soups, stocks, and sauces as applied to gourmet, regional, national, and international plant-based dishes.

CUL 285.23 The Vegetarian’s Pantry
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. Grade or P/NP.
Culinary professional presents theory, demonstrates techniques, and supervises and critiques student preparations. Course covers historical and modern cooking techniques of The Vegetarian’s Pantry as applied to gourmet, regional, national, and international plant-based dishes.

DANCE

DANCE 2 Survey of Dance History
(Formerly P&40) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
A historical survey of dance in Western civilization from ancient times through the 21st century. This
course includes the significance of dance as ritual, social tradition and as an art form and examines the development of ballet, modern dance and other contemporary dance forms. (CSU; UC)

DANCE 3.1 Choreography I
(Formerly PE 3.1) 1.5 Units/1 hour lecture, 3 hours laboratory. Grade or P/NP. Recommended. Completion of Dance 1.1 and Dance 3.5. This course focuses on the fundamentals of the choreographic process emphasizing basic principles of space, time and energy. Students will choreograph dance studies applying a variety of choreographic approaches. (CSU; UC)

DANCE 10.1 Introduction to Dance Movement
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Introductory dance class designed for the student with no prior dance experience. Basic dance skills, techniques, and general dance vocabulary common to all genres of dance will be covered. (CSU; UC)

DANCE 10.2 Introduction to Dance Genres: Ballet, Modern, Jazz
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Introductory dance class designed for the student with no dance training in the primary theatrical dance forms: ballet, modern, jazz. Will familiarize students with the unique attributes of each of these genres of dance classes and include units on each of the dance forms which will introduce the student to the basic skills, techniques, and vocabulary of these genres. Recommended prior to the beginning level in any of these dance forms. (CSU; UC)

DANCE 11.1 Ballet I
(Formerly PE 37.1) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 10.1. This course for beginning (Level I) dancers covers beginning ballet principles and skills in the areas of technique, movement, vocabulary, style, and musicality. The course also includes basic ballet aesthetics and performance skills. (CSU; UC)

DANCE 11.2 Ballet II
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 11.1. This course, for advanced-beginning (Level II) dancers with prior ballet experience, covers advanced-beginning (Level II) ballet principles and skills in the areas of technique, movement, vocabulary, style, and musicality. The course also includes ballet aesthetics and performance skills as they pertain to advanced-beginning (Level II) ballet. (CSU; UC)

DANCE 11.3 Ballet III
(Formerly PE 37.2) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 11.2. This course, for low-intermediate (Level III) dancers with prior ballet experience, covers low-intermediate (Level III) ballet principles and skills in the areas of technique, movement, vocabulary, style, and musicality. The course also includes ballet aesthetics and emphasizes performance skills as they pertain to low-intermediate (Level III) ballet. (CSU; UC)

DANCE 11.4 Ballet IV
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 11.3. Limits on enrollment: By audition This course, for intermediate (Level IV) dancers with prior ballet experience, covers intermediate (Level IV) ballet principles and skills in the areas of technique, movement, vocabulary, style, and musicality. The course also includes ballet aesthetics and emphasizes performance skills as they pertain to intermediate (Level IV) ballet. (CSU; UC)

DANCE 11.5 Ballet V
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 11.4. Limits on enrollment: By audition This course, for high-intermediate (Level V) dancers with prior ballet experience, covers high-intermediate (Level V) ballet principles and skills in the areas of technique, movement, vocabulary, style, and musicality. The course also includes ballet aesthetics and emphasizes performance skills as they pertain to high-intermediate (Level V) ballet. (CSU; UC)

DANCE 11.6 Ballet VI
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 11.5. Limits on enrollment: By audition This course, for advanced (Level VI) dancers with prior ballet experience, covers advanced (Level VI) ballet principles and skills in the areas of technique, movement, vocabulary, style, and musicality. The course also includes ballet aesthetics and emphasizes performance skills as they pertain to advanced (Level VI) ballet. (CSU; UC)

DANCE 13.1 Jazz Dance I
(Formerly PE 30.1A) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 10.1. This course for beginning (Level I) dancers covers fundamentals of jazz dance in the areas of technique, movement vocabulary, terminology, rhythm and musicality. The course also covers beginning (Level I) jazz dance choreography and performance skills. (CSU; UC)

DANCE 13.2 Jazz Dance II
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 13.1. This course, for advanced-beginning (Level II) dancers with prior jazz dance experience, focuses on advanced-beginning (Level II) jazz dance training in the areas of technique, movement vocabulary, terminology, rhythm and musicality. The course also includes advanced-beginning (Level II) jazz dance choreography and performance skills. (CSU; UC)

DANCE 13.3 Jazz Dance III
(Formerly PE 30.2) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 13.2. Limits on enrollment: By audition This course for low-intermediate (Level III) dancers focuses on low-intermediate (Level III) jazz dance training in the areas of technique, movement vocabulary, terminology, rhythm and musicality. The course also includes experiences in jazz dance choreography and emphasizes performance skills. May include a performance in a dance concert. (CSU; UC)

DANCE 13.4 Jazz Dance IV
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 13.3. Limits on enrollment: By Audition This course for intermediate (Level IV) dancers focuses on intermediate jazz dance training in the areas of technique, movement vocabulary, terminology, rhythm and musicality. The course also emphasizes jazz dance choreography and emphasizes performance skills. May include a performance in a dance concert. (CSU; UC)

DANCE 13.5 Jazz Dance V
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 13.4. Limits on enrollment: By audition This course for high-intermediate (Level V) dancers focuses on high-intermediate (Level V) jazz dance training in the areas of technique, movement vocabulary, terminology, rhythm and musicality. May include a performance in a dance concert. (CSU; UC)

DANCE 13.6 Jazz Dance VI
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 13.5. Limits on enrollment: By audition This course for advanced (Level VI) dancers focuses on advanced (Level VI) jazz dance training in the areas of technique, movement vocabulary, terminology, rhythm and musicality. The course also emphasizes jazz dance choreography and emphasizes performance skills. May include a performance in a dance concert. (CSU; UC)

DANCE 14.1 Lyrical Dance I
(Formerly DANCE 14) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 10.2. Lyrical dance draws from ballet, modern, jazz, and contemporary techniques. This beginning (Level I) course follows a dance class format including center warm-ups, progressions, and combinations. The choreography focuses on interpretation of the mood of the music or the lyrics of the songs. (CSU; UC)

DANCE 14.2 Lyrical Dance II
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP. Recommended. Course Completion of DANCE 14.1. Lyrical dance draws from ballet, modern, jazz, and contemporary techniques. This Level II course
follows a dance class format including center warm-ups, progressions, and combinations. The choreography focuses on interpretation of the mood of the music or the lyrics of the songs.

(CSU;UC.)

DANCE 14.3 Lyrical Dance III
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/ NP Recommended. Course Completion of DANCE 11.2 and Course Completion of DANCE 13.2 (or PE 30.1B). Limits on enrollment: By Audition

Lyrical dance draws from ballet, modern, jazz, and contemporary techniques. This Level III course follows a dance class format including center warm-ups, progressions, and combinations. The choreography focuses on interpretation of the mood of the music or the lyrics of the songs.

(CSU;UC.)

DANCE 14.4 Lyrical Dance IV
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/ NP Recommended. Course Completion of DANCE 14.3. Limits on enrollment: By Audition

This course for Level IV lyricists covers intermediate (Level IV) modern dance skills in the areas of technique and movement vocabulary as well as the use of space, time, and energy. The course also includes improvisation, experiences in choreography, and a focus on refinement of performance skills.

(CSU;UC.)

DANCE 16.1 Modern Dance I
(Formerly PE 28.1) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP Recommended. Course Completion of DANCE 10.2.

This course is for beginning (Level I) dancers with limited modern dance training. Emphasis is on beginning (Level I) modern dance skills in the areas of technique and movement vocabulary, as well as the use of space, time, and energy. The course will include basic modern dance improvisation, choreography, and performance skills.

(CSU;UC.)

DANCE 16.2 Modern Dance II
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP Recommended. Course Completion of DANCE 16.1.

This course is for advanced-beginning (Level II) modern dance training. It emphasizes advanced-beginning (Level II) modern dance skills in the areas of technique and movement vocabulary, as well as the use of space, time, and energy. The course includes advanced-beginning (Level II) modern dance improvisation, choreography, and performance skills.

(CSU;UC.)

DANCE 16.3 Modern Dance III
(Formerly PE 28.2) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP Recommended. Course Completion of DANCE 16.2. Limits on enrollment: By audition

This course is for low-intermediate (Level III) level dancers and covers low-intermediate (Level III) modern dance skills in the areas of technique and movement vocabulary. It also includes the use of space, time, and energy. The course also includes improvisation, experiences in choreography, and a focus on performance skills.

(CSU;UC.)

DANCE 16.4 Modern Dance IV
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/ NP Recommended. Course Completion of DANCE 16.3. Limits on enrollment: By audition

This course for intermediate (Level IV) dancers covers intermediate (Level IV) modern dance skills in the areas of technique and movement vocabulary as well as the use of space, time, and energy. The course also includes improvisation, experiences in choreography, and a focus on refinement of performance skills.

(CSU;UC.)

DANCE 16.5 Modern Dance V
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/ NP Recommended. Course Completion of DANCE 16.4. Limits on enrollment: By audition

This course for high-intermediate (Level V) dancers covers high-intermediate (Level V) modern dance skills in the areas of technique and movement vocabulary as well as the use of space, time, and energy. The course also includes improvisation, experiences in choreography, and a focus on refinement of performance skills.

(CSU;UC.)

DANCE 16.6 Modern Dance VI
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/ NP Recommended. Course Completion of DANCE 16.5. Limits on enrollment: By audition

This course for advanced (Level VI) dancers covers advanced (Level VI) modern dance skills in the areas of technique and movement vocabulary as well as the use of space, time, and energy. The course also includes improvisation, experiences in choreography, and a focus on refinement of performance skills.

(CSU;UC.)

DANCE 21.1 Hip Hop/Funk I
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP Recommended. Course Completion of DANCE 10.1.

This course will introduce students to the fundamentals (Level I) of the hip hop/funk dance style derived from the current dance vernacular and culture. Classes will include warm-up exercises, isolations, floor stretches, and strengthening specific to the hip hop/funk style of dance. This course will also include locomotor movements (“across-the-floor”) and center combinations.

(CSU;UC.)

DANCE 21.2 Hip Hop/Funk II
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP Recommended. Course Completion of DANCE 21.1.

This advanced-beginning (Level II) hip hop/funk course will allow students to continue the study of hip hop/funk dance as it applies to technique, movement vocabulary, terminology, rhythm and musicality. This course incorporates styles and choreography used in the current dance vernacular and culture.

(CSU;UC.)

DANCE 21.3 Hip Hop/Funk III
(Formerly PE 59.2) 1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/NP Recommended. Course Completion of DANCE 21.2.

This low-intermediate (Level III) hip hop/funk course will allow students to continue the study of hip hop/funk dance as it applies to technique, movement vocabulary, terminology, rhythm and musicality. This course incorporates styles and choreography used in the current dance vernacular and culture.

(CSU;UC.)

DANCE 21.4 Hip Hop/Funk IV
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/ NP Recommended. Course Completion of DANCE 21.3. Limits on enrollment: By Audition

This intermediate (Level IV) hip hop/funk course will allow students to continue the study of hip hop/funk dance as it applies to technique, movement vocabulary, terminology, rhythm and musicality. This course incorporates styles and choreography used in the current dance vernacular and culture.

(CSU;UC.)

DANCE 21.5 Hip Hop/Funk V
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/ NP Recommended. Course Completion of DANCE 21.4. Limits on enrollment: By Audition

This high-intermediate (Level V) hip hop/funk course will allow students to continue the study of hip hop/funk dance as it applies to technique, movement vocabulary, terminology, rhythm and musicality. This course incorporates styles and choreography used in the current dance vernacular and culture.

(CSU;UC.)

DANCE 21.6 Hip Hop/Funk VI
1.5 Units/0.75 hour lecture, 2.25 hours laboratory. Grade or P/ NP Recommended. Course Completion of DANCE 21.5. Limits on enrollment: By Audition

This advanced (Level VI) hip hop/funk course will allow students to continue the study of hip hop/funk dance as it applies to technique, movement vocabulary, terminology, rhythm and musicality. This course incorporates styles and choreography used in the current dance vernacular and culture.

(CSU;UC.)

DANCE 27 Dance Production
(Formerly PE 31.2) 2 Units/6 hours laboratory. Grade or P/NP Recommended. Concurrent Enrollment in THAR 11.8. Recommended: Course Completion of DANCE 11.3, DANCE 13.3, DANCE 16.3 or DANCE 21.3. Limits on enrollment: By Audition

In this course designed for intermediate to advanced dancers, students will rehearse and prepare to perform student-choreographed dances for the annual dance performance. The focus is on developing technical and performance skills, as well as a professional work ethic in relation to rehearsing and practicing choreography. The course will serve as an introduction to the pre-production facets of dance production.

(CSU;UC.)

DANCE 28 Choreography for Performance
(Formerly PE 31.3) 2 Units/6 hours laboratory. Grade or P/NP Recommended. Concurrent Enrollment in THAR 11.8. Recommended: Course Completion of DANCE 3.1 and DANCE 27. Limits on enrollment: By audition

The purpose of this course is to give intermediate to advanced dancers the opportunity to develop choreography from initial concept through completion and performance. Students will conduct rehearsals, receive feedback on choreography, show their work, and prepare to
present dances in the annual dance production. Students in this course may also perform in dances choreographed by fellow students.(CSU, UC)

4 Enrollments Total

DANCE 29 Dance Ensemble
2-3 Units/Up to 1.5 hours lecture, 4.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 11.3, DANCE 13.3, DANCE 16.3 OR DANCE 21.3 For choreographers completion of DANCE 3.1. Limits on enrollment: By Audition

For the intermediate through advanced dance student, the Dance Ensemble class provides an experience of dancing and touring with a pre-professional dance company. Collaboratively, the faculty and class/company members create a short theme-based performance, designed to increase audience appreciation of dance as an art form. Students develop their own choreography and perform both student and faculty pieces in a variety of venues focusing on performance in K-12 settings.(CSU, UC)

4 Enrollments Total

DANCE 37.1 Ballroom Dance I
1 Unit/2 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 10.1.

This course establishes a solid foundation in ballroom dance technique and basic skills. Dances may include: fox trot, waltz, swing, and cha-cha, with possible introduction to other ballroom dances and/or Latin dances.(CSU, UC)

DANCE 40 Introduction to Folk Dance
(Formerly PE 26.1) 1 Unit/2 hour laboratory, Grade or P/NP. Recommended: Course Completion of DANCE 10.1.

The study of basic rhythms, movements, and steps patterns while learning a beginning folk dance repertoire.(CSU, UC)

DANCE 41 International Folk Dance
(Formerly PE 83) 1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 40.

The study of and participation in folk dances representing ethnic cultures from around the world and their differences.(CSU)

DANCE 88.1 Latin Dance I
1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 10.1.

This course establishes basic knowledge of Latin dances. Practice of basic Salsa, Bachata, Meringue, Cha Cha and other Latin dance techniques will be covered.(CSU)

DANCE 88.2 Latin Dance II
1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 88.1.

This course establishes an intermediate level knowledge of Latin dances. Practice of intermediate level Salsa, Bachata, Meringue, Cha Cha and other Latin dance techniques will be covered.(CSU)

DANCE 88.3 Latin Dance III
1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 88.2.

This course establishes a high-intermediate level knowledge of Latin Dances. Practice of high-intermediate level Salsa, Bachata, Meringue, Cha Cha and other Latin dance techniques will be covered.(CSU)

DANCE 88.4 Latin Dance IV
1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Course Completion of DANCE 88.3.

This course establishes an advanced level knowledge of Latin Dances. Practice of advanced level Salsa, Bachata, Meringue, Cha Cha and other Latin dance techniques will be covered.(CSU)

DANCE 150 Teaching Dance Techniques
1 Unit/3 hours laboratory for 0 week. Grade or P/NP. Limits on enrollment: Students enrolling in this class must have prior approval from the supervising faculty member.

The course will cover the fundamental philosophies, techniques and methods for developing progressions and programs in dance instruction. Special attention will be how to successfully assist an instructor in a dance technique class in order to optimize learning experiences. Student will assist faculty in a classroom environment for a semester.

DENTAL EDUCATION - ASSISTING

DA 60 Applied Dental Science
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in DE 51. Limits on enrollment: Acceptance into an Allied Dental Program

Dental terminology, basic anatomy of the oral cavity, dental anatomy and physiology, oral embryology and histology, tooth morphology, classifications of cavities and restorations, preliminary oral inspection, charting conditions of the hard and soft tissues.(CSU)

DA 61 Introduction to Chairside Dental Assisting
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in DA 62 AND Course Completion or Current Enrollment in DE 50 and DA 60. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Acceptance to Allied Dental Program

Introduction to the role of the chairside dental assistant, preparing the patient for dental treatment, positioning of the patient, operator, and assistant, for four-handed and six-handed dentistry. Obtaining patient health history and vital signs, treatment planning and data gathering and medical emergencies. Instrument grasps/ transfers, triple syringe use, oral evacuation and retraction. Identification and use of hand instruments, equipment maintenance, tub and tray setups.(CSU)

DA 62 Introduction to Dental Procedures
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in DE 51 and Concurrent Enrollment in DA 61. Limits on enrollment: Acceptance to Allied Dental Program

Introduction to the oral environment, dental materials, and instruction in the properties, characteristics, and manipulation of dental materials. Instrumentation for operative dental procedures, such as composite and amalgam restorations, crown and bridge procedures, veneering and bonding techniques, and preliminary impression techniques using a mannequin.(CSU)

DA 63 Dental Specialties
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DA 61 and DA 62. Limits on enrollment: Acceptance to Allied Dental Program

Instruction in assisting and instrumentation for the following specialties in dentistry: orthodontics, endodontics, periodontics, pediatric dentistry and oral maxillofacial surgery.(CSU)

DA 64 Advanced Dental Assisting
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DA 61 and DA 62. Limits on enrollment: Acceptance to Allied Dental Program

The theory and development of the pre-clinical skills required for the Registered Dental Assistant (RDA). Students are required to meet standards of competency for each required RDA task. Preparation for the practical component of the California Registered Dental Assistant examination. Mannequins are used for most of the instruction.(CSU)

DA 65 Dental Science
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DA 60. Recommended: Course Completion of ENGL 100 or ESL 100. Limits on enrollment: Acceptance to Allied Dental Program

This course focuses on the etiology, recognition and prevention of dental disease. Topics include pharmacology, oral pathology, periodontology, oral anatomy and community oral health. Students will gain knowledge in the science and manipulation of alginate, gypsum, fluoride and teeth whitening products. The didactic and clinical components meet the requirements for a California State approved course in both coronal polish and pit and fissure sealants certificates.(CSU)

DA 66.1A Clinical Practice 1
3 Units/1 hour lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in DA 62 (or DNA 62). Limits on enrollment: Acceptance into the Dental Assistant Program

Clinical practice in patient management and the chairside assisting dental students at the University of California, San Francisco School of Dentistry, and the University of the Pacific Arthur Dugoni School of Dentistry. Practice in working as part of a complete dental team in private/general practice dentistry offices in Sonoma County. Continuation of the development of skills in radiography.(CSU)

DA 66.1B Clinical Practice 2
5.5 Units/3.5 hours lecture, 13.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of DA 66.1A. Limits on enrollment: Acceptance into the Dental Assisting Program

Performance of entry level clinical skills in private, general and specialty dental offices in Sonoma County. Experience in chairside techniques with the emphasis on performance of the Registered Dental Assisting (RDA) tasks. Weekly seminars to evaluate and review clinical application.(CSU)
Courses: Dental Education - Continuing

DA 67 Dental Office Management  
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DA 60. Limits on enrollment: Acceptance into Dental Assisting Program.

Instruction in the non-clinical functions which dental assistants are required to perform with emphasis on: financial arrangements, collection techniques, completing insurance forms, and maintaining current insurance records, office mail, dental office computer systems, group practice, inventory, marketing, purchasing, payroll, tax records, disbursements, and petty cash. (CSU)

DA 69 Chairside Skills Workshop  
0.5 Unit/0.25 hour lecture, 1 hour laboratory. P/NP Only. Prerequisite: Course Completion or Concurrent Enrollment in DE 51 and DA 60. Limits on enrollment: Acceptance into 22 month Dental Assisting Program.

This course is designed to develop minimal skills in basic chairside techniques. Included are patient/operator positioning, cavity classifications and basic instrumentation. Required for those students accepted into the 22-month dental assisting program. (CSU)

DENTAL EDUCATION - CONTINUING

DNA 299.4 RDA Practical Review  
0.5 Unit/0.5 hour lecture. P/NP Only. Prerequisite: Course Completion of DA 64 (or DA 67). Recommended: Course Completion of ENGL 100 OR ESL 100. Limits on enrollment: Acceptance to the Allied Dental Program.

Preparation for the practical component of the California Registered Dental Assistant examination. Students are required to meet standards of competency for each required RDA function. Students will perform the required skills on a manikin.

DENTAL EDUCATION - HYGIENE

DH 68 Dental Hygiene-Electronic Patient Records  
0.5 Unit/0.5 hour lecture. Grade Only. Prerequisite: Concurrent Enrollment in DH 71A.

Provides student hygienist with instruction in the use of electronic records and patient management systems utilizing dental clinical software. Students will input data which will include medical histories, clinical exams, dental charting, periodontal charting, and dental hygiene treatment plans. Word processing capabilities of the software will be used to create documents. Students will be instructed on accessing extra and intraoral images stored in the patient file. (CSU)

DH 69 Medical Emergencies in Dental Practice  
1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in DH 71A and Course Completion or Current Enrollment in DE 51. Limits on enrollment: Acceptance into Allied Dental Program.

This course provides the student with the basics in the prevention and management of medical emergencies in the dental practice. Emphasis is on the recognition of clinical signs and symptoms of emergencies and the prevention of emergency escalation. The management of medical emergencies is outlined along with drugs and equipment utilized in an emergency. (CSU)

DH 70 Dental Anatomy and Tooth Morphology  
2.5 Units/2 hours lecture, 2 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in DH 71A. Limits on enrollment: Acceptance to the Allied Dental Programs.

The study of the dental terminology, tooth morphology, structures of the oral cavity, classification of cavities, and charting conditions of the teeth. Aspects related to dental hygiene care such as root morphology, restorative charting, occlusion, and dental anomalies are emphasized. (CSU)

DH 71A Clinical Dental Hygiene Care and Theory 1  
(Formerly DH 71) 5 Units/2 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in DH 70 AND Course Completion or Current Enrollment in DE 50 AND DE 51 AND DE 55A. Limits on enrollment: Acceptance into a Dental Allied Program.

Provides the student hygienist with a broad theoretical basis to perform clinical aspects of dental hygiene practice in the evolving profession of dental hygiene and the dental hygiene process of care. Infection control protocols established by the California Board of Dental Examiners and the Centers for Disease Control and Prevention will be implemented. (CSU)

DH 71B Clinical Dental Hygiene Care and Theory 2  
5 Units/2 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: Course Completion of DH 71A AND Concurrent Enrollment in DH 72 and DH 75 and DH 74 and DH 76 AND Course Completion or Current Enrollment in DE 55B.

Application of the dental hygiene process of care guided by the human needs conceptual model to promote oral health and wellness. The course includes laboratory and clinical experiences. Students will be introduced to the educational theory and practice of oral hygiene care. The primary focus will be on educational techniques to assist individuals and groups in making informed decisions with regard to oral health promotion and disease prevention. Personal mechanical removal of bacterial plaque through use of toothbrushes and oral physiotherapy aids is emphasized. (CSU)

DH 71C Clinical Dental Hygiene Care and Theory 3  
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DH 71B and Concurrent Enrollment in DH 78.

This course is designed for continuity of clinical application of the dental hygiene process for delivering client-centered care initiated in the previous clinical course. The course will consist of seminar and clinical experiences. Students will continue to develop skills by working with clients in the Santa Rosa Junior College Dental Clinic. (CSU)

DH 71D Clinical Dental Hygiene Care and Theory 4  
(Formerly DH 82) 7 Units/2 hours lecture, 15 hours laboratory. Grade Only. Prerequisite: Course Completion of DH 71C AND Concurrent Enrollment in DH 79 and DH 80.

Scaling and root planning, the application of advanced instrumentation principles, and early self-assessment skills. Techniques in the use and interpretation of radiographs, infection control, and office procedures will continue to be developed. Students will continue to develop clinical skills by working with clients in the Santa Rosa Junior College Dental Clinic. (CSU)

DH 71E Clinical Dental Hygiene Care and Theory 5  
(Formerly DH 84) 7 Units/2 hours lecture, 15 hours laboratory. Grade Only. Prerequisite: Course Completion of DH 71D AND Concurrent Enrollment in DH 79 AND DH 80.

A seminar and clinical course designed to continue to expand and develop dental hygiene skills in preventive and maintenance therapy. Students will become proficient in scaling and root planning procedures, pain control, and gingival curetage. (CSU)

DH 72 Oral Health Education  
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 70 AND Course Completion of DH 71A AND Concurrent Enrollment in DH 71B.

Introduction to the educational theory and practice of oral health education. The primary focus will be on educational techniques to assist individuals and groups in making informed decisions with regard to oral health promotion and disease prevention. Personal mechanical removal of bacterial plaque through use of toothbrushes and oral physiotherapy aids is emphasized. (CSU)

DH 74 Head and Neck Anatomy, Histology and Embryology  
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DH 70. Limits on enrollment: Acceptance to Allied Dental Program.

This course emphasizes the structure of the head and neck. Specific focus will be placed on knowledge necessary for clinical application. Histology and embryology contains the foundation of knowledge necessary to understand pathology and developmental disturbances encountered in dentistry. (CSU)
DH 75 Pharmacology for the Dental Hygienist
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 71A. Limits on enrollment: Acceptance into Allied Dental Program
The clinical usage of the therapeutic agents used in the practice of dentistry. The indications, dosage, methods of administration, contraindications and side effects of these agents will be studied to give the student hygienist a foundation in the physical manifestations to be expected in drug administration.(CSU)

DH 76 Dental Materials for the Dental Hygienist
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DH 70 and DH 71A. Limits on enrollment: Acceptance into Allied Dental Program
The study of the science and use of dental materials, where students will gain knowledge of the basic science, behavior, and manipulation of dental materials in a framework that enables adaptation to the rapidly evolving array of new dental materials and techniques in the professional arena.(CSU)

DH 78 Local Anesthesia/Nitrous Oxide Conscious Sedation
1 Unit/0.75 hour lecture, 1.5 hours laboratory for 7 weeks. Grade Only. Prerequisite: Course Completion of DH 74 and DH 75. Limits on enrollment: Acceptance into Allied Dental Program
A course covering the techniques of pain control by the administration of local anesthetics and nitrous oxide/conscious sedation. The course will prepare the student for management of the more complex clinical client during advanced dental hygiene care procedures.(CSU)

DH 79 Periodontics for the Dental Hygienist
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 74 and Concurrent Enrollment in DH 80 and DH 71A.
The study of the structural, functional, and environmental factors associated with the normal and diseased periodontium. An emphasis will be placed on the etiology, pathology, and therapeutic and preventive treatment modalities of periodontal disease.(CSU)

DH 80 Oral Pathology for the Dental Hygienist
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 74 and Concurrent Enrollment in DH 79.
Introduction to general and oral pathology. Emphasis will be placed on the recognition of the presence of abnormalities. The student will gain foundational knowledge upon which to base a differential diagnosis of any lesion which is likely to be met in general dental practice.(CSU)

DH 81 Community Dental Health
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 72.
This course is designed to provide an insight into the opportunities for dental hygienists to work in community settings and public health. Students will learn the principles of public health through classroom and field experience. Students will participate in presentations in the field and in a community service learning experience.(CSU)

DH 83 Ethics, Jurisprudence & Practice Mgmt for Dental Hygienist
2 Units/2 hours lecture. Grade Only. Prerequisite: Concurrent Enrollment in DH 71E (or DH 84).
The study of jurisprudence, ethics, and practice management as related to dental hygiene care. A personal philosophy toward professional conduct, continuous quality improvement, self-assessment and peer evaluation is developed. (CSU)

DH 85 Advanced Periodontal Dental Hygiene Care
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 79 and Concurrent Enrollment in DH 71E.
Advanced principles of periodontology for the dental hygienist, including the role of the dental hygienist in identifying appropriate surgical modalities for treatment of periodontal diseases and providing post surgical specialized periodontal maintenance care.(CSU)

DH 86 Integration of Dental Hygiene and Dentistry
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of DH 74 and Concurrent Enrollment in DH 80.
This course is designed to integrate the concepts of general dentistry and five of the dental specialties into the practice of dental hygiene. The student will learn how to collaborate with general dentists and specialists in the following fields: endodontics, oral maxillofacial surgery, orthodontics, pediatrics, and prosthetics. Students will learn how to recognize oral conditions that could indicate the need for a referral. Students will be exposed to various types of technology unique to each specialty.(CSU)

DE 55A Introduction to Dental Radiology
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in DE 51.
Limits on enrollment: Acceptance to the Allied Dental Program
Instruction in the basic principles of radiology including history, physics, characteristics, biological effects, equipment, film and digital imaging, infection control and safety. The techniques of film or sensor placement, mounting films and evaluation of images will be covered.(CSU)

DE 55B Dental Radiology
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of DE 55A.
Instruction in the advanced imaging techniques of intraoral and panoramic dental radiology. Emphasis is on evaluation and interpretation of intraoral and panoramic images utilizing recognition of anatomical landmarks, dental anatomy, restorations, and disease processes. Patient dental radiological services are provided by students after competency is demonstrated on manikins.(CSU)

DIESEL/EQUIPMENT TECHNOLOGY

DET 86.1 Farm Machinery Repair 1
(Formerly DET 83) 1.5 Units/1 hour lecture, 1.5 hours laboratory.
Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This class will investigate the use, maintenance, repair and adjustment of equipment and light utility machinery commonly used in Sonoma County agriculture. Students will study and practice the maintenance and repair of machinery and tractors.(CSU)

DET 87 Light and Medium-Duty Diesel Engines
(Formerly DET 64) 3 Units/2.25 hours lecture, 2.25 hours laboratory.
Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
The study of diesel engines and fuel systems as the power source in light or medium duty vehicles or equipment. Principles and theories are studied by running, testing, diagnosing, disassembling and reassembling components, systems, and engines.(CSU)

DET 156 California Commercial Truck Driving License Preparation
2 Units/2 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
California commercial truck class “A” written license exam preparation. Includes driving techniques, air brake inspection and pre-trip inspection information. To complete the license requirements you must take the written exam and the driving test at the California DMV.

DET 179 Diesel Shop Practices
(Formerly DET 80) 3 Units/2.25 hours lecture, 2.25 hours laboratory.
Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to diesel equipment and truck repair.
Courses: Dietetic Technology

Includes overview of trucks, agricultural equipment, and construction equipment. Workplace skills, safety, tool use and career information are included.

**DET 181 Preventive Maintenance and Inspection**
(Formerly DET 81) 3 Units/2.25 hours lecture, 2.25 hours laboratory.
Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of DET 80.
The study of preventive maintenance and inspection practices as related to diesel vehicles and machinery. Preventive maintenance inspections are practiced.

**DET 182A Diesel Engine Overhaul**
(Formerly DET 82A) 3 Units/2.5 hours lecture, 2.25 hours laboratory.
Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of DET 80 or Concurrent Enrollment in DET 179.
The operating principles and overhaul of the heavy duty diesel engine and related systems. Course involves disassembly and reassembly of engines, using service manuals to inspect components and analyze component failures.

**DET 182B Diesel Engine Fuel Systems**
(Formerly DET 82B) 3 Units/2.5 hours lecture, 2.25 hours laboratory.
Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
An in-depth study of heavy duty diesel engine fuel and electronic control systems. Students perform service, maintenance and diagnosis of diesel engine fuel systems.

**DET 184 Mobile Hydraulics**
(Formerly DET 84) 3 Units/2.25 hours lecture, 2.25 hours laboratory.
Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of DET 80.
Study of the theory, application and component parts of hydraulic systems. Emphasizes fundamentals in inspection, troubleshooting and repair of hydraulic components commonly used in agricultural and construction equipment.

**DET 185 Heavy Duty Chassis and Undercarriage Systems**
(Formerly DET 85) 3 Units/2.25 hours lecture, 2.25 hours laboratory.
Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of DET 80.
The study of heavy-duty chassis and undercarriage systems including steering, braking, and suspension systems utilized on trucks, agricultural equipment and construction equipment.

**DET 188 Heavy-Duty Power Train**
(Formerly DET 88) 3 Units/2.25 hours lecture, 2.25 hours laboratory.
Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion or Concurrent Enrollment in DET 179.
In-depth study of heavy duty drivetrain. Course covers theory, operation, diagnosis, service and overhaul of clutches, manual transmissions and rear axle assemblies.

**DET 189 Heavy Duty Equipment Electrical Systems**
(Formerly DET 189) 3 Units/2.25 hours lecture, 2.25 hours laboratory.
Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of DET 179.
Principles of operation of electrical and electronic components and systems used in trucks, construction and agricultural equipment. Introduction to electronic control systems.

**DET 190.1 Alternative Fuels and Fuel Systems**
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will provide an introduction to non-traditional fuels and conversion of internal combustion fuel systems to natural gas, bio-fuels, and other alternative fuel systems.

**DET 190.1L Alternative Fuels and Fuel Systems Lab**
1 Unit/3 hours laboratory. Grade Only. Prerequisite: Course Completion of DET 190.1.
Laboratory application of principles and practices for use of non-traditional fuels in vehicles and conversion of internal combustion fuel systems to natural gas, bio-fuels, and other alternative fuel systems.

**DET 192 Advanced Alternative Fuels: Emerging Technologies**
3 Units/1.5 hours lecture, 4.5 hours laboratory. Grade Only. Recommended: Course Completion of DET 190.1 OR AUTO 190.1. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of WELD 70 and MACH 51.
History, development, and implementation strategies for ultra low or zero emissions technologies soon to be used in commercial applications, including hydrogen cells, vegetable oil bio-fuel motors, hybrid motors, dual fuel motors, and electric motors. Examines how these technologies will be utilized in cities, farms, power generation facilities, and freight environments. Lab activities involve experimentation with and fabrication of alternative fuel components.

**DET 194 Introduction to Hybrid Vehicle Maintenance and Repair**
4 Units/3.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Principles and functions of hybrid automobiles and procedures for their maintenance, problem diagnosis and repair. Function of individual system components examined. Critical importance of safety and hybrid-unique equipment and procedures, maintenance procedures and diagnostic and repair processes for at least one type of hybrid (Parallel or Series-Parallel) taught in detail.

**DET 195 Hybrid Electric Vehicle Saftey Training for First Responders**
0.5 Unit/0.5 hour lecture, 0.33 hour laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Broad overview of HEV (Hybrid Electric Vehicle) terminology, operational principles, component layout, critical importance of safety and hybrid-unique equipment and procedures. This class is intended for First Responders (i.e. Police, Paramedic, Fire Department, and other similar personnel), although it may be taken by any interested persons.

**DET 50 Sanitation and Safety**
2 Units/2 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Basic principles of sanitation and safety and the applications of these principles to a food service operation. Emphasis on the supervisor’s responsibility to maintain a sanitary and safe work environment. (CSU.)

**DET 52 Management Training Techniques**
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Supervisory responsibilities with emphasis on managing a food service operation, including employee selection, training, evaluation, grievance procedure, documentation and dismissal, scheduling, budgeting, writing and revising policies and procedures, and preparedness for review of kitchen operation by regulatory inspectors. (CSU.)

**DET 55 Food Production Management**
2 Units/2 hours lecture. Grade Only. Prerequisite: Completion of CSKLS 371 or higher (V1) or qualifying score on Math placement test. Recommended: Eligibility for ENGL 100 or ESL 100.
The control of food purchasing, receiving procedures, food production, inventories, storeogram issues and standardized recipes for quantity food production and service. Effective management of time and equipment, the responsibilities of the production supervisor are stressed. (CSU.)

**DET 55L Food Production Clinical Experience**
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Completion of CSKLS 371 or higher (V1) or qualifying score on Math placement test. Recommended: Eligibility for ENGL 100 or ESL 100.
Course covers knowledge and skills needed to evaluate and work effectively in different quantity food production and food service systems. Practical field experience in quantity food service is provided. (CSU.)

**DET 57 Modified Diets**
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of FDMNT 10.
Review of normal nutrition and introduction to diet therapy. Application of these principles to provision of foods appropriate for diets modified to support various medical and surgical conditions. Includes clinical supervised field experience component. (CSU)

**DET 70 Introduction to Nutrition, Dietetics and Food Service**
1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Professional roles, skills, responsibilities and opportunities in the fields of nutrition, dietetics and food service management. Introduction to the history of the profession, related government agencies, scientific literature and resources, and professional code of ethics. (CSU)
DIET 99I Dietetic Technology Occupational Work Experience Internship
0.5–8 Units/Up to 34.5 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an interview, placement and verification of employment become intern position must be secured prior to enrollment. The course is for students who work in a job that is related to their chosen course of study. (CSU.)
16 Units Total (WinEx only)

DIET 106.1 Supervised Field Experience for Dietetic Technician 1
4.5 Units/1 hour lecture, 11.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of DIET 70, DIET 50, DIET 57, DIET 176 and COUN 91, OR Course Completion of FDNT 10, DIET 50, DIET 57, DIET 176 and COUN 91.
Application of nutrition and dietetics concepts to development of entry-level skills and competencies for the Registered Dietetic Technician, as required by the Accreditation Council for Education in Nutrition and Dietetics. The course includes supervised field experience in inpatient food and nutrition settings, including both acute and long-term care.

DIET 106.2 Supervised Field Experience for Dietetic Technician 2
4.5 Units/1 hour lecture, 11.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of DIET 70, DIET 50, DIET 57, DIET 176 and COUN 91, OR Course Completion of FDNT 10, DIET 50, DIET 57, DIET 176 and COUN 91.
Application of nutrition and dietetics concepts to development of entry-level skills for the Registered Dietetic Technician. The course includes supervised field experience in non-inpatient food and nutrition service programs as well as approved field experience in a rotation to complete training for entry-level job skills, as required by the Accreditation Council for Education in Nutrition and Dietetics.

DIET 176 Applied Nutrition Therapy
2 Units/2 hours lecture. Grade Only. Prerequisite: FDNT 10: Elementary Nutrition. Entry-level skills for Dietetic Technician, Registered, working with nutrition screening, assessment, development of nutrition care plans and health-promoting client education and counseling. Includes health history screening, consideration of drug-nutrient interactions, lab values, anthropometric data, conventional and alternative medicine options.

DIET 191 Counseling and Group Facilitation Skills in Healthcare
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. This is a survey and practical application course of interview and counseling techniques appropriate for professionals in Nutrition, Fitness, and Health Sciences, with an emphasis on health promotion. Theoretical focuses include Client Centered approach, Motivational Interviewing, Triangulatory Model of Behavior change, Acceptance Based Counseling and other theories of motivation.

DIET 253 Annual Update in Diet Technology
(formerly DIET 353) 0.5 Unit/0.5 hour lecture. Grade or P/NP. Experts present information on current topics of interest to those working in the fields of Nutrition and Diet Technology. Emphasis on long term care and/or school food service. Contact department for list of speakers.

DISABILITY RESOURCES DEPARTMENT

DRD 314 Success Strategies for Students with Acquired Brain Injuries
1 Unit/1 hour lecture. Grade or P/NP. This course is designed to help individuals with acquired brain injuries to improve their opportunities for successful academic, vocational and social integration. Students are provided with information to better understand the impact of brain injury on learning, relationships, and emotions. Strategies to improve memory, organization, stress management, communication, and problem solving are presented. The class is conducted in a format that includes lecture and group work.

DRD 360.1 College Success 1—Notetaking, Time Mgmt and Organization
1 Unit/1 hour lecture. Grade or P/NP. This course provides opportunities for students to explore and practice organization, time management and note-taking skills. It also includes topics specific to disability related services and campus resources.

DRD 360.2 College Success 2: Test Prep, Test Taking & Learning Styles
1 Unit/1 hour lecture. Grade or P/NP. This course provides opportunities for students to explore and practice skills addressing different learning styles, test preparation and test-taking strategies. It also includes topics specific to disability related services and campus resources.

DRD 360.3 College Success 3: Reading Methods, Concentration & Memory
1 Unit/1 hour lecture. Grade or P/NP. This course provides opportunities to explore and practice concentration, memory and reading strategies. It also includes topics specific to disability related services and campus resources.

DRD 363 Introduction to Career Development
3 Units/3 hours lecture. Grade or P/NP. This course addresses career planning and job search techniques, with an emphasis on career interests and values, labor market trends, job seeking and interview skills, and disability management in the work place.

DRD 370.1A Introduction to College and Career Preparation 1
1 Unit/1 hour lecture. Grade or P/NP. This course addresses career preparation strategies and resources for students with disabilities. In addition, students will identify opportunities for involvement in campus and community activities, and career technical education.

DRD 370.1B Introduction to College and Career Preparation 2
1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion of DRD 370.1A. This course addresses the development of a career goal and an academic plan for students with disabilities. In addition, students will learn about opportunities for involvement in campus and community activities, and career technical education.

DRD 370.2A Career Development and Work Experience 1
1 Unit/1 hour lecture. Grade or P/NP. This course addresses identifying appropriate work experience opportunities, volunteer and paid, on and off campus for students with disabilities. In addition, students will be supported in attending campus, community, and career technical education opportunities and activities.

DRD 370.2B Career Development and Work Experience 2
1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion of DRD 370.2A. This course addresses the development of work experience and job search strategies for students with disabilities. In addition, students will be
Courses: Earth and Space Science

supported in participating in campus, community, and career technical education opportunities and activities.

DRD 370.3A Transition to Employment 1
0.5 Unit/0.5 hour lecture. Grade of P/NP.
This course addresses the development of a plan for on-the-job supports and disability management in the workplace for students with disabilities. In addition, students will be supported in actively participating in the planning of a campus and/or community event or activity.

DRD 370.3B Transition to Employment 2
0.5 Unit/0.5 hour lecture. Grade of P/NP. Prerequisite: Course Completion of DRD 370.3A.
This course addresses students with disabilities transition to employment from college and the implementation of their plan for on-the-job supports. In addition, students will be supported in implementing and hosting of a campus or community event or activity.

DRD 390.3 Communication Skills
1.5 Units/0.5 hour lecture, 3 hours laboratory. Grade of P/NP.
This course will provide students with an overview of the communicative process and strategies for effective communication in daily life, especially focusing on school and workplace environments, as they relate to individuals with disabilities. Students will identify and apply strategies that address the functional limitations of his or her disability.

DRD 390.3 Success at Work
2 Units/2 hours lecture. Grade of P/NP.
This course provides students with an overview of the skills and knowledge an effective employee possesses. Course content includes information specific to the needs of an individual with a disability in the workplace. It is recommended that students who enroll in this course be currently employed or have a recent work history.

DRD 391 Campus and Community Resources
3 Units/3 hours lecture. Grade of P/NP.
This course provides students with an overview of campus and community resources and activities that contribute to academic success for students with disabilities. Examples of such resources include: Disability Resource Department, Regional Center services, and Department of Rehabilitation Services. This course will also address how students can safely and effectively access campus and community resources and activities.

DRD 700 Learning Strategies
0 Unit/3 hours by arrangement. Non-Credit Course.
This is a non-credit course for students with disabilities who need specialized tutoring or disability-related instruction to maximize their success in college coursework. Students may participate in tutoring, structured workshops, or group instruction supporting success in other college courses.

Exempt From Repeat Provisions

DRD 705 Coping Strategies for Hearing Loss
0 Unit/2 hours laboratory. Non-Credit Course.
This course provides education and support for adults with hearing loss. The course focuses on topics such as hearing technology (cochlear implants and hearing aids), community resources, and overcoming communication challenges.

Exempt From Repeat Provisions

DRD 761 Job Search Strategies
(Formerly DRD 761B) 0 Unit/3 hours by arrangement. Non-Credit Course.
This course provides individualized exploration of job search strategies for students with disabilities.

Exempt From Repeat Provisions

DRD 784 Assistive Technology Training Center Lab
(Formerly DRD 784) 0 Unit/2 hours by arrangement. Non-Credit Course. Recommended: Students will meet with an Assistive Technology Specialist for an intake appointment prior to enrolling in this course.
A lab course for students with disabilities who are able to use the Assistive Technology Training Center (ATTIC) without direct instruction. An individual adaptive technology plan is created during an intake meeting with an Assistive Technology Specialist prior to course registration. Students then participate in structured mini workshops and engage in independent lab time in order to meet individual academic access and production needs.

Exempt From Repeat Provisions

ERTHS 49 Independent Study in Earth Sciences
1-3 Units/Up to 9 hours by arrangement. Grade Only. Prerequisite: Course Completion of DRD 370.3A or DRD 370.3B. Recommended: Course Completion of MATH 155 or higher (V2).
This survey course covers advanced topics in Earth Sciences or Astronomy related discipline by literature, field, or laboratory research. UC determines credit after transfer; not counted for admission. (See a counselor for details.) (CSU;UC.)

ERTHS 85.1 Pepperwood Natural History: Physical Environment
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade of P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
A survey of the natural history of the Pepperwood Preserve, emphasizing earth sciences and native cultures (offered Fall semester only). Laboratory hours are primarily in the field and will include hiking over uneven terrain. This course (along with BIO/ERTHS 85.2) is a component of the Pepperwood Preserve Steward training program. (CSU)

ERTHS 85.2 Pepperwood Natural History- Biotic Environment
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade of P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
A survey of the natural history of the Pepperwood Preserve, emphasizing the flora, fauna, and ecology (offered Spring semester only). Laboratory hours are primarily in the field and will include hiking over uneven terrain. This course (along with BIO/ERTHS 85.1) is a component of the Pepperwood Preserve Steward training program. (CSU)

ECONOMICS

ECON 1 Principles of Macroeconomics
Formerly ECON 1A. 3 Units/3 hours lecture. Grade of P/NP. Prerequisite: Completion of MATH 155 or higher (V2). Recommended: Eligibility for ENGL 1A or equivalent.
An introduction to macroeconomic concepts and principles of economic analysis. Topics include: foundations of economic life, national income and employment, business cycles, money and banking, monetary and fiscal policy, economic growth and stability, public finance, international trade and the position of the U.S. within the context of the global economy, World Trade Organization policies, International Monetary Fund, World Bank structure, and global agricultural subsidies. (CSU;UC; C-ID:ECON 202)

AA/AS areas D,H;CSU area D;IGETC area 4

ECON 2 Principles of Microeconomics
Formerly ECON 1B. 3 Units/3 hours lecture. Grade of P/NP. Prerequisite: Completion of MATH 155 or higher (V2). Recommended: Course Eligibility for ENGL 1A.
Survey of microeconomic concepts, principles and theory. Topics include: Consumer demand, elasticity, business costs, revenues and profits, competitive market structures, monopoly, antitrust law, and international trade and finance. (CSU;UC; C-ID:ECON 201)

AA/AS areas D,H;CSU area D;IGETC area 4

ECON 12 Introduction to Economics and the Environment
3 Units/3 hours lecture. Grade of P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An introduction to environmental studies emphasizing the interplay of ecology, economics, ethics and their translation to public policy. Topics include macroeconomic design characteristics and market failure as causes of environmental degradation; socio-ecological requirements for a sustainable society; and economic tools of analysis and incentive-based policy prescriptions for resolving problems of resource scarcity and environmental pollution. Includes perspectives from microeconomics, macroeconomics, and ecological economics. Also examines the role of policy in addressing environmental issues at the local, national, and global levels. (CSU;UC.)

AA/AS areas D,H;CSU area D;IGETC area 4
EDUCATION
EDUC 55 Introduction to Teaching
3.5 Units/3 hours lecture, 2.67 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Students must show proof of current TB test to enter off-site school classrooms.
This course is designed to provide students interested in pursuing a teaching career in K-12 classrooms with theory and hands-on, practical experience working with children at local schools. Topics include teaching as a profession and career, historical and philosophical foundations of the American education system, contemporary educational issues, California's content standards and frameworks, and teacher performance standards. In addition to class time, the course requires a minimum of 45 hours of structured fieldwork in public school elementary classrooms that represent California's diverse student population. The fieldwork must be conducted in cooperation with at least one carefully selected and campus-approved certificated classroom teacher. (CSU: C-ID EDUC 200)

ELECTRONIC TECHNOLOGY
ELEC 51A Fundamentals of Electricity
3 Units/3 lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Eligibility for MATH 150A.
Basic physical principles as applied to direct and alternating current, basic circuits, units, components, and test equipment. Includes basic electronics. Electrical safety and energy conservation as applied to household and industrial appliances are evaluated. (CSU)

ELEC 53.12 Programmable Logic Controllers for Maintenance Technicians 1
2 Units/2 lecture. Grade or P/NP.
Programmable Logic Controllers for the Maintenance Technician. Identification and troubleshooting of typical controller problems; beginning to intermediate ladder logic programming; essentials of working in an industrial environment. (CSU)

ELEC 53.13 Programmable Logic Controllers for Maintenance Technicians 2
2 Units/2 lecture. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in ELEC 53.12.
Programmable Logic Controllers for the Maintenance Technician, advanced course. Advanced identification and troubleshooting of more difficult and typical controller problems, advanced intermediate to advanced ladder logic programming, teaching pendants. (CSU)

ELEC 54A Direct and Alternating Current Theory
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Completion of MATH 150B or higher or assessment test score. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to electronic components and underlying physics concepts, electrical units, direct current (DC), DC circuit analysis, batteries, magnetism, meters, alternating current (AC), capacittance, inductance, transformers, and AC circuit analysis. (CSU)

ELEC 54B Fundamentals of Electronic Devices
3 Units/2 lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of ELEC 54A. Introduction to electronic devices. Concepts of solid-state rectifier and amplifier circuits. (CSU)

ELEC 60B Fundamentals of Electronic Devices
6 Units/5 lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of ELEC 60A OR Course Completion of ELEC 60C and ELEC 60D OR Course Completion of ELEC 70A and ELEC 70AL and ELEC 70B and ELEC 70BL.
Introduction to electronic devices. Concepts of solid-state rectifier and amplifier circuits. (CSU)

ELEC 60C Modern Electronic Circuits I
6 Units/5 lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of ELEC 60B with a grade of C or better, OR Course completion of ELEC 71A and ELEC 71AL and ELEC 71B and ELEC 71BL.
Basic theory of operation of electronic power supplies, both linear and switching, electronic communications systems, and communications integrated circuits. (CSU)

ELEC 60D Modern Electronic Circuits II
6 Units/5 lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of ELEC 60C with a grade of C or better, OR Course Completion of ELEC 62 with a grade of C or better.
Basic theory of operation of various linear and digital Application Specific Integrated Circuits (ASIC). (CSU)

ELEC 64A Electronic Construction 1
2 Units/1 lecture, 3 hours laboratory. Grade Only.
Techniques in layout, fabrication, assembly, wiring, testing and identification of components for the electronic chassis and printed circuit fabrication. The course includes general safety, the use and care of hand tools, soldering and de-soldering techniques. (CSU)

ELEC 88 Computer Hardware
3 Units/2.5 lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in CS 101B.
Fundamentals of computer hardware repair and basic diagnostic tests. Emphasis on general computer operation and maintenance including a unit on laptops. Includes complete disassembly and reassembly of a PC (Personal Computer) by each student. (Lecture/Lab)(CSU)

ELEC 88.81 Computer Hardware
1.5 Units/1.5 lecture. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in CS 101B or equivalent.
An introduction to computer hardware, including: identification and operation of components on the motherboard and internal and external peripheral devices of PCs; configuration and upgrading of components and memory; metric prefixes; units used in computer terminology and number systems (decimal, binary, and hexadecimal). Emphasis on general computer operation and maintenance. (CSU)

ELEC 88.82 Advanced Computer Hardware/A+
1.5 Units/1.5 lecture. Grade or P/NP. Prerequisite: Course Completion or Concurrent Enrollment in ELEC 88.81.
The theory and operation of individual peripheral devices and operating systems including hard drives, Windows 2000, Windows XP, I/O Devices, peripherals, multimedia and troubleshooting. Partitioning, formatting of hard drive. Clean installation of an operating system (OS). Fundamentals of networking. Basic diagnostic tests. Includes complete disassembly and reassembly of a personal computer (PC) by each student. (CSU)

ELEC 98 Independent Study in Electronic Technology
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.
Independent study on a chosen area of electronic technology through independent study and research. (CSU)

ELEC 153 Programmable Logic Controllers (Formerly ELEC 533)
3 Units/2.5 lecture, 1.5 hours laboratory. Grade Only.
Fundamentals of Programmable Logic Controllers (PLCs), including PLC types, input and output devices, and ladder logic programming.

ELEC 154 Rotating Machinery
3 Units/2.5 lecture, 1.5 hours laboratory. Grade or P/NP.
Fundamentals of three-phase and single-phase rotating machinery. Includes the operation and maintenance of Direct Current (DC) and Alternating Current (AC) motors, generators, and controllers. (Lecture/Lab)

ELEC 156 Photovoltaic Systems Design and Installation
3 Units/2 lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in ELEC 51A OR Course Completion or Concurrent Enrollment in ELEC 60A. Recommended: Course Completion of MATH 150A.
Introduction to photovoltaic technology and its practical application. Focus is on residential and small commercial photovoltaic systems; how they work, the equipment required, and maximizing energy harvest in both utility interactive and off-grid applications. Provides the basic understanding required to size, site, design, and install code-compliant solar energy systems. Course is registered provider of the NABCEP Entry Level Certificate of Knowledge Exam (optional at end of semester).

ELEC 157 Advanced Photovoltaic Systems
2 Units/2 lecture. Grade Only. Prerequisite: Course Completion of ELEC 156.
Advanced topics in applied photovoltaic technology. Includes applying the National...
Courses:  Emergency Medical Care

**EMC 103 Emergency Medical Technician Basic**

5.5 Units/3 hours lecture, 3 hours laboratory, 4 hours by arrangement. Grade Only. Prerequisite: Course Completion of EMC 100. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must pass DOJ Live Scan background check. Student must have current certification in Health Care Provider CPR. Required immunizations in accordance with standard health care guidelines.

Basic level course primarily designed to meet the California State Department of Health requirements for the emergency medical technician who functions on an operational ambulance. Students are able to apply principles of anatomy, physiology and communications as they relate to the assessment of the sick and injured and rendering pre-hospital basic life support. Students will apply the above knowledge to develop manipulative skills necessary to the practice of an Emergency Medical Technician Basic. Students will be required to attend scheduled weekend activities. Students must be 18 years of age by course completion to be eligible for the State Department of Health certification. Course required for California EMT Basic certification.

**EMC 104.1 Emergency Medical Technician Basic - Refresher**

(Formerly EMC 274A) 1 Unit/0.5 hour lecture, 1.5 hours laboratory. P/NP Only. Limits on enrollment: EMT-I certificate, current or expired no more than 2 years. Current CPR card for Health Care Providers. Refresher course designed to update the knowledge and skills of the EMT-Basic (B) in compliance with the requirements as outlined by the State of California Administration Code. Basic principles learned as an EMT(B) are used in the exploration and solving of problems encountered in the pre-hospital setting. Legally Mandated Repetition

**EMC 105 Emergency Medical Services Academy**

8 Units/6 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of Current Enrollment in EMC 103. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must be 18 years of age. Must have current driver license. Must have current certification in CPR for Health Care Providers. An academy course intended for the student preparing for a career in the Emergency Medical Services field. Successful completion of this course will enable the students to build on their Emergency Medical Technician - I (EMT) training and become more qualified as an entry-level job candidates. Discipline, teamwork, and personal accountability are strongly emphasized. Academy uniform, gym apparel, and related safety equipment are required.

**EMC 107A Advanced - Emergency Medical Technician**

2.5 Units/2.5 hours lecture. P/NP Only. Limits on enrollment: As mandated by California Code of Regulations, Title 22 Division 9, Chapter 3 student must: Possess High school diploma or general education equivalent; Possess current Emergency Medical Technician (EMT) certificate in the State of California; and Possess current Basic Life Support CPR for Health Care providers according to current American Heart Association guidelines. Course leading to certification as an Advanced-Emergency Medical Technician (A-EMT) able to perform limited advanced life support in the pre-hospital setting according to standards prescribed by the California Health and Safety Code of Regulations, Title 22, Division 9, Chapter 3.

**EMC 107AL Advanced - Emergency Medical Technician Laboratory**

1 Unit/3 hours laboratory. P/NP Only. Prerequisite: Concurrent Enrollment in EMC 107A. Limits on enrollment: As mandated by California Code of Regulations, Title 22 Division 9, Chapter 3 student must: Possess High school diploma or general education equivalent; Possess current Emergency Medical Technician (EMT) certificate in the State of California; and Possess current Basic Life Support CPR for Health Care providers according to current American Heart Association guidelines. Laboratory component of course leading to certification as an Advanced-Emergency Medical Technician (A-EMT) able to perform limited advanced life support in the pre-hospital setting according to standards prescribed by the California Health and Safety Code of Regulations, Title 22, Division 9, Chapter 3.

**EMC 107B Advanced Emergency Medical Technician Clinical Practicum**

1.5 Units/1 hour lecture. P/NP Only. Prerequisite: Course Completion of EMC 107A and Course Completion of EMC 107AL. Limits on enrollment: As mandated by California Code of Regulations, Title 22 Division 9, Chapter 3 student must: Possess High school diploma or general education equivalent; Possess current Emergency Medical Technician (EMT) certificate in the state of California; Possess Current Basic Life Support CPR for Health Care providers according to current American Heart Association guidelines. Hospital and pre-hospital clinical component of course leading to certification as an Advanced-Emergency Medical Technician (A-EMT) able to perform limited advanced life support in the pre-hospital setting according to standards prescribed by the California Health and Safety Code of Regulations, Title 22, Division 9, Chapter 3.

**EMC 108 Driving Skills for Emergency Vehicle Operators**

0.25 Unit/2 hours lecture, 6 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Must have current Class “C” California Driver License and Ambulance special certificate. Designed for emergency service personnel to improve the skill level of operators of vehicles. Hands-on driving exercises to develop and improve skills in close-quarters maneuvering, backing, and routine driving activities. Legally Mandated Repetition

**EMC 109 Introduction to Paramedic**

0.25 Unit/0.25 hour lecture, 0.25 hour laboratory. Grade Only. Recommended: Course Completion of ANAT 40 OR ANAT 58 and Course Eligibility of CSMLS 372 and ENGL 100 OR ESL 100 OR ESL 102. Limits on enrollment: State regulation requires EMT-1 certification and CPR for Health Care Providers for entrance into Paramedic Program. Course is designed to prepare the student with the basic knowledge and skills necessary to succeed in the Paramedic Academy.
EMC 111 Paramedic National Registry Exam Preparation and Testing
(Formerly EMC 270D) 0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. P/NP Only. Limits on enrollment: Completion of National Registry of Emergency Medical Technician approved paramedic course. This course is designed to prepare the paramedic student who has completed training for the Paramedic National Registry skills exam. Preparation and administration of the Emergency Medical Technician - Paramedic National Registry skills exam required for paramedic licensure. Legally Mandated Repetition

EMC 114 Basic Arrhythmia Recognition Course
(Formerly EMC 275.1) 2 Units/2 hours lecture, Grade Only. Recommended: Eligibility for ENGL 100 or ENGL 102 or ESL 100. Application of basic principles of cardiac anatomy and physiology to recognize basic heart arrhythmias. Designed for health and allied health personnel who assume responsibility for cardiac monitoring in the pre-hospital and hospital setting. Legally Mandated Repetition

EMC 115 Advanced Interpretation of Arrhythmias and 12-Lead EKG
(Formerly EMC 275.5) 1 Unit/3 hours lecture, 5 hours laboratory for 4 weeks. P/NP Only. Prerequisite: Course Completion of EMC 114. Recommended: Course Completion of EMC 116. Designed for paramedical and other allied health personnel whose occupation entails interpretation and/or knowledge of 12-lead electrocardiogram (EKG). Application of principles needed to interpret a 12-lead electrocardiogram (EKG). Legally Mandated Repetition

EMC 116 Advanced Cardiac Life Support
(Formerly EMC 275.2) 0.5 Unit/5 hours laboratory, 11 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Course adheres to the American Heart Association standards that participants are physicians, RNs or paramedics actively involved or required by law to be certified as advanced life support providers. Designed for nursing, medical, para-medical or allied health personnel whose daily occupation demands proficiency and certification in the knowledge of advanced cardiac life support skills. Student is able to analyze life threatening cardiac emergencies and apply advanced principles of cardiac and respiratory anatomy and physiology. Curriculum adheres to the American Heart Association Advance Cardiac Life Support standards. Legally Mandated Repetition

EMC 118 Pediatric Advanced Life Support
0.25-0.5 Unit/Up to 5 hours lecture, 11 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Per specification of American Heart Association, to receive pediatric advanced life support certification student must be licensed physician, nurse, paramedic, respiratory care practitioners, or certified Emergency Medical Technician. This course is designed to prepare the health care professional to care for critically ill and injured children in the pre-hospital setting. Upon successful completion, the student will be awarded an American Heart Association (AHA) Pediatric Advanced Life Support (PALS) certification valid for two years. Legally Mandated Repetition

EMC 119 Pediatric Advanced Life Support Re-Recognition
0.25 Unit/2.5 hours lecture, 5.5 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Current Pediatric Advanced Life Support (PALS) provider. This course provides information and training to update pediatric advanced life support skills as required by the American Heart Association (AHA). Legally Mandated Repetition

EMC 122 International Trauma Life Support
0.5 Unit/0.25 hour lecture, 0.75 hour laboratory. P/NP Only. Limits on enrollment: Must have license as a Paramedic, Registered Nurse, Physician Assistant or Physician. Course designed to teach paramedics and other advanced providers the correct sequence of evaluation and the techniques of resuscitation and packaging of the trauma patient. The curriculum follows the American College of Emergency Physicians standards. Legally Mandated Repetition

EMC 124 Paramedic: Advanced Life Support Update
0.25 Unit/0.5 hours lecture, 5.5 hours laboratory for 1 week. P/NP Only. Limits on enrollment: Licensed paramedic A comprehensive class consisting of lecture, case-based scenario practice and skill stations that will enhance and expand the knowledge and skills of licensed paramedics in the area of infrequently practiced, practiced or expanded scope skills. This course is for licensed paramedics requiring accreditation for the Coastal Valley EMS region. Legally Mandated Repetition

EMC 130A Paramedic I - Introduction to Advanced Pre-hospital Care
12 Units/10 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Course Completion of EMC 109 and EMC 114 and ANAT 40 OR Course Completion of EMC 109 and EMC 114 and ANAT 58. (Students must successfully complete each prior course in the sequence to avoid having to repeat the entire sequence). Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of ECCLES 372 and EMC 105. Limits on enrollment: Valid California EMT Certificate; Current Cardiopulmonary Resuscitation for Health Care Providers (CPR-ACP); Ability to lift, carry and balance in excess of 125 pounds. Required immunizations in accordance with standard health care guidelines. Background screening mandated by federal and state regulations. California Department of Motor Vehicle Medical Examiner’s certificate. First course in a series leading to the completion of paramedic didactic training. Emphasis is on preparatory, airway management, patient assessment and pharmacology in the pre-hospital environment. Meets standards for both the California Health and Safety Code, Title 22 regulations and the National Emergency Medical Services Education Standards (NEMSES) as published by U.S. Department of Transportation (DOT).

EMC 130B Paramedic II - Medical Emergencies
8.5 Units/6.5 hours lecture, 6 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in EMC 130A, EMC 130C, EMC 130D and EMC 131A (Students must successfully complete each prior course in the sequence to avoid having to repeat the entire sequence.). Limits on enrollment: Enrollment in Paramedic Academy. Second course in a series leading to the completion of paramedic didactic training. Emphasis is on assessment and treatment of cardiac and other medical emergencies in the pre-hospital environment. Meets standards for both the California Health and Safety Code, Title 22 and the National Emergency Medical Services Education Standards (NEMSES) as published by U.S. Department of Transportation (DOT).

EMC 130C Paramedic III - Pediatric Emergencies
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in EMC 130A, EMC 130B, EMC 130D and EMC 131A (Students must successfully complete each prior course in the sequence to avoid having to repeat the entire sequence.). Limits on enrollment: Enrollment in Paramedic Academy. Third didactic course in a series leading to the completion of paramedic didactic training. Emphasis is on assessment and treatment of the pediatric patient in the pre-hospital environment. Meets standards for both the California Health and Safety Code, Title 22 and the National Emergency Medical Services Education Standards (NEMSES) as published by U.S. Department of Transportation (DOT).

EMC 130D Paramedic IV - Trauma Emergencies
2.5 Units/2 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in EMC 130A, EMC 130B, EMC 130C and EMC 131A (Students must successfully complete each prior course in the sequence to avoid having to repeat the entire sequence.). Limits on enrollment: Enrollment in Paramedic Academy. Fourth didactic course in a series leading to the completion of paramedic didactic training. Emphasis is on Emergency Medical Services (EMS) Operations and the assessment and treatment of the trauma patient in the pre-hospital environment. Meets standards for both the California Health and Safety Code, Title 22 and the National Emergency Medical Services Education Standards (NEMSES) as published by U.S. Department of Transportation (DOT). This is the final course in series of didactic training as outlined in Title 22.

EMC 131A Paramedic Clinical Practicum I
1 Unit/3. Hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in EMC 130A, B, C, D (Students must successfully complete each prior course in the sequence to avoid having to repeat the entire sequence.). Limits on enrollment: Enrollment in Paramedic Academy. Synthesis and application of knowledge and skills
Courses:  Engineering

acquired in paramedic didactic (EMC 130A,B,C,D) in a clinical setting to include, but not limited to the Emergency Department and various specialty units. This course meets standards mandated by the California Health and Safety Code, Title 22 and the National Emergency Services Education Standards (NEMSES) published by the United States Department of Transportation (USDOT).

EMC 131B Paramedic Clinical Practicum II
4.5 Units/13.5 hours by arrangement. Grade Only. Prerequisite: Course completion of EMC 130D and EMC 131A (Students must sequentially pass all sections to successfully complete course.). Limits on enrollment: Enrollment in Paramedic Academy

Synthesis and application of knowledge and skills acquired in paramedic didactic (EMC 130D) in a clinical setting to include, but not be limited to the Emergency Department and various specialty units. This course meets standards mandated by the California Health and Safety Code, Title 22, and the National Emergency Services Education Standards (NEMSES) published by the United States Department of Transportation (USDOT).

EMC 132 Paramedic Field Practicum
10 Units/30 hours by arrangement. Grade Only. Prerequisite: Course Completion or Current Enrollment in EMC 131B Limits on enrollment: Enrollment in Paramedic Academy

Synthesis and application of knowledge and skills acquired in paramedic clinical (EMC131A, 131B). Student will work on an approved advanced life support ambulance. This is the final course in a series designed to give students the field experience required for licensure as a paramedic in California. This course meets standards mandated by the California Health and Safety Code, Title 22 and the National Emergency Services Education Standards (NEMSES) published by the United States Department of Transportation (USDOT).

ENGR 101 Engineering Design Project
1 Unit/0.75 hour lecture, 0.75 hour laboratory. Grade or P/NP. Students will work in small groups to investigate, choose, refine and construct engineering design projects. This hands-on class allows participants to develop their engineering skills in a team-oriented environment.

ENGR 102 Robotics Design Project
1 Unit/1 hour lecture. Grade or P/NP. Students will work in small groups to design, construct, and test a small autonomous robot using the LEGO MindStorm Robotics Kits. Students gain exposure to mechanical and electrical engineering, as well as computer programming in a team-oriented environment.

ENGR 770 Supplemental Instruction: Engineering and Applied Technology
0 Unit/10 hours by arrangement. Non-Credit Course.

An open-entry, open-exit class for students who seek to expand upon their knowledge and skills in engineering related disciplines through technology projects, training, workshops, and presentations. Students will build on the skills developed in referring course(s) in the disciplines: Engineering, Electronics, Photovoltaic Technology, Civil Engineering Technology, Survey Technology, Geospatial Technology, Applied Technology, Water Treatment, Wastewater Treatment, Architecture, and Construction Management.

Exempt From Repeat Provisions

ENGLISH

ENGL 1A College Composition
3 Units/4 hours lecture. Grade Only. Prerequisite: Completion of ENGL 108B or higher (VS) OR Qualifying Test Score of 125 in ENGL.

Critical reading and discussion of college-level texts with emphasis on expository and argumentative prose. Composition predominantly of analytical, reasoned, and reflective prose with particular focus on research as it pertains to supporting expository and argumentative essays. (CSU;UC. C-ID:ENGL 100) AA/AS area A;CSU area A1A;IGETC area 1A

ENGL 1B Literature and Composition
3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of ENGL 1A with a grade of “C” or better.

Introduction to literature that emphasizes critical reading, discussion and analytic writing about works of fiction, poetry, drama, creative non-fiction, and literary criticism. This course promotes the appreciation and critical understanding of the cultural, historical, and aesthetic qualities of literature. (CSU;UC. C-ID:ENGL 120) AA/AS area A;CSU area C2;IGETC area 1B

ENGL 2 Introduction to the Novel
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A or higher (VS)

Through reading and discussion of outstanding novels students will analyze the elements of the
Courses: English

ENGL 3 Introduction to Poetry
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A or higher English Course.
Study of the nature, variety, and significance of poetry; a studious pursuit of what makes poems work, why they are valued, and how to analyze and appreciate their content and form.(CSU;UC.)
AA/AS area E;CSU area C2;IGETC area 3B

ENGL 4A Beginning Creative Writing
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 100B or higher (V8) OR Completion of ESL 100 or higher (V8).
Introductory study and writing of short fiction and poetry; drama and/or creative non-fiction. (CSU;UC. C-ID:ENGL 200)
AA/AS area E;CSU area C2;IGETC area 3B

ENGL 4B Intermediate Creative Writing
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ENGL 4A.
Intermediate study and writing of fiction and poetry; drama and/or creative non-fiction. (CSU;UC.)

ENGL 4C Advanced Creative Writing
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ENGL 4B.
Advanced study and writing of fiction and poetry; drama and/or creative non-fiction. (CSU;UC.)

ENGL 5 Advanced Composition and Critical Thinking
3 Units. 3 hours lecture. Grade Only. Prerequisite: Completion of ENGL 1A or higher (V8).
A critical reasoning and advanced composition course designed to develop critical reading, thinking, and writing skills beyond the level achieved in English 1A. The course will focus on development of logical reasoning and analytical and argumentative writing skills.(CSU;UC. C-ID:ENGL 105)
AA/AS area E;CSU area A3;IGETC area 1B

ENGL 7 Introduction to the Short Story
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A or higher (V8).
An introduction to the genre of the short story, including the elements of the form: plot, character, setting, point of view, theme, style, diction, symbolism, and figurative language.(CSU;UC.)
AA/AS area E;CSU area C2;IGETC area 3B

ENGL 9 Contemporary World Literature
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A or higher (V8).
Contemporary world literature from outside the U.S., including but not limited to Latin America, Asia, the Caribbean, the Middle East, Africa and Europe with emphasis on common current global issues in their cultural contexts.(CSU;UC.)
AA/AS areas E;CSU area C2;IGETC area 3B

ENGL 10 Introduction to Literature and the Environment
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 100B or higher (V8) OR Course Completion of ENGL 100 OR Course Completion of ESL 100.
Introduction to literature, with an emphasis on American environmental literature. Study will include major figures, themes, and historical periods; different cultural perspectives on the relationship between humans and the nonhuman world; the role women have played in the development of the genre; and the relationship between environmental literature and emerging environmental concerns.(CSU;UC.)
AA/AS areas E;CSU area C2;IGETC area 3B

ENGL 11 Introduction to Dramatic Literature
3 Units. 3 hours lecture. Grade Only. Prerequisite: Course Completion of ENGL 1A.
Introduction to dramatic literature that emphasizes critical reading, discussion and analytic writing about dramatic works. This course will cover the history of dramatic literature from Greek Theater to the present. Special attention will be paid to understanding play scripts and how they mean to the professional theater artist and theater-goer. (CSU;UC. C-ID:HTHR 114)
AA/AS area E;CSU area C2;IGETC area 3B

ENGL 12 American Literature from 1685 to the Present
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ENGL 1A or higher English Course.
Significant writers and their works from the Pre-Colonial Period to the Civil War, including both a thematic and a historical approach to literature of the period. (CSU;UC. C-ID:ENGL 130)
AA/AS area E;CSU area C2;IGETC area 3B

ENGL 100B or higher (V8) OR Course Completion of ENGL 100 OR Course Completion of ENGL 102 OR ELF 100 OR Qualifying Test Score in English.

ENGL 22 Ethnic Diversity in American Literature
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A or higher English Course.
Introduction to literature, with an emphasis on African, Asian, African American, Latino literature & arts, addressing major theoretical & analytical issues relevant to understanding the dynamic interactions between gender, race, and ethnicity in the United States.(CSU;UC.)
AA/AS areas E;CSU area C2;IGETC area 3B

ENGL 27 Introduction to Shakespeare
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: ENGL 1A or higher English Course.
Study of Shakespeare based on a reading of representative plays and selected sonnets. (CSU;UC.)
AA/AS area E;CSU area C2;IGETC area 3B

ENGL 30.2 American Literature from 1865 to the Present
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: ENGL 1A or higher English Course.
Significant writers and their works from 1865 to present, including both a thematic and a historical approach to the literature of the period. (CSU;UC. C-ID:ENGL 135)
AA/AS area E;CSU area C2;IGETC area 3B

ENGL 31 African American Arts and Literature
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ENGL 1A.
Reading, discussion and writing about significant African-American writers and artists and their works from slave period to present. The course uses both a thematic and historical approach to the literature and arts including the study of folk tales, slave narratives, political essays, spirituals, poetry, plays, cinema, music, art, biographies, and novels.(CSU;UC.)
AA/AS areas E;CSU area C2;IGETC area 3B

ENGL 33 Chicano/Chicana Arts and Literature
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A or higher with a “C” or better.
An introduction to contemporary and traditional literature, drama, cinema, art, & music created by Chicanas/Chicanos. An examination of this group's literature & arts, addressing major theoretical & analytical issues relevant to understanding the dynamic interactions between gender, race, and ethnicity in the United States.(CSU;UC.)
AA/AS areas E;CSU area C2;IGETC area 3B

ENGL 36 Lesbian, Gay, Bisexual, Transgender Arts and Literature
3 Units. 3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A or higher with a “C” or better.
Reading, discussion and writing about significant LGBT writers and artists and their works from antiquity to present. The course uses both a
thematic and historical approach to the literature and arts including the study of poetry, short stories, novels, plays, cinema, music, biographies, coded texts, and political essays. (CSU, UC) AA/AS area E-CSU area C2/IGETC area 3B

ENGL 46.2 Survey of English Literature Part 2
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A.
Reading and discussion of important works from the British Isles in the period between Beowulf and Samuel Johnson, analyzing the meaning, style, and relevance of these works, and the importance of their authors in literary history. (CSU, UC. C-ID: ENGL 165)
AA/AS area E-CSU area C2/IGETC area 3B

ENGL 49 Independent Study in English
1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Approval of the project proposal by the supervising faculty, Department Chair, and Supervising Administrator.
Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience. Students must work with an instructor who has agreed to oversee the project. UC determines credit. AFTER transfer, not counted for admission. (See a counselor for details.) (CSU, UC)

ENGL 100 College Reading and Writing
4 Units/4 hours lecture. Grade Only. Prerequisite: Completion of ENGL 302 or higher (V8) OR Qualifying Test Score in English and Concurrent Enrollment in ENGL 100X. This intensive course presents the coursework for both English 302 and 100, and is designed to prepare motivated and committed students for English 1A in a semester. During the first half of the class students will focus on reading improvement while writing short essays with particular attention to grammar, punctuation, spelling, and use of college-level vocabulary. The second half of the class students will write increasingly longer and more complex essays in response to more sophisticated college-level readings.

ENGL 305X Devmt of College Reading Writing--Accelerated, Reading Emp
4 Units/4 hours lecture. Grade Only. Prerequisite: Completion of CSKLS 313 or higher (V8) and Concurrent Enrollment in ENGL 305X OR Qualifying Test Score in English and Concurrent Enrollment in ENGL 305X. This course must be taken concurrently with ENGL 306X and develops student proficiency in academic and career/technical learning, reading, writing, and information competency skills necessary for college work. This intensive course represents the coursework for both English 305 and 306, and is designed to prepare motivated and committed students for English 100 in a single semester. In the first half of this class students will focus on reading improvement while writing shorter essays with particular attention to grammar, punctuation, spelling, and the use of college-level vocabulary. During the second half of this class, students will write increasingly longer and more complex essays and reports responding to college-level readings.

ENGL 306X Dev of College Reading Writing--Accelerated, Writing Emp
4 Units/4 hours lecture. P/NP Only. Prerequisite: Concurrent Enrollment in ENGL 305X. This course must be taken concurrently with ENGL 305X, and develops student proficiency in academic and career/technical learning, reading, writing, and information competency skills necessary for college work. This intensive course represents the coursework for both English 305 and 306, and is designed to prepare motivated and committed students for English 100 in a single semester. In the first half of this class students will focus on reading improvement while writing shorter essays with particular attention to grammar, punctuation, spelling, and the use of college-level vocabulary. During the second half of this class, students will write increasingly longer and more complex essays and reports responding to college-level readings.
ESL 309CP ESL Beginning Conversation/Pronunciation
3 Units/3 hours lecture. Grade of P/NP Recommended. ESL Placement Test score of ESL 308 or higher.
A beginning-level oral communication course designed to develop listening, speaking, and pronunciation skills necessary for successful interaction in social, academic, and workplace environments. Recommended for non-native speakers of English.

ESL 311GR Basic Grammar Review
1.5 Units/1.5 hours lecture. P/NP Only. Recommended: Qualifying placement score of ESL 308A or higher.
A communicative grammar workshop designed for high-beginning to low-intermediate ESL students to review and reinforce a variety of English grammar structures studied in ESL 308 and ESL 310.

ESL 315GR Intermediate Grammar - Intensive
1.5 Units/1.5 hours lecture. P/NP Only. Recommended: Course Completion of ESL 312 OR ESL placement score of ESL 314 or higher.
A communicative grammar course designed for intermediate ESL students to reinforce a variety of English grammar structures studied in ESL 312 and ESL 314.

ESL 317GR English as a Second Language Advanced Grammar Review
1.5 Units/1.5 hours lecture. Grade of P/NP Recommended. Course Completion of ESL 314 with a grade of “C” or better, or ESL Placement Test score of ESL 316 or higher.
A grammar workshop designed for advanced ESL students to review a variety of English grammar structures and to apply grammar revision strategies to writing.

ESL 332 ESL for Desktop Applications
1.5 Units/1.5 hours lecture. Grade of P/NP Recommended. Course Eligibility for ESL 312.
This is a course for ESL students who are interested in expanding their computer literacy skills. This ESL computer course includes reading, vocabulary, study and test-taking strategies, and written and oral communication skills. Students use Microsoft Office (Word, PowerPoint and Excel) as they develop language skills.

ESL 334 ESL for the Health Sciences
3 Units/3 hours lecture. Grade of P/NP Recommended. Course Completion of ESL 312 OR eligibility for ESL 314 or higher.
Designed to develop language skills for career preparation in the health care field. Content includes health career pathways, occupation-specific terminology and communication skills. Course content is selected to support health career training for non-native speakers of English.

ESL 335 Vocational English as a Second Language for Culinary Arts
3 Units/3 hours lecture. Grade of P/NP Recommended. Course Eligibility for ESL 314 OR Course Eligibility for ESL 716.
This course will provide a foundation for non-native English speaking students for 4 introductory Culinary Arts classes. Students will become familiar with basic culinary and food safety vocabulary; learn reading, writing and test-taking skills; and oral communication skills necessary for the professional culinary environment.

ESL 336 ESL for Desktop Applications
3 Units/3 hours lecture. Grade of P/NP Recommended. ESL Placement Test score of ESL 308 or higher.
A communicative grammar workshop designed for high-beginning to low-intermediate ESL students to review and reinforce a variety of English grammar structures studied in ESL 308 and ESL 310.

ESL 339 Intermediate Conversation/Pronunciation
2 Units/2 hours lecture. Grade of P/NP Recommended. ESL Placement Test score of ESL 314 or higher.
A communicative grammar workshop designed for intermediate-to-advanced ESL students to review and reinforce a variety of English grammar structures studied in ESL 314 and ESL 315.

ESL 353 Practical ESL for Early Childhood Professionals
3 Units/3 hours lecture. Grade of P/NP Recommended: Course completion of ESL 312 or eligibility for ESL 314 or higher.
For non-native English speakers who are preparing to work with young children ages 0–12. This class supports CHLD 51 and/or CHLD 10 and provides practice in the reading, writing, listening and speaking skills used in early childhood educational settings.

ESL 371 Intermediate Reading/ Writing/Grammar for ESL Students
9 Units/9 hours lecture. Grade of P/NP. Prerequisite: Qualifying Test Score on ESL Placement Test; OR Course Completion of ESL 312, ESL 781 or ESL 781B.
An intermediate reading, writing, and grammar course focusing on the development of pre-academic reading skills with particular focus on comprehension, critical thinking, vocabulary and rate. Paragraph structure and introduction to essays, including writing, revising, and editing. Emphasis on tenses and the development of varied sentence structure. Review of high beginning grammar and punctuation. Designed for non-native speakers of English.

ESL 371A Intermediate Reading/Writing/ Grammar for ESL Students Part 1
4.5 Units/4.5 hours lecture. Grade of P/NP. Prerequisite: Qualifying Test Score on ESL Placement Test; OR Course Completion of ESL 312, ESL 781 or ESL 781B.
The first half of an intermediate reading, writing, and grammar course focusing on the development of academic reading skills with particular focus on comprehension, critical thinking, vocabulary and rate. Paragraph structure, including writing, revising, and editing. Emphasis on tenses and the development of varied sentence structure. Review of high beginning grammar and punctuation. Designed for non-native speakers of English.

ESL 371B Intermediate Reading/Writing/ Grammar for ESL Students Part 2
4.5 Units/4.5 hours lecture. Grade of P/NP. Prerequisite: Qualifying Test Score on ESL Placement Test; OR Course Completion of ESL 371A.
The second half of an intermediate reading, writing, and grammar course focusing on the development of academic reading skills with particular focus on comprehension, critical thinking, vocabulary and rate. Paragraph structure and introduction to essays, including writing, revising, and editing. Emphasis on tenses and the development of varied sentence structure. Designed for non-native speakers of English.

ESL 371CP ESL Intermediate Conversation/Pronunciation
3 Units/3 hours lecture. Grade of P/NP. Recommended: Eligibility for ESL 371; OR Eligibility for ESL 371A or higher; OR Completion of ESL 714CP.
An intermediate oral communication course designed to improve listening, speaking, and pronunciation skills necessary for successful interaction in social, academic and workplace environments. Recommended for non-native speakers of English.

ESL 372 High-Intermediate Reading/ Writing/Grammar for ESL Students
9 Units/9 hours lecture. Grade of P/NP. Prerequisite: Qualifying Test Score on ESL Placement Test; OR Course Completion of ESL 314, ESL 371 or ESL 371B.
A high-intermediate reading, writing, and grammar course focusing on the development of academic reading skills with particular focus on comprehension, vocabulary and rate, and the basic essay process, including writing, revising, and editing. Emphasis on complex clause structures and review of intermediates grammar structures and punctuation. Designed for non-native speakers of English.

ESL 372A High-Intermediate Reading/ Writing/Grammar for ESL Part 1
4.5 Units/4.5 hours lecture. Grade of P/NP. Prerequisite: Qualifying Test Score on ESL Placement Test; OR Course Completion of ESL 314, ESL 371 or ESL 371B.
The first half of a high-intermediate reading, writing, and grammar course focusing on the development of academic reading skills with particular focus on comprehension, vocabulary and rate, and the basic essay process, including writing, revising, and editing. Emphasis on complex clause structures and review of intermediate grammar structures and punctuation. Designed for non-native speakers of English.

ESL 372B High-Intermediate Reading/ Writing/Grammar for ESL Part 2
4.5 Units/4.5 hours lecture. Grade of P/NP. Prerequisite: Qualifying Test Score on ESL Placement Test; OR Course Completion of ESL 372A.
The second half of a high-intermediate reading, writing, and grammar course focusing on the development of academic reading skills with particular focus on comprehension, vocabulary and rate, and the basic essay process, including writing, revising, and editing. Emphasis on complex clause structures and review of intermediate grammar structures and punctuation. Designed for non-native speakers of English.

ESL 372CP ESL High-Intermediate Conversation/Pronunciation
3 Units/3 hours lecture. Grade of P/NP. Recommended: Course Completion of ESL 371CP; OR Eligibility for ESL 372; OR ESL 372A or higher.
A high-intermediate level oral communication course designed to improve speaking, listening, and pronunciation skills necessary for critical
Courses: English as a Second Language

thinking in social, academic, and professional environments. Recommended for non-native speakers of English.

ESL 373 Advanced Academic Reading and Writing for ESL Students

9 Units/9 hours lecture. Grade or P/NP. Prerequisite: Qualifying Test Score on ESL Placement Test; OR Course Completion of ESL 316, ESL 372 or ESL 372B. An advanced-level academic reading and writing course focusing on the development of academic English skills with emphasis on reading comprehension, critical analysis, vocabulary development, essay writing, editing and revision techniques, and research. Designed for non-native speakers of English.

ESL 373A Advanced Academic Reading and Writing for ESL Students Part 1

4.5 Units/4.5 hours lecture. Grade or P/NP. Prerequisite: Qualifying Test Score on ESL Placement Test; OR Course Completion of ESL 316. The first half of an advanced-level academic reading and writing course focusing on the development of academic English skills with emphasis on reading comprehension, critical analysis, vocabulary development, essay writing, editing and revision techniques, and research. Designed for non-native speakers of English.

ESL 373B Advanced Academic Reading and Writing for ESL Students Part 2

4.5 Units/4.5 hours lecture. Grade or P/NP. Prerequisite: Qualifying Test Score on ESL Placement Test; OR Course Completion of ESL 373A. The second half of an advanced-level academic reading and writing course focusing on the development of academic English skills with emphasis on reading comprehension, critical analysis, vocabulary development, essay writing, editing and revision techniques, and research. Designed for non-native speakers of English.

ESL 373CP ESL Advanced Conversation/Pronunciation

3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of ESL 372 or Course Completion of ESL 373 or ESL 373A or higher. An advanced-level oral communication course designed to improve speaking, listening, and pronunciation skills necessary for critical thinking in academic, professional and social environments. Recommended for non-native speakers of English.

ESL 390.1 ESL for Child Development: Child, Family and Community

1 Unit/1 hour lecture. Grade or P/NP. This course is designed for non-native English speaking students in the child development field with a specific focus on the child, family and community relationships. This class supports and is linked with CHLD 90.1 and CHLD 190.1 and provides practice in the reading, writing, listening, and speaking skills used in exploring the diversity of family systems, sociocultural factors affecting the child’s development, and the socializing influences of community.

ESL 390.4 VESL for Child Development: Introduction to Curriculum

1 Unit/1 hour lecture. Grade or P/NP. This course is designed for non-native English speaking students in the child development field with a specific focus on curriculum for children. This class supports and is linked with CHLD 90.4 and provides practice in the reading, writing, listening, and speaking skills used in planning and implementing curriculum for young children ages 0-8.

ESL 701 Development of Literacy Skills for Native Spanish Speakers

0 Unit/6 hours laboratory. Non-Credit Course. Development of literacy skills in native language. Includes reading, writing, and survival skills necessary for success in workplace, academic and social settings. Designed for native Spanish speakers. Exempt From Repeat Provisions

ESL 712 Beginning Non-Credit ESL Literacy

0 Unit/6 hours lecture. Non-Credit Course. Non-Credit English as a Second Language Literacy is for non-native speakers of English with little or no ability to read and write in English due to limited transfer skills in first language. Exempt From Repeat Provisions

ESL 713 Low Beginning Non-Credit English as a Second Language

0 Unit/6 hours lecture. Non-Credit Course. Beginning-Low Non-Credit English as a Second Language is for non-native speakers of English with little or no ability to function independently in English in everyday situations. Exempt From Repeat Provisions

ESL 713CP Beginning-Low Non-Credit ESL Conversation/Pronunciation

0 Unit/3 hours lecture. Non-Credit Course. Recommended: Concurrent or previous enrollment in ESL 713. This class is for non-native speakers of English with the ability to function independently in English in everyday situations. Recommended on reading and writing skills needed in a variety of academic, vocational, and community settings. Exempt From Repeat Provisions

ESL 714 High Beginning Non-Credit English as a Second Language

0 Unit/6 hours lecture. Non-Credit Course. Beginning-High Non-Credit English as a Second Language is for non-native speakers of English with limited ability to function independently in English in everyday situations. Exempt From Repeat Provisions

ESL 714CP Beginning-High Non-Credit ESL Conversation/Pronunciation

0 Unit/3 hours lecture. Non-Credit Course. Recommended: Concurrent or previous enrollment in ESL 714. This class is for non-native speakers of English with limited ability to function independently in English in everyday situations. Particular emphasis on vocabulary development, pronunciation and oral language skills needed in real-life settings. Exempt From Repeat Provisions

ESL 715 Low Intermediate Non-Credit English as a Second Language

0 Unit/6 hours lecture. Non-Credit Course. Intermediate-Low, Non-Credit English as a Second Language is for non-native speakers of English with the ability to function independently in English in everyday situations. Exempt From Repeat Provisions

ESL 716 High Intermediate Non-Credit English as a Second Language

0 Unit/6 hours lecture. Non-Credit Course. Intermediate-High, Non-Credit English as a Second Language is for non-native speakers of English with the ability to function independently in English in professional, academic and community settings. Exempt From Repeat Provisions

ESL 716CP Intermediate Non-Credit ESL Conversation/Pronunciation

0 Unit/3 hours lecture. Non-Credit Course. Recommended: Course Completion or Concurrent Enrollment in ESL 715 OR ESL 716. This class is for non-native speakers of English with the ability to function independently in English in most contexts. Particular emphasis on vocabulary development, pronunciation and oral language skills needed for effective communication in academic, vocational, and community settings. Exempt From Repeat Provisions
Courses: Equine Science

**ENVS 12 Introduction to Environmental Science**
3 Units/3 hours lecture. Grade or P/NP Recommended: Completion of or concurrent enrollment in ENGL 100 or ESL 100. Eligibility for ENGL 1A.

Introduction to environmental issues from a scientific perspective, focusing on physical, chemical, and biological processes within the Earth system, the interaction between humans and these processes, and the role of science in finding sustainable solutions. Topics include ecological principles, biodiversity, climate change, sustainability, renewable and non-renewable energy, water resources, air and water pollution, and solid waste management.(CSU;UC.)

AA/AS areas C,H,CJ,C area B1,G,E,T area 5A

**ENVST 40 Environmental Forum**
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

A series of lectures, readings, and classroom discussions on topics of environmental concern including an introduction to the field of environmental studies, four to six guest lectures on various environmental topics, and an introduction to employment opportunities within the field. Presentations given by guest lecturers. Topics change from semester to semester.(CSU;UC.)

**EQUINE SCIENCE**

**EQSCI 25 Equine Science**
(Formerly AG 25) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.

A survey of the equine industry. Selection, feeding, breeding, facilities, handling and diseases of horses will be emphasized to ensure scientifically based management decisions.(CSU;UC.)

**EQSCI 51 Equine Nutrition**
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

This course will enable a student to develop a horse feeding program with regard to horse type, level of activity, available feedstuffs, cost factors and basic nutritional requirements. Feeding for maintenance, growth and reproduction as well as feeding methods.(CSU)

**EQSCI 52 Equine Health**
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

Course introduces the diseases and lameness associated with the musculoskeletal system, as well as diseases of the respiratory, digestive, neurological, reproductive and other major organ systems.
systems of the horse. Emphasis is on preventive
maintenance and necessary managerial practices
needed to keep the equine athlete, broodmare or
family horse in good health.(CSU.)

EQSCI 53 Equine Reproduction
(formerly AG 114) 1 Unit/1 hour lecture. Grade or P/NP. Recom-
mended: Eligibility for ENGL 100 or ESL 100.
This course combines the study of basic genetic
principles with the study of the anatomical and
physiological aspects of reproduction as they
relate to equine reproduction. Genetic principles
to be emphasized include basic inheritance,
selection techniques, mating systems, heterosis,
and performance evaluation. Reproductive aspects
to include endocrinology, estrus cycles, mating
behaviors, gametogenesis, conception, gestation,
parturition, and maternal behaviors. Artificial
insemination, embryo manipulation, and current
innovations in productive biotechnology will also
be examined.(CSU.)

EQSCI 60 Equine Anatomy and Physiology
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility
for ENGL 100 or ESL 100.
This course investigates the gross anatomy and
physiology of the horse. All the major body organs
will be studied in relation to their function in the
horse.(CSU.)

EQSCI 80 Equine and Stable Management
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recom-
mended: Eligibility for ENGL 100 or ESL 100.
This course will provide students an understanding
of management considerations to be better
prepared for running and/or managing an equine
enterprise. Topics covered will be: horse facilities;
health care; equipment and tack; trailering
horses; conditioning; pasture management; and
managing the stalled horse.(CSU.)

EQSCI 101 Horse Handling Skills
(formerly AG 190) 1.5 Units/1 hour lecture, 1.5 hours laboratory.
Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to fundamental handling of the
horse. Covers horse behavioral patterns and safe
horse handling skills, such as lunging and round
pen training. Also explores the safe interaction of
horse and rider as it relates to grooming, saddling,
briddling and interpreting equine behavior.

EQSCI 102A Beginning
Horsemanship and Riding
(formerly AG 180A) 1.5 Units/1.5 hours lecture, 0.5 hour labora-
tory. Grade or P/NP. Prerequisite: Course Completion in EQSCI 101.
Introduction to grooming, saddling, briddling
and riding skills. Acquire basic knowledge of
equipment and safety procedures. Use of riding
aids and transitions.

EQSCI 120 Introduction to
Therapeutic Riding Principles
(formerly AG 110) 1 Unit/1 hour lecture. Grade or P/NP. Recom-
mended: Eligibility for ENGL 100 or ESL 100.
An overview of the history, organization, principles
and procedures in a therapeutic riding program for
persons with disabilities. Skills and training required
for staff, instructors, therapists, and volunteers will
be covered in this course. The student will also
learn how to select and care for a therapy horse.

EQSCI 121 Therapeutic Riding
Program Procedures
(formerly AG 111) 1.5 Units/1 hour lecture, 2 hours laboratory.
Grade or P/NP. Prerequisite: Course Completion of EQSCI 120. Recom-
mended: Eligibility for ENGL 100 or ESL 100.
Theory and practical application of the skills
necessary to assist in providing a safe, challenging
and effective therapeutic riding experience to
participants with disabilities. Familiarization
with the use of adaptive equipment, saddle/tack
fitting and lesson structure. Assessment, selection,
handling, training, and management practices of
program horses.

EQSCI 122 Therapeutic Riding
Program Operations
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Comple-
tion of EQSCI 120. Recommended: Eligibility for ENGL 100 or ESL 100.
A survey course designed for the individual
interested in operating or working in a therapeutic
riding program. Understanding the client base:
what disabilities may be served, and how their
needs can most effectively be addressed in the
therapeutic riding setting. Aspects of business
organization, physical plant operations, personnel
procedures and inter-agency relations will be
presented.

EQSCI 151 Introduction to Equine
Acupuncture and Massage
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for
ENGL 100 or ESL 100 and Course Completion of EQSCI 60.
An introduction to equine acupressure and
massage methods that improve performance and
behavior in the horse.

EQSCI 170 Farrier Science
(formerly AG 166A) 3 Units/3 hours lecture. Grade or P/NP. Recom-
mended: Eligibility for ENGL 100 or ESL 100.
Basic anatomy and physiology of the horse’s
limbs and feet. Causes, treatment and prevention
of common lameness problems, horseshoeing
terminology and guidelines for assessing a proper
horseshoeing job.

FASH STUDIES

FASH 52.2 Visual Merchandising
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP.
Recommended: Eligibility for ENGL 100 or ESL 100.
The study of creative fashion presentations as used
by merchandisers. Students will study all aspects of
fashion display, including design principles, color,
lighting, signs, graphics, fixtures, props, accessories,
and mannequins. Students will produce various
display windows.(CSU.)

FASH 53 Fashion Analysis
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recom-
mended: Eligibility for ENGL 100 or ESL 100.
Study of color, line, and design principles related to
clothing and appearance. Wardrobe planning and
management, figure analysis, and accessorizing
and grooming techniques provided to assist in
image development. Social and psychological
aspects of clothing, fashion cycles and trends, and
consumer issues related to the selection and use of
clothing included.(CSU.)

FASH 56A Fashion Design and Illustration
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recom-
mended: Eligibility for ENGL 100 or ESL 100.
An introduction to the aesthetic, functional, and
structural principles of fashion design and their
application to fashion drawing and illustration.
Principles of figure drawing of women, men, and
children included.(CSU.)

FASH 60 Draped Design
(formerly CLTX 60) 2 Units/1.5 hours lecture, 1.5 hours laboratory.
Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100
and Course Completion or Concurrent Enrollment in FASH 70A.
Use of a dress form and draping techniques to
create original designs without patterns. Students
may use industry dress forms or create a personal,
custom-fitted form in class. Resources for dress
forms will be discussed in class. Construction of
garment from an original draped design required.
Basic sewing knowledge recommended.(CSU.)

FASH 62A Flat Pattern Design 1
(formerly CLTX 50A) 2 Units/1.5 hours lecture, 1.5 hours laboratory.
Grade or P/NP. Recommended: Course Completion or Concurrent
Enrollment in FASH 70A.
The student will learn basic patternmaking skills
using the Flat Pattern Method. A basic fitting
pattern is developed and used to create patterns
for original, individual designs. Patterns for skirts,
pants, tops, dresses, sleeves, collars, and knits are
discussed. Construction of a garment from an
original design and pattern required.(CSU.)

FASH 70A Clothing Construction 1
(formerly CLTX 70A) 1.5-3 Units/U to 2 hours lecture, 3.5 hours
laboratory. Grade or P/NP. This clothing construction class is designed
to provide the student with basic sewing skills, fitting
and alteration techniques of a commercial pattern,
knowledge of basic sewing equipment, and
pressing techniques appropriate for the pattern
design and fabric selected. Projects and samples
required.(CSU.)
FASH 70B Clothing Construction 2
(Formerly CLTX 70B) 1.5-3 Units/Up to 2 hours lecture, 3.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of FASH 70A.
This clothing construction class is designed to provide the student with continued support to build on skills learned in Fashion 70A while introducing them to intermediate to advanced sewing skills to develop competence in working with patterns, specialty fabrics, napped fabrics and more complex sewing techniques. Projects and samples required.(CSU)

FASH 106 Alterations of Readymade Clothes
(Formerly FASH 75) 1. Unit/1 hour laboratory, 0.5 hour laboratory. Grade or P/NP. Recommended: Course Completion of FASH 70A.
Techniques in fitting methods and altering of women’s, men’s, and children’s ready-to-wear clothing.

FASH 121A Sewing with Knits: Basic Tee Shirts
0.5 Unit/0.5 hour lecture, 0.67 hour laboratory. Grade or P/NP. Basic tee shirt construction. Includes use of ribbing, collars, and a variety of necklines.

FASH 121B Advanced Sewing with Knits
0.5 Unit/0.33 hour lecture, 0.75 hour laboratory. Grade or P/NP. Prerequisite: Course Completion of FASH 121A. Advanced garment construction with knits.

FASH 139 Fashion Entrepreneurship
(Formerly FASH 58) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
An in-depth study of the business of apparel, sewn product, and related small fashion enterprises, including legal aspects of business ownership.

FASH 152 Fashion Show
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
The study of how fashion shows sell merchandise. Students plan all aspects of the show including the staging, lighting, music, models, modeling, commentary, and rehearsals. Students will produce a full-scale fashion show.

FIRE TECHNOLOGY

FIRE 56 Fire Hydraulics
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CSKS 372 or a passing score on the Math placement test; AND Course Completion of FIRE 71 or equivalent. Recommended: Eligibility for ENGL 100 or ESL 100.
A review of the math, calculations, principles and variables concerning the application of water as utilized in the fire service including an overview of the properties of water, the use of fire streams, formulas and mental calculations, types of pumps and water supplies, the regulations and standards associated with water delivery systems and the practical application of hydraulics in pumping exercises.(CSU)

FIRE 61 Fire Investigation
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Determining cause of fires (structure, vehicle and wildland) and their behavior as it relates to fire investigation; introduction to arson, incendiarism, fatal fires and explosions; related laws; recognizing and preserving evidence; interviewing witnesses and suspects; arrest and detention procedures; court procedures and giving court testimony. A fire investigation conducted in the field is required as part of the course. Upon successful completion of the course, the student will be awarded a Fire Investigation 1A certificate from the State Fire Marshal’s office.(CSU)

FIRE 71 Fire Protection Organization
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This course provides an introduction to fire protection; career opportunities in the fire service and related fields; history of fire protection; the organization and function to public and private fire protection services; fire departments as a part of local government; fire service nomenclature; specific fire protection functions; basic fire chemistry and behavior; introduction to fire protection systems and an introduction to strategy and tactics and building construction.(CSU)

FIRE 72 Fire Behavior and Combustion
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Theory and fundamentals of fire ignition, extension, behavior and control. An in-depth study of fire chemistry, fire characteristics of materials, extinguishing and fire control techniques.(CSU)

FIRE 73 Fire Prevention Technology
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This is a state mandated course that provides the fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationship of fire prevention to fire safety education and detection and suppression systems. There is a minimum of one site visit required for both classroom and online offering.(CSU)

FIRE 74 Fire Protection Equipment and Systems
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
An in-depth study of the systems used to provide built-in fire protection to structures including, water systems, fire detection and alarm systems, smoke management systems, fire pumps, automatic fire sprinkler systems, residential fire sprinkler systems, standpipe and hose systems, special extinguishing systems and portable fire extinguishers.(CSU)

Courses: Fire Technology

FIRE 76 Building Construction for Fire Protection
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This is a State mandated core course that identifies the different types of elements of construction and design that effect structural firefighting. This course is the study of the components of building construction that relate to fire safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at fires. The development and evolution of building and fire codes, and studies in relationship to past fires in residential, commercial, and industrial occupancies. There is one site visit required for both classroom and on-line offerings.(CSU)

FIRE 77 Hazardous Materials for Public Safety
3 Units/2.75 hours lecture, 0.25 hour laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
A comprehensive study of hazardous materials, and emergency response to hazardous material incidents. Includes basic hazardous material chemistry, regulations, toxicology, the tactics and strategy of mitigation, decontamination, and scene management. Students will receive certificates in Hazardous Materials Incident Commander, First Responder Operations and First Responder Operations Decon from the California Specialized Training Institute (CSTI). This course is Police Officers Standards and Training (POST) certified.(CSU)

FIRE 78 Principles of Fire and Emergency Services Safety-Survival
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This course introduces the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavioral change throughout the emergency services regarding first responder deaths and injuries.(CSU)

FIRE 99I Fire Technology Occupational Work Experience Internship
0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only Prerequisite: Course Completion of FIRE 208. 1. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an application, interview, placement and verification of employment because intern position must be secured prior to enrollment. Fire Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning that relates to the students’ educational or occupational goal in Fire Technology. Students eligible for internships will have declared a major in Fire Technology, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students will acquire new knowledge, skills, and abilities to prepare for
Courses: Fire Technology

a career in Fire Technology (CSU)
16 Units Total (WinEx only)

FIRE 107A Volunteer Firefighter Skills
1.5 Units/0.5 hour lecture, 3 hours laboratory. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must pass a criminal background check as required by the respective Sonoma County Fire agency where instruction occurs and possession of a current Class C California Driver’s license. Medical history statement and cardiac risk assessment signed by a physician for participation in physical activities including climbing, carrying and lifting heavy equipment (65-100 lbs.), rescue body drags (165 lbs.), and live fire exercises (crawling and pulling pressurized hose lines).

This is a basic operations course designed to provide the student with an overview of both manipulative and technical firefighting operations and procedures necessary to safely function as a volunteer firefighter. This course is designed to be a pathway for meeting many of the requirements for California State Firefighter I certification.

FIRE 107B Advanced Volunteer Firefighter Skills
4 Units/3.25 hours lecture, 2.25 hours laboratory. P/NP Only. Prerequisite: Course Completion or Current Enrollment in FIRE 107A. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Current Class C California Driver’s License, Medical history statement and cardiac risk assessment signed by a physician for participation in physical activities including climbing, carrying and lifting heavy equipment (65-100 lbs.), rescue body drags (165 lbs.), and live fire exercises (crawling and pulling pressurized hose lines).

An extended format course designed to provide the student with an overview of both manipulative and technical firefighting operations and procedures necessary to safely function as a volunteer firefighter. This course is designed to be a pathway to meet many of the requirements for California State Firefighter I certification including Hazardous Materials First Responder, State Fire Training Confined Space Awareness, ICS-200, Title 22 First Aid and National Wildfire Coordinating Group S-130, 131 and 190.

FIRE 200.1 Training Instructor 1A
2 Units/2 hours lecture, 0.25 hour laboratory. P/NP Only. Prerequisite: Course Completion of FIRE 71 or equivalent. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of FIRE 208.1 or equivalent.

Provides fire and emergency services personnel a variety of instructional methods and techniques relative to cognitive training using the latest concepts of career-technical education and to select, develop, organize, and utilize instructional material appropriate for teaching technical fire technology lessons. Upon successful completion of the course, the student will be awarded a Training Instructor 1A certificate from the State Fire Marshal’s office.

FIRE 200.2 Training Instructor 1B
2 Units/2 hours lecture, 0.25 hour laboratory. P/NP Only. Prerequisite: Course Completion of FIRE 71 or equivalent. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of FIRE 208.1 or equivalent.

Provides fire and emergency services personnel a variety of instructional methods and techniques relative to psychomotor training using the latest concepts of career-technical education and to

FIRE 204A Command 1A
1.5 Units/1.25 hours lecture, 0.25 hour laboratory. P/NP Only. Prerequisite: Course Completion of FIRE 201. Limits on enrollment: The State Fire Marshal’s Office requires successful completion of I-100 class. This course provides an introduction to the principles of command, an overview of the concepts of command safety, the risk management process, pre-incident planning considerations, command at structural fire incidents, initial actions at an incident including incident priorities, strategy and tactics and post incident actions. Students will also participate in a variety of structural fire scenarios. Upon successful completion, the student will be awarded a Command 1A certificate from the State Fire Marshal’s office.

FIRE 204B Fire Command 1B
1.5 Units/1.25 hours lecture, 0.25 hour laboratory. P/NP Only. Prerequisite: Course Completion of FIRE 204A or FIRE 204A of equivalent. This course is designed to apply the principles contained in Fire Command 1A to the problems associated with multi-casualty, hazardous materials, and wildland fire incidents. Upon successful completion, the student will be awarded a Fire Command 1B certificate from the State Fire Marshal’s office.

FIRE 204C Command 1C
2 Units/2 hours lecture, 0.25 hour laboratory. P/NP Only. Prerequisite: Course Completion of FIRE 204A. Limits on enrollment: The State Fire Marshal’s Office requires that students successfully complete State Fire Training Course S-290.

This course is designed to provide the structural company officer with the information necessary to conduct effective firefighting operations in the wildland urban interface (WUI). Topics include a brief history of firefighting in the WUI, community partnership initiatives, jurisdictional authority and responsibilities, company officer responsibilities and leadership fundamentals, California fire behavior, collecting and using wildland fire weather, fuels and topographical information, managing risk at a WUI fire, pre-incident considerations, readiness of assigned personnel and equipment, radio communications, the availability and capability of resources and their needs, size-up and report on conditions, WUI fire suppression considerations, WUI plan of action, mobilization and response to an expanding incident, written incident action plan (IAP) familiarization and administrative duties of mobilization. Upon successful completion, the student will be awarded a Command 1C certificate from the State Fire Marshal’s office.

FIRE 206 CAL FIRE Wildland Firefighter Academy
1.33 Units/70 hours by arrangement for 1 week. P/NP Only. Prerequisite: Course Completion of FIRE 208.1 or equivalent.

An intensive study of wildland firefighting, fire control strategy and tactics, mobile attack, wildland hose lays and handline construction and wildland safety and survival, and a field skills day is included with live fire operations. Course also includes two overnight sessions. Students must adhere to the same dress, rules and conduct as prescribed.
in the Firefighter I Academy. Upon successful completion, students receive a CAL FIRE Basic Firefighter Certificate.

Legally Mandated Repetition

FIRE 208 Introduction to Firefighter I Academy
1.5 Units/1.25 hours lecture, 0.75 hour laboratory. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Current Class C California Driver License. A Fire Program Medical Clearance Statement signed by a physician for participation in a rigorous fitness program and other physical activities including running a mile and a half, climbing, rappelling, carrying and lifting heavy equipment (65-100 lbs.), rescue/body drags (165 lbs.) and live fire exercises (crawling and pulling pressurized hose lines). Said statement is valid one year from the date of endorsement. This course is designed to prepare the student with the basic knowledge and skills necessary to succeed in the Firefighter I Academy and is a prerequisite for that class.

FIRE 208.1 Firefighter I Academy
15 Units/18 hours lecture, 16 hours laboratory. Grade Only. Prerequisite: Course Completion of FIRE 71 and EMC 100 and FIRE 208 (or their equivalent as determined by the Dean of Public Safety Instruction). Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Current Class “C” California Driver License. A Fire Program Medical Clearance Statement signed by a physician for participation in a rigorous fitness program and other physical activities including climbing, rappelling, carrying and lifting heavy equipment (65-100 lbs.), rescue/body drags (165 lbs.) and live fire exercises (crawling and pulling pressurized hose lines). Said statement is valid one year from the date of endorsement. An intensive series of skills and knowledge needed for the entry level professional firefighter to perform his/her duties safely, effectively and competently. Combined with Emergency Medical Technician, meet the educational requirements for Firefighter I certification as established by the State Board of Fire Services. Course also includes two overnight sessions. Upon successful completion of the wildland component, students also receive a CAL FIRE Basic Firefighter Certificate.

FIRE 208.4 Firefighter I Capstone Training
1 Unit/1.5 hours lecture, 23 hours laboratory for 2 weeks. P/NP Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: A signed statement by the agency’s Fire Chief or designee stating the sponsored student has completed all SFT training requirements and skills sheets for FFI. This course prepares students to meet the State Fire Training (SFT) requirements for Firefighter I (FFI) including the capstone knowledge and skills necessary to pass FFI. Upon successful completion, students will receive a pass letter from SFT and a completion certificate from the State Board of Fire Services.

Legally Mandated Repetition

FIRE 209 Fire Origin and Cause Determination
1.5 Units/1.25 hours lecture, 1 hour laboratory. P/NP Only. Recommended: Course Completion of FIRE 71 AND Eligibility for ENGL 100 or ESL 100. This course covers the principles of fire investigation and the roles and responsibilities of a fire investigator, fire investigation and arson laws, the legal aspects of fire investigation, search and seizure procedures, documentation of fire scenes, evidence collection, fire behavior and chemistry and its effect on fire investigations, accidental ignition sources, principles of electricity and electrical ignition sources, arson fire indicators, incendiary devices, vehicle, structural and wildland fire investigation, the effect of explosions on fire investigations. Upon successful completion of the course, the student is awarded a Fire Investigation 1A certificate from the State Board of Fire Services.

FIRE 212 Rescue Systems 1
1 Unit/0.5 hour lecture, 1.75 hours laboratory. Grade or P/NP. Prerequisite: FIRE 208.1 or equivalent. This course is designed to provide an overview of the California Urban Search and Rescue System (US&R) with an emphasis on the principles and techniques used to rescue persons trapped in a structural collapse incidents using the Incident Command System (ICS). Legally Mandated Repetition

FIRE 219 S-290 Intermediate Wildland Fire Behavior
0.5 Unit/32 hours laboratory for 1 week. P/NP Only. Prerequisite: Course Completion of FIRE 71. Limits on enrollment: S-190 or equivalent. An intermediate course designed to provide the student with wildland fire behavior knowledge applicable for safe and effective wildland fire management activities. Upon successful completion, students will be awarded a S-290 certificate from the State Board of Fire Services.

FIRE 241 Driver Operator 1A
1 Unit/1.25 hours lecture, 1 hour laboratory. P/NP Only. Prerequisite: FIRE 208.1 or equivalent fire service experience. Limits on enrollment: Must have an available Class B California State driver’s license. Provide fire service personnel with the knowledge of the laws and requirements that pertain to emergency vehicle operation. Utilize the techniques and knowledge learned to demonstrate various driving skills.

Legally Mandated Repetition

FIRE 258 Driver Operator 1B
2 Units/2 hours lecture, 0.25 hour laboratory. P/NP Only. Recommended: Course Completion of FIRE 71 or equivalent. Limits on enrollment: Valid California Driver’s License and an endorsement to operate a fire apparatus issued by the Department of Motor Vehicles and signed by the fire chief of a recognized fire agency. This is a State certified Fire Service Training and Education Program (FSTEP) course that provides specific training on fire hydrantics, fire apparatus pump construction, operations, inspection, maintenance and troubleshooting. Upon satisfactory completion, the student will receive a certificate from the State Fire Marshal’s Office.

Legally Mandated Repetition

FIRE 270.1 All Risk Command Operations for Company Officers
1 Unit/2 hours lecture, 8 hours laboratory for 4 weeks. P/NP Only. Prerequisite: Course Completion of FIRE 71. Recommended: Eligibility for ENGL 100 or ESL 100. An overview of the information necessary to conduct incident size-up and the development and implementation of initial plans of action involving single and multifire operations for various types of emergency incidents as well as mitigating the situation following agency safety procedures, conducting pre-incident planning and developing and conducting a post-incident analysis. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

FIRE 270.2 Wildland Incident Operations for Company Officers
1 Unit/2 hours lecture, 8 hours laboratory for 4 weeks. P/NP Only. Prerequisite: Course Completion of FIRE 208.1. Recommended: Eligibility for ENGL 100 or ESL 100. An overview of the information necessary to evaluate and report incident conditions, analyze incident needs, develop and implement a plan of action to deploy incident resources, completing all operations to suppress a wildland fire, establishing an incident command post, creating an Incident Action Plan (IAP), and completing incident records and reports. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

FIRE 270.3 Hazardous Materials Incident Commander
2 Units/2.25 hours lecture. P/NP Only. Prerequisite: Course Completion of FIRE 71. Recommended: Eligibility for ENGL 100 or ESL 100. A study of the emergency response to Hazardous Material (Hazmat) incidents with an emphasis on the role of the Incident Commander (IC) as defined by OSHA Hazardous Waste Operations and EmergencyResponse (Hazwoper) regulations, including basic hazardous materials chemistry, regulations, the tactics and strategy of mitigation, decontamination, and scene management. Upon successful completion, students will receive a certificate in Hazardous Materials IC from the California Specialized Training Institute (CSTI).

FIRE 271.1 Human Resource Management for Company Officers
1 Unit/2 hours lecture, 8 hours laboratory for 4 weeks. Grade or P/NP. Prerequisite: Course Completion of FIRE 71. Recommended: Eligibility for ENGL 100 or ESL 100. An overview of the use of human resources to accomplish assignments, evaluating members performance, supervising personnel and integrating health and safety plans, policies and procedures into daily activities as well as the emergency scene. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

FIRE 271.2 Fire Administration for Company Officers
1 Unit/10 hours lecture for 2 weeks. P/NP Only. Prerequisite: Course Completion of FIRE 71 (Completion of basic fire academy or equivalent as determined by the Dean of Public Safety Instruction.). Recommended: Eligibility for ENGL 100 or ESL 100. An overview of the general administrative functions and the implementation of department policies and procedures and conveying the fire department’s role, image and mission to the public. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.
Courses: Floristry

FIRE 272 Fire Inspections and Investigations for Company Officers
1 Unit/2 hours lecture, 8 hours laboratory for 4 weeks. P/NP Only. Prerequisite: Course Completion of FIRE 208.1 (Completion of Basic Fire Academy or equivalent as determined by the Dean of Public Safety Instruction.). Recommended: Eligibility for ENGL 100 or ESL 100. An overview of the information necessary to conduct inspections, identify hazards and address violations, performing a fire investigation to determine preliminary cause and to secure the incident scene and preserve evidence. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

FIRE 273.1 Fire Service Instructor 1
1 Unit/2 hours lecture, 8 hours laboratory for 4 weeks. P/NP Only. Prerequisite: Course Completion of FIRE 71 (Completion of Basic Fire Academy or equivalent as determined by the Dean of Public Safety Instruction.). Recommended: Eligibility for ENGL 100 or ESL 100. This course provides the skills and knowledge necessary for the entry level professional instructor to perform his or her duties safely, effectively, and competently. The curriculum is based on the 2012 edition of National Fire Protection Association (NFPA) 1041 Standard for Fire Service Instructor Professional Qualifications. At the end of this course, candidates for Fire Service Instructor 1 certification will be able to teach and deliver instruction from a prepared lesson plan utilizing instructional aids and evaluation instruments. The Fire Service Instructor 1 will also be able to adapt a lesson plan and complete the reporting requirements to the local jurisdiction. This Company Officer course is one of a series required for Company Officer Certification by California State Fire Training. Upon successful completion, the student will be awarded a completion certificate from the State Board of Fire Services.

FIRE 708 Basic Fire/EMC Practices
0 Unit/6 hours by arrangement. Non-Credit Course. A skills development course designed to provide the emergency responder student with manipulative and technical operations and procedures. Cognitive and psychomotor skills will be evaluated to enhance training in fire fighting, extrication, rescue, and emergency care. Student may use computer labor simulators, psychomotor skills practice and performance practice to meet the standards of the course. Exempt From Repeat Provisions.

FLORISTRY

FLORS 83A Beginning Floral Design
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Fundamentals of design, techniques, and skills practiced in the florist industry. Includes designs, mechanics, guides to design; introduction to flower and foliage shapes and their use; cut flower care; corsage practice; containers and designer aids. (CSU)

FLORS 83B Intermediate Floral Design
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of FLORS 83A. Application of the fundamentals of theory, techniques, and skills developed in Basic Floral Design to more elaborate floral designs, containers, and flowers, with an emphasis on control of materials and speed. (CSU)

FLORS 98 Independent Study in Floristry
1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Seminars or individual conferences by arrangement to provide for independent studies and enriched academic experience. (CSU)

FLORS 105 Flowers to Wear and Carry
1 Unit/1 hour lecture, 1 hour laboratory. Grade or P/NP. Prerequisite: Course Completion of FLORS 83A. Design and construction of floral arrangements to wear and carry including corsages, hand-held bouquets, boutonnieres, and wristlets. Includes a variety of techniques and materials.

FLORS 107 Arts of the Professional Floral Designers
(Formerly FLORS 230) 1 Unit/1 hour lecture. Grade or P/NP. This course is designed for students and professionals in the floral industry who wish to enhance their skills and master increasingly complex designs. Presentations by guest professional floral designers provide additional training through demonstrations of design techniques and artistic presentations of floral designs.

FLORS 108 Display and Merchandising for Retail Florists
1 Unit/1 hour lecture, 0.5 hour laboratory. Grade or P/NP. Visual merchandising and display for retail florists. Presentation of the purpose, principles, fixtures and accessories for effective visual merchandising used by successful retail florists.

FLORS 112 Wedding Design
(Formerly FLORS 85) 2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of FLORS 83B. Principles, practices, and methods used by florists in designing and creating wedding arrangements.

FLORS 113 Floral Tributes
(Formerly FLORS 93) 2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of FLORS 83B. Recommended: Eligibility for ENGL 100 or ESL 100. Application of design theory and the mechanics of floral arrangements for sympathy occasions. Includes design for casket covers, standing and flat sprays, set work, sympathy arrangements, and lid pieces. Delivery and set-up discussed.

FLORS 114 Retail Flower Business Management
(Formerly FLORS 94) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. Aspects of owning/managing a flower business. Advertising and merchandising, refrigeration, shrinkage, wire services, simple bookkeeping, permits and licenses, and management and personnel procedures as applied to floral industry.

FLORS 116 Identification and Handling of Flowers, Foliages and Plants
2 Units/2 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of FLORS 83A. Identification, care and handling of fresh flowers, foliage, and plants for individuals interested in working in the floral industry.

FLORS 183C Advanced Floral Design
(Formerly FLORS 83C) 2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of FLORS 83B. Advanced design concepts including color theory, use of textures, and the practical application and construction of decorative and natural design styles. Introduction to the care and use of tropical flowers and foliage.

FLORS 187 European & Advanced Contemporary Floral Design
(Formerly FLORS 87) 1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion of FLORS 83B. Principles and techniques used in the design and construction of European and advanced contemporary floral arrangements.

FOODS AND NUTRITION

FDNT 10 Elementary Nutrition
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent and CSKLS 371. Introduction to the basic principles of nutrition and the relationship of the human diet to health and lifestyle-related diseases. Descriptions of individual nutrients, optimal daily intakes, and food sources. Discussions of factors that influence nutrient bioavailability, results of nutrient deficiencies and excesses, consumer nutrition food issues, reliable sources of food and nutrition information. (CSU, UC) AA/AS area C, CSU area E

FDNT 57 Child Nutrition
1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Provides knowledge of the nutritional needs of young children, Federal Food Program requirements for childcare facilities, and basic information about nutrition education for optimal health promotion in children. (CSU)

FDNT 60 Nutrition and Physical Fitness
1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Contemporary findings in nutrition specifically related to performance in athletics and exercise.
FDNT 61 Nutrition Issues
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Current nutrition concepts and controversies. The changing American diet and its relation to longevity and quality of life. Safety and nutrition value of processed foods and government agencies responsible for food safety. A critical evaluation of U.S. dietary goals, health foods, and food advertising. (CSU)

FDNT 62 Nutrition and Diet Therapy
3 Units/5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Eligibility for MATH 150A.
Introduction to nutrition and its role in health, disease risk reduction and treatment of disease. Modification of the diet, nutrient intake and mode of nutrient delivery for stress conditions such as diabetes, intestinal tract disorders and diseases of the liver and kidneys. Intended for students in nursing and other health care fields. (CSU)

FDNT 70 Introduction to Nutrition, Dietetics and Food Service
1 Unit/1 hour lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Professional roles, skills, responsibilities and opportunities in the fields of nutrition, dietetics and food service management. Introduction to the history of the profession, related government agencies, scientific literature and resources, and professional code of ethics. (CSU)

FDNT 75 Principles of Food
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Course Completion of CSLS 371 or equivalent. Introduction to food science principles including whole food preparation techniques for healthy food production. Emphasis on food sanitation and whole food preparation techniques for healthy eating. Appropriate diet therapy for stages of the life cycle and the stress conditions of disease. Intended for students in nursing and other healthcare fields who have completed an introductory nutrition course that did not cover diet therapy.

FDNT 259 Weight Control
(Formerly FDNT 359) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Current research on weight management focusing on food habits and lifestyle choices. Behavior modification, evaluation of popular low calorie diets and selection of a nutritionally sound and personally satisfying calorie controlled diet to promote healthy weight throughout the lifespan. Food and activity records are kept throughout the course.

FREN

FREN 1 Elementary French-Part 1
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. Beginning elementary listening, speaking, reading and writing in French. Introduction to French and French-speaking cultures worldwide. (CSU, UC) AA/AS area E; CSU area C2; IGETC area 6A

FREN 2 Elementary French-Part 2
4 Units/4 hours lecture, 1 hour by arrangement. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. Elementary listening, speaking, reading, and writing in French. Exploration of France and French-speaking cultures worldwide. Continuation and expansion of French 1. (CSU, UC) AA/AS area E; CSU area C2; IGETC areas 3B, 6A

FREN 3 Intermediate French-Part 1
4 Units/4 hours lecture, 1 hour by arrangement. Grade Only. Recommended: FREN 1 or two years of high school French. Recommended: Eligibility for ENGL 1A or equivalent. Speaking, reading and writing in French with discussions and essays to develop linguistic skill and cultural knowledge. Review of first-year linguistic and cultural content. (CSU, UC) AA/AS area E; CSU area C2; IGETC areas 3B, 6A

FREN 4 Intermediate French-Part 2
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP. Recommended: FREN 3 or four years of high school French. Recommended: Eligibility for ENGL 1A or equivalent. Speaking, reading and writing in French with discussions and essays to develop linguistic skill and cultural knowledge. Review and expansion of French 1-3. (CSU, UC) AA/AS area E; CSU area C2; IGETC areas 3B, 6A

FREN 49 Independent Study in French
1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Course Completion of FREN 2. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Requires signature of Instructor, Department Chairperson and Supervising Administrator. Individual conferences or small group seminars by arrangement to provide for independent research and enriched academic experience in French, culminating in a final written and/or oral product. Course content varies but must not replicate the content of existing courses and is established according to the independent study application process. Students should have at least a 2.00 (C) grade average in all courses previously taken in French. NOTE: UC determines credit after transfer; not counted for admission. See a counselor for details. (CSU, UC)

FREN 50A Conversation for Beginners-Part 1
3 Units/3 hours lecture, 1 hour by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. A beginning conversational French course designed to develop those listening and speaking skills needed at school, on the job, and in the community. Students participate in a variety of pronunciation, listening and conversational activities. An introduction to the core grammatical structures and vocabulary required for communication. (CSU)

FREN 50B Conversation for Beginners-Part 2
3 Units/3 hours lecture, 1 hour by arrangement. Grade or P/NP. Recommended: FREN 50A or FREN 1 or equivalent. A continuation of beginning conversational French course designed to improve listening and speaking proficiencies including development of core grammatical structures and vocabulary required for communication. (CSU)

FREN 50C Intermediate Conversation
3 Units/3 hours lecture, 1 hour by arrangement. Grade or P/NP. Recommended: Course Completion of FREN 50B OR Course Completion of FREN 2. An intermediate-level French conversation course designed to improve fluency through expansion of active vocabulary, attention to verb tense usage and oral practice. (CSU)

FREN 58 High Intermediate Conversation
2 Units/2 hours lecture. Grade or P/NP. Recommended: Course Completion of FREN 50C OR FREN 2. Recommended: Eligibility for ENGL 1A or equivalent. This high-intermediate French conversation course is designed to expand and refine more advanced oral communication, further developing those listening and speaking skills needed for effective cross-cultural understanding in various social, academic, and professional situations. (CSU)

GEOGRAPHIC INFORMATION SYSTEMS

GIS 40 Introduction to Geographic Information Systems (GIS)
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. The course introduces students to fundamental concepts of geographic information systems (GIS). Topics include elements of GIS, data structures and their management, introductory input and output functions and mapping possibilities. Hands-on exposure to GIS technology through the use of computers and current industry standard software is provided during the laboratory. A working knowledge of the Windows O.S. and Microsoft Office is recommended. (CSU, UC)
Courses: Geography

GIS 51 Intermediate Geographic Information Systems (GIS)  
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of GIS 40 OR APTECH 54B.  
This is an intermediate level course in the concepts of geographic information systems (GIS). Topics include elements of GIS, data structures and their management, intermediate input and output functions and mapping possibilities. Hands-on exposure to GIS technology through use of computers and current industry standard software is provided during the laboratory. (CSU)

GIS 52 Advanced Geographic Information Systems (GIS)  
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of GIS 51 OR APTECH 54B.  
This is an advanced project-based course where the student will apply fundamental and intermediate concepts in geographic information systems (GIS) to a specific project utilizing GIS technology and industry standard software. Students should come prepared with a project topic, scope, goals and objectives, and data sources. An oral presentation of the project will be made at the completion of the course. (CSU)

GIS 53 Cartography in Geographic Information Systems (GIS)  
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of GIS 40. Recommended: Concurrent Enrollment in GIS 51.  
This course provides training in the knowledge of hard copy and web-based cartographic principles and the skills to implement these principles when creating a map within a Geographic Information Systems (GIS). It assists students in preparation for a career within the field of GIS. It is designed for those students who wish to produce maps which clearly communicate the results of GIS data and analysis. (CSU)

GIS 54 Data Acquisition in Geographic Information Systems (GIS)  
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of GIS 40. Recommended: Course Completion or Concurrent Enrollment in GIS 51.  
Develop skills in the acquisition, conversion, integration, analysis, management, storage and drafting of geospatial and attribute data for Geographical Information Systems (GIS). (CSU)

GIS 55 GIS Applications for Earth Sciences  
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of GIS 51 OR Course Completion of APTECH 54B.  
This course provides training in the application of geographic information systems (GIS) principles to observing and analyzing Earth Science phenomena, especially with regard to identifying patterns of geologic hazards. It assists students in preparation for a career within the field of GIS or to provide GIS training as an analytical tool to Earth Science majors. (CSU)

GIS 56 GIS Applications in Land Use Planning  
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of GIS 51.  
This course uses the GIS (Geographic Information Systems) analysis process to explore the strategies of managing land use planning projects. Introduction to and analysis of issues related to urbanization. (CSU)

GEOGRAPHY

GEOG 3 World Regional Geography  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.  
Regional geography focuses on location and place, where people and places are in the world, what are their similarities and differences, and why they are located where they are. Emphasis is placed on the interaction between the physical and human environments, culture, population, social and economic issues, and globalization. (CSU, UC. C-ID: GEOG 125)  
AA/AS area D; CSU area B1; IGETC area 4

GEOG 4 Physical Geography  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.  
Physical Geography is an introduction to the study of the Earth and the processes that form and shape its physical features and landforms. Topics include Earth dimensions and motions, mapreading and map use, earth-sun relationships, weather and climate, and tectonic and surface processes. Emphasis is placed on recognizing, describing, and interpreting the spatial distribution of Earth features and the processes that shape these features. May include a field trip. (CSU, UC. C-ID: GEOG 110)  
AA/AS area D; CSU area B1; IGETC area 5A

GEOG 7 Introduction to Human Geography  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Eligibility for ENGL 1A.  
Human geography is the study of the world, its people, communities, and cultures. Topics include human population, ethnicity, culture, agriculture, development and settlement patterns, and social, political and economic systems. Emphasis is placed on spatial patterns and the interactions between humans and the physical environment. (CSU, UC. C-ID: GEOG 120)  
AA/AS area D; CSU area D; IGETC area 4

GEOLOGY

GEOL 1 The Earth  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.  
An introduction to rocks, minerals, landforms and the dynamic processes that shape the Earth. Course includes the study of plate tectonics, volcanoes, earthquakes, and surface processes such as streams, shorelines and glaciers. (CSU, UC. C-ID: GEOL 100)  
AA/AS area B1; CSU area B1; IGETC area 5A

GEOL 11 Geology of California  
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.  
Introduction to the geologic principles and processes that formed and continue to influence California’s geologic and tectonic environment. Overview of the origin and interpretation of rocks, minerals and fossils, volcanoes, earthquakes, plate tectonics, and the geologic history of California. (CSU, UC. C-ID: GEOL 200)  
AA/AS area C; CSU area B1; IGETC area 5A

GEOL 7 Geology Field Trip  
1-3 Units/Up to 1 hour lecture, 6 hours by arrangement. Grade Only.  
Prerequisite: Course Completion of GEOL 1 OR GEOL 11 OR PHYS 21.  
Investigation of the geologic features of various locations within California, through field study and observation. Destinations may include Yosemite, Long Valley Caldera, Point Reyes, Bodega Bay, Mt. Lassen, and the Modoc Plateau. Identification of rocks, minerals, landforms, geologic history, and geologic processes in the field. Course includes a four to five day fieldtrip and strenuous hiking. Good overall health and fitness are recommended for anyone considering enrolling in this class. (CSU, UC.)

GERMAN

GERM 1 Elementary German-Part 1  
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP.  
Recommended: Eligibility for ENGL 1A or equivalent.  
Introduction to German grammar and development of all language skills in a cultural context with special emphasis on communication. Not recommended for students who have successfully completed 2 years of high school German or equivalent within the past 3 years. (CSU, UC.)  
AA/AS area E; CSU area C2; IGETC area 6A

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GERM 2 Elementary German-Part 2
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP.
Prerequisite: GERM 1 OR two years of high school German or equivalent. Recommended: Eligibility for ENGL 1A or equivalent.
Elementary German grammar and development of all language skills continued in a cultural context with special emphasis on communication.
(CSU;UC)
AA/AS area E; CSU area C2; IGETC areas 38,6A

GERM 3 Intermediate German-Part 1
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP.
Prerequisite: Three years of high school German OR GERM 2. Recommended: Eligibility for ENGL 1A or equivalent.
Speaking, reading and writing in German with discussions and essays to develop linguistic skill and cultural knowledge. Review of first-year linguistic and cultural content.
(CSU;UC)
AA/AS area E; CSU area C2; IGETC areas 38,6A

GERM 4 Intermediate German-Part 2
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP.
Prerequisite: Four years of high school German or GERM 3. Recommended: Eligibility for ENGL 1A or equivalent.
Speaking, reading and writing in German with discussions and essays to develop linguistic skill and cultural knowledge. Review and expansion of German 1-3.
(CSU;UC)
AA/AS area E; CSU area C2; IGETC areas 38,6A

GERM 49 Independent Study in German
1-3 Units/Up to 9 hours by arrangement. Grade Only. Prerequisite: Course Completion of GERM 2. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.
Individual conferences or small group seminars by arrangement to provide for independent research and enriched academic experience in German, culminating in a final written and/or oral product. Course content varies but must not replicate the content of existing courses and is established according to the independent study application process. Students should have at least a 2.00 (C) grade average in all courses previously taken in German. NOTE: UC determines credit AFTER transfer; not counted for admission. See a counselor for details.
(CSU;UC)

GERM 50B Conversation for Beginners-Part 2
3 Units/3 hours lecture, 1 hour by arrangement. Grade or P/NP.
Prerequisite: Course Completion of GERM 1 or GERM 50A. Recommended: Eligibility for ENGL 1A or equivalent.
A continuation of the beginning conversational course, German 50A, designed to improve those listening and speaking proficiencies needed at school, on the job, and in the community. Students participate in a variety of pronunciation, listening and conversational activities, furthering the development of the core grammatical structures and vocabulary required for communication.
(CSU)

GRAPHIC DESIGN

GD 15 History of Graphic Design
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Exploration of the development of graphic design. A broad survey of notable stages and accomplishments in the evolution of graphic design from prehistory to the present. Examines how through the centuries particular cultures, movements, works and individuals affect graphic design today.
(CSU;UC)
AA/AS area E; CSU area C1; IGETC area 3A

GD 20 Introduction to Typography and Letterforms
3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of CS 72.11A.
Development of practical and visual skills for using type in effective graphic communication. Includes terminology, survey of typefaces, design basics, advanced typography skills and computer production techniques.
(CSU;UC)

GD 51 Introduction to Graphic Design: Visual Basics
3 Units/3 hours lecture. Grade Only.
This course is an introduction to the field of graphic design. Students will explore various careers available in the industry, as well as the principles, concepts and protocols used for creating effective visual communication. Projects explore the creative development of graphic design ideas from start to finish.
(CSU)

GD 52 Rapid Viz: Drawing Techniques for the Designer
1.5 Units/1.5 hours lecture, 0.5 hour laboratory. Grade Only.
This course teaches graphic design students how to sketch graphic design concepts quickly using effective and dynamic visual shorthand (Rapid Viz) for communication with clients and other graphic designers. The student will learn how to handle the basics of form, composition, perspective, light, shadows and shading using rapid indication of elements in a design with hands-on tools. The emphasis is on creating basic thumbnails and rough sketches using professional development protocols and industry recognized materials.
(CSU)

GD 53 Design Techniques in Illustrator
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CS 72.11A OR CS 71.11.
An intensive course designed to teach students how to create effective logos, type treatments, illustrations and informational graphics for professional visual communications projects using Adobe Illustrator.
(CSU)

GD 54 Beginning Page Layout and Advertising Design
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in CS 72.11A and GD 51.
This course focuses on effective design techniques for page layout and advertising. Students will use industry-standard page layout and photo manipulation software to develop creative solutions to a variety of design situations including: business systems, advertisements, brochures, and multi-page newsletters.
(CSU;UC)

GD 55 Handmade Design for Digital Designers
3 Units/3 hours lecture. Grade Only.
The application of basic hand-done design and mock-up techniques for the graphic/digital designer. Students will learn how to use a variety of graphic tools, materials, and techniques to create professional quality design projects. Students have an opportunity to learn the basic methods of graphic collaging, texture creation, illustration techniques, and mock-up (comprehensive) techniques. Projects will be taken full cycle from the integration of hand-done illustration to output on digital printers.
(CSU)

GD 57 Getting It Printed: Digital Prepress and Print Production
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of GD 54.
A course designed to prepare the graphic design student for dealing with the prepress and print production process. The student will learn the skills needed to create accurate files for printing using a variety of processes, learn skills necessary to communicate and work with prepress vendors and printing firms, and choose wherever appropriate printing solutions that support sustainability and environmental concerns.
(CSU)

GD 58 Advanced Page Layout and Advertising Design
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of CS 72.11A and GD 54, OR Course Completion of CS 72.11B.
This in-depth course will explore creative layout solutions for print and digital media using Adobe InDesign. Students will develop single- and multi-page designs for print and digital applications. Topics include: brand and advertisement design for global and bilingual markets, magazine and book layout, design strategies for multiple page sizes and orientations, basic interactive media design, grid systems, professional typography, and using effective imagery.
(CSU)

GD 60 Creating the Professional Portfolio
1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
A course for the design student to prepare professional portfolios. The student will learn skills needed to create a physical, digital, and self-promotions portfolio. The student will also learn portfolio presentation techniques and industry protocols. A body of at least 15 high quality pieces as determined by the instructor for portfolio development are strongly recommended for success in this course. (Formerly APGR 70)
(CSU;UC)
Courses: Health Care

**HLC 63 Online Resources for Graphic Designers**
1.5 Units/1.5 hours lecture. Grade or P/NP.
A course to survey the resources available for graphic designers on the Internet. Topics will include: how to use a variety of methods to find and assess online graphic design information, techniques for locating and downloading fonts/ clipart and software, tips for using e-mail and web browsers, and subscribing to discussion groups that specialize in graphic design. Students must have an e-mail account and access to the Internet.
(Formerly taught as APGR 69)(CSU.)

**HLC 65 Business of Graphic Design**
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Course Completion of GD 51. Recommended: Eligibility for ENGL 100 or ESL 100.
Whether you plan to run a graphic design company or work as a freelancer, understanding the nuts and bolts of running a creative business is essential. This course will cover business-related topics including project management, estimating and billing, record keeping and taxes. Students will learn best practices for working with clients, vendors, and colleagues. (Formerly APGR 65)(CSU.)

**GD 72 Principles of Screen Design**
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CS 70.1A.
The course teaches students how to design effective screen layouts for multiple display sizes by applying established graphic design principles and techniques. Students will explore website planning, development and design from a graphic design perspective. Topics include: design principles, color theory and application, screen and motion typography, flexible grid layouts and responsive design, techniques for incorporating imagery, navigation and interface design, and accessibility considerations.(CSU)

**HEALTH CARE**

**HLC 111 Phlebotomy**
7.5 Units/5.5 hours lecture, 3 hours laboratory, 3.5 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of HLC 160. Limits on enrollment: Health and Safety. Students must have the following immunizations: MMR, Varicella-Zoster, Tetanus or TDAP, PPD (2 tests completed, one week apart), Rubella, and Hepatitis B (all 3 shots must be completed before the first class meeting). The Hepatitis B vaccination has a 28 day wait period between the first and second immunizations; the third immunization is completed six months after the second immunization. Students must pass a background clearance.

Concepts fundamental to basic phlebotomy practices including hematology, venipuncture techniques, routine processing, safety and infection control procedures are learned. Medical terminology is used throughout the course. Quality assurance issues for health care providers and the Health Insurance Portability and Accountability Act (HIPAA) are addressed. This course includes a 56 hour externship in acute care and outpatient settings requiring background checks, and proof of immunizations. Full attendance is mandated by the State of California for certification.

**HLC 112 Health Careers Academy I**
1.5 Units/1 hour lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in HLC 121L. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Due to hospital requirements students must be 16 years of age or older and satisfy the following immunization and vaccination requirements: MMR, Varicella-Zoster, Hepatitis B, TDap, seasonal influenza, and current TB clearance.

This course is designed to introduce students to healthcare and healthcare careers through lecture. Career exploration will focus on the following health career profiles: medicine, nursing, dental, nutrition, public health, therapy and rehabilitation. Anatomy and physiology will be introduced with a focus on the endocrine, muscular, and skeletal systems. Students will complete a professional development module preparing them for volunteer and job opportunities.

**HLC 121 Health Careers Academy Lab I**
0.75 Unit/2.5 hours by arrangement. Grade Only. Prerequisite: Course Completion or Current Enrollment in HLC 121L. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Due to hospital requirements students must be 16 years of age or older and meet the following immunizations and vaccination requirements: MMR, Varicella-Zoster, Hepatitis B, TDap, seasonal influenza, and current TB clearance.

This course is designed to build upon introductory concepts that explore opportunities in the healthcare field through lecture. Career exploration will focus on the following health career profiles: medicine, nursing, dental, nutrition, public health, therapy and rehabilitation. Healthy Eating Active Living content will be learned and implemented in a health outreach campaign. Students will learn healthcare relevant professional communication skills.

**HLC 140 Health Care Implications of Anatomy and Physiology**
1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in ANAT 140. Recommended: Eligibility for ENGL 100 or ESL 100.
Implications of anatomy and physiology for patient care, including relationship of body structures and functions to health and disease. Designed as preparation for selected health sciences programs.

**HLC 160 Medical Terminology**
(Formerly HLC 60) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of ENGL 1A.
Basic medical terminology and abbreviations relevant to anatomy, diseases, procedures and treatments. Basic structure of medical terms and medical word building.

**HLC 211 Survey of Health Occupations**
1.5 Units/1.5 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
This is an online course to aid students interested in careers in the healthcare field. Various health occupations and career opportunities will be examined, as well as the requirements for the SRJC.

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Health Sciences programs. Students will review methods of creating a portfolio and professional resume.

HLC 756 Applied Transcultural Health Care
0 Units/1 hour lecture, 3 hours by arrangement. Non-Credit Course.
Limits on enrollment: Enrollment is limited to those pursuing a career in health care. This is a physically demanding and time intensive course. Students must be in good physical condition and possess a valid passport and required vaccinations. Instructor signature is required.

An immersion experience in transcultural health care while living and working in another country. Theory will focus on health related beliefs and practices, cultural sensitivity and diversity. Health and illness across the life continuum from birth to death will be explored. Clinical experiences will focus on care of women and children, growth and development, immunizations, client and community assessments, screening, teaching and prevention. Clinical sites will include: hospitals, outpatient clinics, children’s orphanages, migrant work camps, personal homes and selected community development projects in both the rural and urban areas.
Exempt From Repeat Provisions

HLC 770 Health Education Computer Lab
0 Units/15 hours by arrangement. Non-Credit Course.
Supervised supplemental instruction in the use of computer applications for health education programs (Dental Assisting and Hygiene, Radiologic Technology and Nursing).
Exempt From Repeat Provisions

HEALTH EDUCATION

HLE 5 Personal Health and Wellness
(Formerly HLE 50) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Examination of current health issues and application of health behavior theories to everyday life situations and decisions. Topics such as fitness, diet, stress, substance abuse, sexuality, as well as environmental health are explored and discussed. Focus on student practice and attitudes that affect their health status throughout life. (Formerly: HLE 50)(CSU,UC)
CSU area E

HLE 6 Standard First Aid, CPR, and AED
0.5 Units/0.5 hour lecture, 1 hour laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course teaches CPR, AED and First Aid emergency response skills which enable participants to give immediate care to a person who has been injured or is experiencing a sudden illness. Upon completion of the course, participants will perform and demonstrate knowledge of adult, child and infant CPR, obstructed airway, Automated External Defibrillation (AED), comprehensive victim assessment, treatment for severe bleeding, wound care, shock, burns, bone, joint and muscle injuries, heat and cold exposure, and sudden illness. Satisfies first-time and renewal certifications. (CSU,UC)

HISTORY

HIST 1.1 World History to 1500
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
The growth of civilizations and the inter-relationships of the peoples of Europe, Asia, Africa and America to 1500.(CSU,UC)
AA/AS area E;CSU area C2;IGETC area 3B

HIST 1.2 World History Since 1500 C.E.
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
The history and development of world civilizations and the interrelationships of peoples from Europe, Asia, Africa and the Americas since 1500 C.E.(CSU,UC)
AA/AS area E;CSU area C2;IGETC area 3B

HIST 4.1 History of Western Civilization to 1648 C.E.
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
A survey of Western Civilizations to 1648 C.E. The course begins with the Ancient Near East, and includes the study of ancient Greece, ancient Rome, the Middle Ages, the Renaissance and the Reformation.(CSU,UC. C-ID:HIST 170)
AA/AS area E;CSU area C2;IGETC area 3B

HIST 4.2 History of Western Civilization from 1648 C.E.
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
A survey of European history from 1648 C.E. to the present. The course includes the study of the Scientific Revolution, the Enlightenment, the French Revolution and Napoleon, the Industrial Revolution, World War I, Communism and Stalin, Hitler, World War II, the Cold War, and globalization. (CSU,UC. C-ID:HIST 180)
AA/AS area E;CSU area C2;IGETC area 3B

HIST 5 History of the Modern Middle East
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An introduction to the history of the Middle East focusing on the regional and international influences that have shaped the area over the last two centuries. The course begins with an overview of the pre-modern period before turning to political, social, cultural and economic issues of the modern era. Topics include the Arab-Israeli conflict, the power of oil, the preoccupation with authoritarian rule, challenges to social and economic development, the rise of Islamic political movements, and the role of outside powers in shaping the region.(CSU,UC)
AA/AS area D;CSU area D;IGETC area 4

HIST 8.1 History of Latin America from Pre-Columbian to 1830
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An introductory survey of Latin American history from pre-Columbian times to the independence movements of the early 19th century. This course will examine the history of Indigenous societies before European colonization, the development of the European colonial system and the complexity of the independence movements from Europe. (CSU,UC)
AA/AS area D;CSU area D;IGETC area 4

HIST 8.2 History of Latin America from 1830 to Present
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An introductory survey of Latin American history from the early 19th century to the present. This course will analyze the convergence of different ethnic groups and their contributions to the new socio-political systems that developed after independence, the intervention of the United States in these countries, neo-colonialism, and specific revolutionary movements in Mexico, Cuba, Chile, Nicaragua and El Salvador.(CSU,UC)
AA/AS area D;CSU area D;IGETC area 4

HIST 17.1 History of the United States to 1877
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
History of the United States through Reconstruction. (CSU,UC. C-ID:HIST 130)
AA/AS areas D,F,CSU areas D,F;IGETC area 4

HIST 17.2 United States History from 1877
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
A survey of United States history from 1877 to the present. This course will focus on social, political, economic, and cultural events that have helped shape the history of the United States.(CSU,UC. C-ID:HIST 140)
AA/AS areas D,F,CSU areas D,F;IGETC area 4

HIST 18.1 History of Women in the United States to 1877
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Eligibility for ENGL 1A or equivalent.
An in-depth historical study of the political, economic, cultural, and social developments of women in the United States to 1877.(CSU,UC)
AA/AS areas D,F,CSU areas D,F;IGETC area 4

HIST 18.2 History of Women in the United States Since 1877
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Eligibility for ENGL 1A or equivalent.
An in-depth historical study of the political, economic, cultural, and social developments of women in the United States since 1877.(CSU,UC)
AA/AS areas D,F,CSU areas D,F;IGETC area 4

HIST 20 History of the US Since 1945
(Formerly HIST 17.3) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course will explore the political, economic, and social history of America from 1945 to the present including the United States’ role in the Cold War and post-Cold War era. Domestic trends examined will include the expanding consumer...
society, rise of social movements, and the response of neo-conservatism. Additionally, the course will focus on America's relationship to the larger world including the nation's relationship with the Soviet Union, participation in Middle East conflict and globalization.(CSU/UC)

HIST 21 Race, Ethnicity and Gender in American Culture
3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 1A or equivalent.
An examination of the interrelated roles of race, ethnicity and gender in shaping political and cultural institutions in the United States. From pre-Columbian times to the present, the course will explore and analyze the experiences, contributions, and interconnectedness of African, Asian, European, Latino and Native American peoples.(CSU/UC)

HIST 22 History of California
3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 1A or equivalent.
A survey of California history from the precolonial period to the present. The course will examine the distinct contributions and interactions of diverse peoples and environments. Special attention is given to how political power is shaped by race, gender, class, and ethnicity in different periods of the state's history.(CSU/UC)

HIST 26 History of Chicanos and Latinos from 1848 to Present
3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 1A or equivalent.
An introductory survey of Chicano and Latino history in the U.S. this course will examine the political, economic, social, and cultural aspects influencing these groups' advances, contributions, and adaptations to U.S. society. After a brief overview of early Latin American history the course will focus on the period from 1848 to the present.(CSU/UC)

HIST 30 African American History
3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 1A or equivalent.
A critical examination of African American history and historiography covering the colonial period through the opening of the 21st century. We will trace the African American experience from its West African roots, through the trauma of the Atlantic slave trade, and the struggle of a people to create culture and community under the brutal conditions of American slavery. Following an overview of the Civil War and Reconstruction, students will analyze the rise of "Jim Crow," black migration and urbanization over the course to two world wars and the continuing influence of African Americans on the politics and culture of the United States.(CSU/UC)

HIST 33 History of Mexico
3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 1A or equivalent.
Study of Mexican social, political and economic history from the Pre-Columbian era to the present. (CSU/UC)

HIST 56 Horticultural Enterprise Project
2-4 Units/Up to 1 hour lecture, 9 hours by arrangement. P/NP Only. Prerequisite: Completion or concurrent enrollment in HORT 70 OR HORT 71 OR HORT 72 OR HORT 91 OR HORT 93. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Instructor consent needed for approval of use of District resources.
In consultation with instructor, student will select a specific agricultural/horticultural crop, commodity, or product and develop an enterprise project, using resources at District or other locations (with instructor's consent). Projects involve field experience in production and management techniques, marketing methods, and eventual sale of the chosen agricultural/horticultural crop, commodity, or product.(CSU)

HORT 8 Plant Materials: Summer/Fall
(Formerly HORT 54) 3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP Recommended: Eligibility for ENGL 1A or equivalent.
Identification, growth habits, culture and ornamental use of landscape and indoor plants adapted to California climates. Includes an introduction to plant taxonomic system and botanical nomenclature. Emphasis on plants listed in the current California Association of Nurseriesmen (CAN) and Associated Landscape Contractors of America (ALCA) Certification Tests Plant Lists. Presentation of those plants best observed and studied in the summer and fall of the year through field lectures on SRJC grounds and at other locations.(CSU/UC)

HORT 12 Plant Materials: Winter/Spring
(Formerly HORT 55) 3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP Recommended: Eligibility for ENGL 1A or equivalent.
Identification, growth habits, culture and ornamental use of landscape and indoor plants adapted to California climates. Includes an introduction to plant taxonomic system and botanical nomenclature. Emphasis on plants listed in the current California Association of Nurseriesmen (CAN) and Associated Landscape Contractors of America (ALCA) Certification Tests Plant Lists. Presentation of those plants best observed and studied in the winter and spring of the year through field lectures on SRJC grounds and at other locations.(CSU/UC)

HORT 50.1 Introduction to Horticultural Science
1.5 Units/1.5 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to horticulture with an emphasis on the basics of plant growth and development, plant descriptions and classification, basic plant propagation, soils, fertilizers, and water management. This is the first half of a two-part series exploring (1) horticulture as an applied science and (2) horticultural careers.(CSU)

HORT 50.2 Horticulture Industry and Careers
1.5 Units/1.5 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.
Exploration into career opportunities, professional organizations, and required skills within the horticulture industry, including nursery, landscape, and floriculture trades.(CSU)

HORT 71 Nursery Production
(Formerly AG 92.1) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to commercial practices of plant propagation by seed (sexual) and vegetative (asexual) methods. Includes seed collection, storage, and treatment; sowing and germination requirements; cuttings, layering, grafting/budding techniques; propagation structures and materials; overview of micropropagation techniques; variety selection and plant patent laws. Students evaluate various propagation methods with a plant species of their choice.(CSU. C-ID:AG - EH 116L)

HORT 72 Greenhouse Production
(Formerly AG 92.3) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Analysis, description, and operation of greenhouses and other structures and facilities as they relate to...
HORT 92.1 Landscape Irrigation
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Prepares students to design, install, and maintain a water efficient landscape irrigation system. Topics include basic hydraulics, component identification and terminology, system layout, pipe sizing, and types of valves, heads, and controllers. (CSU)

HORT 92.2 Low Volume Landscape Irrigation
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to the design, installation, and maintenance of low volume irrigation systems. Topics include plant water requirement calculations, selection/characteristics of various types of emission devices, run time calculations, California Irrigation Management Information System (CIMIS), and other Evapo-transpiration (ET) data. (CSU)

HORT 93 Landscape Drafting and Design
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to basic landscape pencil drafting and design techniques for producing scaled plan view and elevation drawings, construction details, and landscape plans. Includes steps and sequence in the design process, design themes, principles, and elements; plant selection and usage; and client-designer relations. Drafting equipment required. (CSU)

HORT 94 Landscape Design Applications
Formerly HORT 94C 3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of HORT 8 or HORT 9 and Completion of HORT 82. Application of design principles and the design process to various types and styles of residential and small commercial projects. Drafting equipment and field trip(s) required. (CSU)

HORT 95 CAD: Landscape Site Plans
1.5 Units/1.5 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to computer assisted landscape drafting utilizing CAD (computer-aided drafting) software to produce professional quality landscape design plans. (CSU)

HORT 96 Landscape Interpretation
3 Units/2 hours lecture, 2.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to landscape interpretation and the use of landscape interpretation as a planning tool. (CSU)

HORT 100 Trees for Northern California
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will introduce and identify trees that are used in Sonoma County and are well suited for sustainable landscape use in local climatic zones. Course will stress identification of the trees, their particular environmental requirements, and their landscape usage and potential. Trees that are compatible with sustainable landscape practices will be highlighted, including low water-use and reduced needs for pest management and specialty fertilizer application. (CSU)

HORT 102 Perennials for Sonoma County
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will introduce and identify perennials that are well suited for sustainable landscape use in local climatic zones. Course will stress identification of perennials, their particular environmental requirements, and their landscape usage and potential. Plants that are compatible with sustainable landscape practices will be highlighted, including low water-use and reduced needs for pest management and specialty fertilizer application. (CSU)

HORT 105.1 Designing with Ornamental Grasses
Formerly AG 297.81 1 Unit/1 hour lecture for 6 weeks. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Course presents effective choices of ornamental grasses for specific landscape varieties of soil, moisture, exposure, and climate, as well as for size, texture, color and garden theme. A field trip will demonstrate extensive application of ornamental grasses in a professionally designed landscape. In-class lectures illustrated with live specimens. (CSU)

HORT 109 Landscaping with California Native Plants
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Identification, nomenclature, cultural requirements and landscape uses of California native plants suited to Sonoma County’s climate and soils. Classroom and field lectures will address plant selection and combinations as well as maintenance practices. (CSU)

HORT 110 Trees for Northern California
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will introduce and identify trees that are used in Sonoma County and are well suited for sustainable landscape use in local climatic zones. Course will stress identification of the trees, their particular environmental requirements, and their landscape usage and potential. Trees that are compatible with sustainable landscape practices will be highlighted, including low water-use and reduced needs for pest management and specialty fertilizer application. (CSU)

HORT 111 Trees for Northern California
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will introduce and identify trees that are used in Sonoma County and are well suited for sustainable landscape use in local climatic zones. Course will stress identification of the trees, their particular environmental requirements, and their landscape usage and potential. Trees that are compatible with sustainable landscape practices will be highlighted, including low water-use and reduced needs for pest management and specialty fertilizer application. (CSU)

HORT 112 Perennials for Sonoma County
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will introduce and identify perennials that are well suited for sustainable landscape use in local climatic zones. Course will stress identification of perennials, their particular environmental requirements, and their landscape usage and potential. Plants that are compatible with sustainable landscape practices will be highlighted, including low water-use and reduced needs for pest management and specialty fertilizer application. (CSU)

HORT 113 Current Topics in Horticulture
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will introduce and identify trees that are used in Sonoma County and are well suited for sustainable landscape use in local climatic zones. Course will stress identification of the trees, their particular environmental requirements, and their landscape usage and potential. Trees that are compatible with sustainable landscape practices will be highlighted, including low water-use and reduced needs for pest management and specialty fertilizer application. (CSU)

HORT 115 Tree Identification
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will introduce and identify trees that are used in Sonoma County and are well suited for sustainable landscape use in local climatic zones. Course will stress identification of the trees, their particular environmental requirements, and their landscape usage and potential. Trees that are compatible with sustainable landscape practices will be highlighted, including low water-use and reduced needs for pest management and specialty fertilizer application. (CSU)

HORT 117 Edible Landscapes: Design and Maintenance
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Identification of design and cultural requirements common to edible landscapes. Lectures will address plant selection and combinations as well as maintenance practices. (CSU)

HORT 119 Landscaping with California Native Plants
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Identification, nomenclature, cultural requirements and landscape uses of California native plants suited to Sonoma County’s climate and soils. Classroom and field lectures will address plant selection and combinations as well as maintenance practices. (CSU)

HORT 1204 Landscape Design Applications
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to computer assisted landscape drafting utilizing CAD (computer-aided drafting) software to produce professional quality landscape design plans. (CSU)

HORT 1205 Landscape Site Plans
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to computer assisted landscape drafting utilizing CAD (computer-aided drafting) software to produce professional quality landscape design plans. (CSU)

HORT 1206 Landscape Planning and Design
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to computer assisted landscape drafting utilizing CAD (computer-aided drafting) software to produce professional quality landscape design plans. (CSU)

HORT 1207 Edible Landscapes: Design and Maintenance
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Identification of design and cultural requirements common to edible landscapes. Lectures will address plant selection and combinations as well as maintenance practices. (CSU)

HORT 121 Integrated Pest Management in the Horticulture Industry
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
The IPM (Integrated Pest Management) concept and its application in various horticultural settings for those who work, or intend to work, in the landscape, interiorscape, nursery or turf fields of horticulture. Reviews categories and characteristics of plant pests and diseases, prevention practices, and plant tolerance levels. (CSU)

HORT 122 Water Conservation in Landscape Design
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to computer assisted landscape drafting utilizing CAD (computer-aided drafting) software to produce professional quality landscape design plans. (CSU)

HORT 123 Current Topics in Horticulture
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will introduce and identify trees that are used in Sonoma County and are well suited for sustainable landscape use in local climatic zones. Course will stress identification of the trees, their particular environmental requirements, and their landscape usage and potential. Trees that are compatible with sustainable landscape practices will be highlighted, including low water-use and reduced needs for pest management and specialty fertilizer application. (CSU)
Courses: Hospitality

HOSP 50 Introduction to Tourism in Sonoma County
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course offers an overview of the tourism industry in Sonoma County and its critical role in the local economy. Students acquire information, resources, and experiences to enhance visitors’ experiences and increase tourism activity for the county, a private business, or an employer. Students learn the elements of tourism value, Sonoma County history, customer service and Sonoma County resources. The course provides the opportunity to sit for the Certified Tourism Ambassador exam from Sonoma County Tourism Bureau.(CSU)

HOSP 53 Customer Service
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to principles and techniques for delivering outstanding customer service. Covers the attributes of customer service-oriented businesses and development of appropriate customer service skills.(CSU)

HOSP 54 Customer Relations for the Hospitality Industry
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Topics include creating a legally correct filing, record retention, and document handling. Regulations regarding recordkeeping are consistently highlighted.(CSU)

HOSP 60 Human Resource Management
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Overview of the Human Resources profession and the role it plays in contributing to the success of the organization. Emphasis is on Human Resource responsibilities, procedures and administration, such as employment law, staffing, compensation, ethics, employee relations, training, performance management, benefits, metrics, and labor relations. Best practices, current trends, and the role of Human Resources in strategic planning are consistently highlighted.(CSU)

HOSP 61 Human Resource Employment Law
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Overview of application of California and Federal employment law. Interpretation of employment law in today’s work environment through research and analysis of court decisions. Topics include employment at will, legal investigations, discrimination, ergonomics, substance abuse, workplace violence, terminations, and laws as they apply to employer size. Emphasis is on research, analysis, and prevention of litigation.(CSU)

HOSP 62 Human Resource Records Administration
(Formerly: HR 65) 0.5 Unit/0.5 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Fundamentals of labor and employment records administration in compliance with California and Federal laws. Topics include creating a legally compliant recordkeeping system which addresses issues of technological options, confidentiality, correct filing, record retention, and document posting. Regulations regarding recordkeeping are discussed in-depth, including regulations on medical privacy, leaves of absence, wage and hour, safety, benefits, and identity theft.(CSU)

HOSP 63 Human Resource Hiring Process
(Formerly HR 65.1) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course covers the fundamental role of Human Resources in the hiring process in California. Content covers techniques for attracting and identifying qualified applicants and interviewing and selecting the best candidate to meet the organizational needs. Emphasis is on legal compliance and best practices in the hiring process.(CSU)

HOSP 64 Human Resource Salary Administration
(Formerly HR 65.2) 1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Fundamentals of salary administration in California, including the impact of financial compensation on recruitment and retention of employees. Emphasis is on determining the market rate, utilizing salary surveys, differentiating between types of salary programs, and determining exempt or non-exempt status according to California and Federal regulations.(CSU)

HOSP 65 Human Resource Benefits Administration
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Fundamentals of employee benefits programs and leaves of absence requirements. Content covers interpretation of California and Federal law to correctly administer employee benefits and leaves of absence. Topics emphasize the administration of group benefits including health and survivor insurance, government mandated insurance, defined benefit & defined contribution retirement benefits, as well as family, medical, and pregnancy leaves of absence.(CSU)

HOSP 66 Human Resource Administration Current Applications
1 Unit/1 hour lecture. Grade or P/NP. Prerequisite: Completion with grade of ‘C’ or better or concurrent enrollment in BMG 53 AND HR 60 AND HR 61 AND HR 62 AND HR 63 AND HR 64 AND HR 65 AND BAD 52 AND BAD 53. Recommended: Eligibility for ENGL 100 or ESL 100.
Overview of Human Resource developments and recent changes in California and Federal law, recent employment related court cases, and current issues and trends affecting Human Resource administration. Utilization of resources to successfully solve problems, create a professionally written document, and a correctly prepared spreadsheet on employee benefits. Demonstration of mastery of all information learned through the Human Resource Program.(CSU)

HR 99I Human Resources Occupational Work Experience Intern
1-8 Units Up to 34.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of HR 60 and HR 62. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an interview, placement and verification of employment because intern position must be secured prior to enrollment.
Human Resources Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interview preparation; on-the-job experience; and opportunities to sit for the Certified Tourism Ambassador exam from Sonoma County Tourism Bureau.
interviewing instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning and relates to the student's educational or occupational goal. Students eligible for internships will have declared a major in Human Resources, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid (75 hours/unit) position. Students will acquire new knowledge, skills, and abilities to prepare for a career in Human Resources. (CSU)

HUMANITIES

HUMAN 4.1 Western Humanities: Arts, Ideas, and Values
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An interdisciplinary approach to the study of the arts, ideas and values of the West. Emphasis will be placed on the visual arts, drama, music, literature, philosophy and religion within a cultural context. The course will cover prehistory, ancient Mesopotamia, Egypt, Greece, Rome, and the Middle Ages to the Renaissance. (CSU; UC)

HUMAN 4.2 Western Humanities from 1600
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An interdisciplinary approach to the study of the arts, ideas, and values of Western culture. The course will focus on the visual arts, drama, music, literature, philosophy, and religion within a cultural context. It will cover the Baroque, Neoclassical, Romantic, Modern, and Postmodern periods (1600 to present). (CSU; UC)

HUMAN 5 World Humanities: Arts, Ideas, Values
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An interdisciplinary approach to the study of the arts, ideas, and values of selected world cultures. The course will focus on the visual arts, drama, music, literature, philosophy, and religion -- identifying both their interconnectedness and inherent diversity. The course may be taught chronologically or thematically. (CSU; UC)

HUMAN 6 Humanities in the United States
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An interdisciplinary pluralistic exploration of Humanities in the United States. The course will explore the cultural contributions of at least three ethnic groups, focusing on the visual arts, music, drama, film, literature and philosophical/religious thought in the United States. Course materials may be presented either chronologically or thematically. (CSU; UC)

HUMAN 7 Introduction to the Humanities
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An introduction to the humanities focusing on the visual arts, drama, film, music, dance, literature, philosophy and religion as forms of human expression. Emphasis will be on understanding and appreciating a variety of cultural expressions within their cultural context. The course may be taught thematically or may focus on a specific period of time. (CSU; UC)

HUMAN 8 Comparative Mythology
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course investigates myths representing diverse global cultures; introduces scholarly theories and methods of interpretation; compares and contrasts plot structures, themes and character types within and across cultures; and traces myth's relationship with religion and the arts. (CSU; UC)

HUMAN 20 The Humanities in Asia: Arts, Ideas and Values
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An interdisciplinary exploration of the arts, ideas and values among the cultures of East, Southeast, South and/or Central Asia, with focus upon works of literature, film, visual art, music, theater and dance, philosophy and religion as pertaining to the various disciplines of the humanities in Asia. (CSU; UC)

HUMAN 21 The Humanities in the Middle East
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An interdisciplinary exploration of the arts, ideas and values among the cultures of the Middle East (aka Near East) drawing upon works of literature, film, visual art, music, theatre, dance, philosophy and religion. (CSU; UC)

HUMAN 22 Humanities in Africa: Arts, Ideas, and Values
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An interdisciplinary exploration of the arts, ideas and values among the cultures across the African continent. This course will focus upon works of literature, film, visual art, music, theater and dance. Course will also focus on religion and philosophy as they pertain to the various disciplines of the humanities in Africa. (CSU; UC)

HUMAN 49 Independent Study in Humanities
1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: At least one prior course in the relevant discipline. Eligibility for English 1A. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.

Seminars and individual conferences by arrangement to provide for independent study and an enriched academic experience in the Humanities. UC determines credit AFTER transfer; not counted for admissions. (See a counselor for details). (CSU; UC)

INTERDISCIPLINARY STUDIES

INTDIS 2 Popular Culture in the United States
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This class examines the relationship between individual identity and large-scale historical forces for the creation of popular culture. (CSU; UC)

INTDIS 4 Culture & Values in Latin America & the Caribbean
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An interdisciplinary exploration of the history, cultures, intellectual endeavors and societies in both Latin America and the Caribbean. (CSU; UC)

INTDIS 90 Study Abroad Life and Culture
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
Limits on enrollment: Admission to Program. This course is designed to introduce students to the daily life, culture, social structures, economic and political systems of a foreign country as part of the the Study Abroad Program. Students will appreciate and be able to function in another culture through a combination of lectures by local experts, organized field trips, and authentic experiences. Students must be accepted into the Semester Abroad Program.

INTERIOR DESIGN

INDE 20 Introduction to Interior Design
3 Units/3 hours lecture. Grade Only. Recommended: ENGL 100 or ESL 100.
This course covers interior design principles and elements; influences of historical, cultural and functional design factors; and the selection and arrangement of interior furnishings and materials. Career options in interior design will be included. (CSU; UC)

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INDE 50 Drafting and Drawing for Interiors  
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
This course covers basic design drawing techniques used for interior design. Students will learn to manually draft interior floor plans, elevations, and sections in scale; including drafting furniture to scale. This course will also introduce students to the principles and techniques used in interior illustration. Emphasis will be placed on drawing and linear perspective using light, shadow, and pencil rendering of furniture, interior finishes and accessories. (CSU)

INDE 52 Interior Environment and Space Planning  
(Formerly INDE 80.1) 3 Units/2 hours lecture, 3 hours laboratory.  
Grade Only. Prerequisite: Course Completion of INDE 20 and INDE 50. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion or Concurrent Enrollment in INDE 128.  
Analysis and application of design concepts, space planning techniques and resources necessary to creatively solve problems related to the function and quality of our human environment. The concept of integrating barrier-free design, resource management and environmental psychology into a functional design is explored. (CSU)

INDE 62.1 History of Furniture 1  
(Formerly INDE 130) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
An overview of furniture styles of Europe and North America. Representative furniture, historical backgrounds, and significant designers from antiquity through the present will be discussed. (CSU)

INDE 63 Interior Products, Materials, and Lighting  
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
Introduction to products and materials used in interior design, including flooring, wall coverings, furniture, window treatments, accessories and interior lighting for residential and commercial interiors. The life cycle of products and materials used in interiors, their impact on building occupants, and Indoor Environmental Quality (IEQ) indicators will be discussed. (CSU)

INDE 64.1 Professional Practices for Interior Design  
(Formerly INDE 112) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
This course is designed to provide students with knowledge of the business aspects of the interior design profession. Topics include ethics, contracts, licensing, ordering, client-designer relationships, costs, billing and fee schedules. Students will gain experience measuring, estimating, and budgeting for a design project. (CSU)

INDE 67 Interior Illustration and Rendering  
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of INDE 20 and INDE 50. Recommended: Course Completion of ART 3 or ART 7A.  
Introduction to the principles and techniques used in interior illustration. Emphasis on drawing in perspective using light, shade and shadow, and pencil rendering of furniture, interior finishes and accessories. (CSU)

INDE 114 Computerized Business Management for Interior Design  
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Course Completion of CS 101A or CS 105A.  
This course covers the business aspects of interior design, ethical practices and working relationships with clients, vendors and staff. Also includes methods of compensation, creating client files of sourcing products, creating proposals, estimating clients’ budget, billing and invoicing using the Design Manager Software Program.

INDE 122 Kitchen and Bath Design  
(Formerly INDE 66.1) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of INDE 20. Recommended: Eligibility for ENGL 100 or ESL 100 and INDE 50.  
Principles and elements of interior design for creating efficient and aesthetically pleasing kitchens and baths. Topics include space planning, equipment, appropriate materials, and building codes. Application of National Kitchen and Bath Standards for interior design. Students must provide their own drafting supplies.

INDE 128 Barrier Free Interior Design  
(Formerly INDE 65) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of INDE 20. Recommended: Eligibility for ENGL 100 or ESL 100.  
This class will explore the accessibility standards and requirements for design of barrier free interior spaces. Includes a review of the California Code and other building and barrier free regulations.

INDE 131 History of Furniture 2  
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
World-wide architectural influences on furniture and interior design styles from the beginning of the Industrial Revolution to the present. Includes a study of designers and their influence on today’s furniture styles.

INDE 132 Furniture and Product Design  
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of INDE 20 and INDE 50. Recommended: Eligibility for ENGL 100 or ESL 100.  
Study of the design considerations for products used in interior spaces. Includes designing and presenting models of wallcoverings, textiles, area rugs, case goods, upholstered goods, and other products utilized in an interior.

INDE 135 Working Drawings for Interior Design  
(Formerly INDE 68.2) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of INDE 128.  
This course will explore the technical aspects of creating interior design construction documents. Construction materials and building systems will be covered. A set of construction documents will be generated, utilizing Standard Building Code requirements. Typical framing methods used in residential construction will be applied to plans, elevations, sections, details and schedules.

INDE 136 Interior Design Studio  
(Formerly INDE 87) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of INDE 50 and INDE 20. Recommended: Eligibility for ENGL 100 or ESL 100 and INDE 135.  
This course covers the complete design process in planning space that is consistent with project and program requirements, applicable codes and professional standards. A variety of team and individual design assignments selected to develop proficiency in the design process will be utilized.

INDE 137 Commercial Design  
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP.  
This course introduces design of revenue-generating commercial spaces. It includes an overview of commercial design career options and recognition of client needs. Includes client relations, space planning, aesthetics, color, access, conservation of energy, safety and regulatory requirements. Practical design problems in space analysis, reading, analyzing, and interpreting construction drawings and applying human factors in space utilizations are included.

INDE 138 International Practices in Interior Design  
3 Units/3 hours lecture. Grade Only. Recommended: Completion of INDE 64.1, and eligibility for ENGL 100 or ESL 100.  
This course examines international practices in the interior design industry. Emphasis is on business practices and procedures in handling and consolidating shipments, letters of credit, documentation and general banking practices in exports and imports of materials related to the interiors industry. The role and activities of the international furnishings, decorative accessories designers and textiles markets will be discussed.

INDE 140 Portfolios for Interior Design  
2 Units/1.5 hours lecture, 2 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.  
Principles and procedures for developing and producing the interior designer’s portfolio for the purpose of job interviews and client presentations. Students will create portfolios that illustrate their strengths and demonstrate a clear understanding of format, graphic design, typography, concept development, and business communication.

ITALIAN

ITAL 1 Elementary Italian–Part 1  
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.  
Beginning elementary speaking, listening, reading, and writing in Italian. Introduction to Italy and its cultures, including contributions to western civilization. (CSU, UC)  
AA/AS area C, CSU area C2, IGETC area 6A.
ITAL 2 Elementary Italian - Part 2
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP. Prerequisite: ITAL 1 or two years of high school Italian or equivalent. Recommended: Eligibility for ENGL 1A or equivalent. Continuation of elementary Italian language and culture with the increasing development of communication skills. Continuation of Italian 1.(CSU;UC.) AA/AS area E; C2,GETC areas 38,6A

ITAL 3 Intermediate Italian - Part 1
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP. Prerequisite: ITAL 2 or three years of high school Italian or equivalent. Recommended: Eligibility for ENGL 1A or equivalent. Speaking, reading and writing in Italian with discussions and essays to develop linguistic skill and cultural knowledge. Review of first-year linguistic and cultural content.(CSU;UC.) AA/AS area E; C2,GETC areas 38,6A

ITAL 4 Intermediate Italian - Part 2
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP. Prerequisite: Course Completion of ITAL 3. Recommended: Eligibility for ENGL 1A or equivalent. Speaking, reading and writing in Italian with discussions and essays to further develop linguistic skill and cultural knowledge at the intermediate level. Review and expansion of Italian 1 through 3.(CSU;UC.) AA/AS area E; C2,GETC areas 38,6A

ITAL 39.1 Introduction To Italian Literature In Translation
Formerly ITAL 80.1 3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 1A. This chronological survey of Italian literature in English translation introduces the principal movements, authors, and representative works of Italian literature from the 13th through the 18th centuries. Focus is on major themes of Italy’s early history, intellectual evolution, political development, and social phenomena as reflected in various works of prose, poetry, and drama. The class is conducted in English.(CSU;UC.) AA/AS area E; C2,GETC area 38

ITAL 49 Independent Study in Italian
1-3 Units/Up to 3 hours by arrangement. Grade Only. Prerequisite: Course Completion of ITAL 2. Recommended: Eligibility for ENGL 1A or equivalent. Limits an enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Individual conferences or small group seminars by arrangement to provide for independent research and enriched academic experience in Italian, culminating in a formal written and/or oral product. Course content varies but must not replicate the content of existing courses and is established according to the independent study application process. Students should have at least a 2.00 (C) grade average in all courses previously taken in Italian. NOTE: UC determines credit after transfer; not counted for admission. See a counselor for details. See a counselor for details.(CSU;UC.)

ITAL 50A Beginning Conversational Italian, Part 1
3 Units/3 hours lecture, 1 hour by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. A beginning conversational Italian course designed to improve those listening and speaking skills needed at school, on the job, and in the community. Students participate in a variety of pronunciation, listening and conversational activities. An introduction to the core grammatical structures and vocabulary required for communication. Not recommended for heritage speakers of Italian or students with two years of high school Italian or one year of college Italian with “A” or “B” grade within the past three years.(CSU.)

ITAL 50B Beginning Italian Conversation - Part 2
3 Units/3 hours lecture, 1 hour by arrangement. Grade or P/NP. Prerequisite: Course Completion of ITAL 50A OR ITAL 1 or equivalent. Recommended: Eligibility for ENGL 1A or equivalent. A continuation of beginning conversational Italian course designed to improve those listening and speaking proficiencies needed at school, on the job, and in the community. Students participate in a variety of pronunciation, listening and conversational activities. An introduction to and development of the core grammatical structures and vocabulary required for communication.(CSU.)

ITAL 50C Intermediate Italian Conversation, Part 1
3 Units/3 hours lecture, 3 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of ITAL 50B OR Course Completion of ITAL 2. A beginning intermediate conversational Italian course designed to improve fluency through expansion of active vocabulary, attention to verb tense usage and oral practice.(CSU.)

ITAL 58 Intermediate Italian Conversation, Part 2
2 Units/2 hours lecture, 1 hour by arrangement. Grade or P/NP. Prerequisite: Course Completion of ITAL 50C OR ITAL 3 or equivalent. Recommended: Eligibility for ENGL 1A or equivalent. This high-intermediate Italian conversation course is designed to expand and refine more advanced oral communication, further developing those listening and speaking skills needed for effective cross-cultural understanding in various social, academic, and professional situations.(CSU.)

ITAL 70A Intermediate Italian Conversation & Culture Thru Film 1
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ITAL 50B OR Course Completion of ITAL 2. Recommended: Eligibility for ENGL 1A or equivalent. Course focuses on improving conversational ability and cultural comprehension through the study of film as a reflection of and a comment on Italian history and culture. Films will be studied in their original language, and course will be conducted with emphasis on expanding and reviewing Italian language skills.(CSU) AA/AS area E; C2,GETC area 38

ITAL 70B Intermediate Italian Conversation & Culture Thru Film 2
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of ITAL 50B OR Course Completion of ITAL 2. Recommended: Eligibility for ENGL 1A or equivalent. Course focuses on improving conversational ability and cultural comprehension through the study of film as a reflection of and a comment on Italian history and culture. Films will be studied in their original language, and course will be conducted with emphasis on expanding and reviewing Italian language skills.(CSU) AA/AS area E; C2,GETC area 38

JOURNALISM

JOUR 1 Introduction to Journalism
3 Units/3 hours lecture. Grade Only. Recommended: Course Eligibility for ENGL 1A. Introduction to journalism, news reporting and writing with an emphasis on journalistic standards, media ethics and the changing nature of the news industry. Students will learn fundamental reporting skills and write news and feature articles for possible publishing in the Oak Leaf college newspaper and/or website.(CSU;UC. C-ID:JOUR 110; JOUR 110)

JOUR 1L Introduction to Journalism Lab
0.5 Unit/1.5 hours by arrangement. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in JOUR 1. Recommended: Eligibility for ENGL 1A or equivalent. A lab course in which students will practice Journalism 1 skills involving reporting, news gathering, news and feature writing, editing and applying AP Style.(CSU;UC. C-ID:JOUR 110 Series)

JOUR 2 News Gathering and News Writing
3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of JOUR 1 and ENGL 1A. Advanced writing class for print and online media. Students will build skills in deadline news writing and learn to report, write and use multimedia for a variety of story types, including news, opinion, social issues, entertainment reviews and feature/ investigative pieces.(CSU;UC. C-ID:JOUR 210)

JOUR 2L News Gathering and News Writing Lab
0.5 Unit/1.5 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion or Concurrent Enrollment in JOUR 2. Recommended: Course Completion of JOUR 1 and ENGL 1A. A lab course in which students will practice Journalism 2 skills involved in learning to develop ideas, report, write and use multimedia for a variety of story types, including news, opinion, social issues, entertainment reviews and feature/ investigative pieces.(CSU;UC.)

JOUR 52A News Media Practice 1
5 Units/2 hours lecture, 9 hours laboratory. Grade Only. Recommended: Course Completion or Concurrent Enrollment in JOUR 1. A lecture/laboratory course that produces The Oak Leaf, the college newspaper and website. Students learn journalistic standards, media ethics, writing, editing, design, multimedia, social media and other skills required in modern news production.(CSU. C-ID:JOUR 130)

JOUR 52B News Media Practice 2
5 Units/2 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: JOUR 52A with a grade of “C” or better. A lecture/laboratory course that produces The Oak Leaf, the college newspaper and website. Students learn journalistic standards, media ethics, writing, editing, design, multimedia, social media and other skills required in modern news production.(CSU. C-ID:JOUR 130)
Courses: Kinesiology Aquatics

JOUR 52C News Media Practice 3
3 Units/2 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: JOUR 52B with a grade of “C” or better. A lecture/laboratory course that produces The Oak Leaf, the college newspaper and website. Students learn journalistic standards, media ethics, writing, editing, design, multimedia, social media and other skills required in modern news production.(CSU; C-ID: JOUR 131)

JOUR 52D News Media Practice 4
3 Units/2 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: Course Completion of JOUR 52C. A lecture and laboratory capstone course that produces The Oak Leaf, the college newspaper and website. Students apply journalistic standards, media ethics, writing, editing, design, multimedia, social media and other skills to produce print and web versions of The Oak Leaf. Journalism 52D students assume leadership positions in running The Oak Leaf and teach specialized workshops to other staff members.(CSU; C-ID: JOUR 131)

JOUR 54 Magazine Journalism: Writing and Production 1
3 Units/2 hours lecture, 1 hour laboratory, 2 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. Introduction to the magazine industry and to writing and producing articles for publication. Students will learn to develop story ideas, submit query letters, conduct research and interviews, and write and edit articles. Students can publish and market finished pieces in Rosa Roots, the online SRJC magazine, or submit queries to outside publications.(CSU)

JOUR 55 Multimedia Reporting
3 Units/2 hours lecture, 1 hour laboratory, 2 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion or Concurrent Enrollment in JOUR 1 or JOUR 2. This course provides students with hands-on training to learn how to create and edit text, audio, video and photos to produce multimedia news and feature stories for the web.(CSU; C-ID: JOUR 120)

KINESIOLOGY AQUATICS

KAQUA 1.3 Advanced Swimming
(Formerly PHYED 12.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of PHYED 12.2. Limits on enrollment: By Tryout. This class consists of advanced swim strokes that include the front crawl, back crawl, breaststroke and butterfly. In addition to swimming, this class also includes basic water safety skills and knowledge of advanced swimming skills to work toward a higher level of cardiovascular fitness.(CSU; UC.)

KAQUA 1.4 Training for the Competitive Swimmer
(Formerly ATHL 4.6) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 2.3. Limits on enrollment: By tryout first day of class. Training program designed to develop skills and physical fitness needed for competitive swimming. (CSU; UC.)

KAQUA 2.1 Aquatic Fitness
(Formerly PHYED 13.1) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 1.2. This class consists of aquatic fitness exercises, and advanced swim strokes that include the freestyle, backstroke, breaststroke and butterfly. This class will introduce how to develop a training and conditioning program through the use of aquatic fitness exercises, and advanced swim strokes. (CSU; UC.)

KAQUA 2.3 Advanced Aquatic Fitness
(Formerly PHYED 13.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 2.1. This class consists of advanced aquatic fitness exercises, advanced swim strokes that include the freestyle, backstroke, breaststroke, butterfly, and advanced aquatic conditioning techniques. This class will introduce how to develop a training and conditioning program through the use of aquatic fitness exercises, advanced swim strokes, and advanced aquatic conditioning techniques. (CSU; UC.)

KAQUA 3.1 Beginning Aquatic Calisthenics
(Formerly PHYED 16) 1.5 Units/3 hours laboratory. Grade or P/NP. This water aerobics course will begin including level aquatic calisthenic exercise. This class will include a variety of beginning water exercises. (CSU; UC.)

KAQUA 3.2 Intermediate Aquatic Calisthenics
1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 1.1. This class consists of intermediate swim strokes that include the front crawl, back crawl, side stroke, breast stroke and backstroke. In addition to swimming, this class also includes basic water safety skills and knowledge leading to safe practices while in, on or about the water.(CSU; UC.)

KAQUA 4.1 Deep Water Running
(Formerly PHYED 17) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 1.1. Deep water running and other aquatic exercises for improving fitness, cross training, water safety, and rehabilitation. Workout composition, proper body mechanics, aquatics rehabilitation skills, and water safety skills will be presented.(CSU; UC.)

KAQUA 10.1 Beginning Springboard Diving
(Formerly PHYED 18) 1.5 Units/3 hours laboratory. Grade or P/NP. Beginning springboard diving skills using one and three meter diving boards.(CSU; UC.)

KAQUA 10.2 Intermediate Springboard Diving
1.5 Units/3 hours laboratory. Grade or P/NP. Instruction in intermediate diving skills with a focus on competitive dives and flexibility and strength for performance.(CSU; UC.)

KAQUA 12.1 Beginning Water Polo
(Formerly PHYED 19.1) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 1.2. This class consists of basic water polo skills and techniques that include ball handling, dribbling, passing, shooting, and blocking. This class also includes an introduction to the rules of the game as well as basic tactical strategies for offense and defense.(CSU; UC.)

KAQUA 12.2 Intermediate Water Polo
(Formerly PHYED 19.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 12.1. This class consists of intermediate water polo skills and techniques that include ball handling, dribbling, passing, shooting, and blocking. This class also includes a review of the rules of the game, team offense, team defense, developing players at specific positions, and an introduction to specific team plays and strategies.(CSU; UC.)

KAQUA 12.3 Training for Competitive Water Polo
(Formerly PHYED 20) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 12.2. Limits on enrollment: By tryout. This course provides a training program to enhance performance in water polo. This course is intended for students with water polo experience who may be interested in trying out for the water polo team as well as those who are already playing on the team.(CSU; UC.)

KINESIOLOGY COMBATIVE

KCOMB 1.1 Tai Chi Chen Style
(Formerly KCOMB 1.1) 1.5 Units/3 hours laboratory. Grade or P/NP. This class is designed for individuals of all fitness levels who want to improve balance, concentration, focus, flexibility, breathing, and mind/body awareness through practicing Chen Style Tai Chi. Applications of Tai Chi principles and Qigong breathing techniques will be covered. Students will be introduced to Chen Style Tai Chi form, a series of flowing movements developed for personal cultivation, health improvement, and self-defense.(CSU; UC.)
KCOMB 1.2 Tai Chi - Yang Style
1.5 Units/3 hours laboratory. Grade or P/NP.
This class is designed for individuals of all fitness levels who want to improve balance, concentration, focus, flexibility, breathing, and mind/body awareness through practicing Yang Tai Chi. Applications of Yang Tai Chi principles and Qigong breathing techniques will be covered. Students will be introduced to Yang Style Tai Chi Chuan, a series of flowing movements developed for personal cultivation, health improvement, and self defense.(CSU;UC.)

KCOMB 1.3 Tai Chi - Wudang Style
1.5 Units/3 hours laboratory. Grade or P/NP.
This class is designed for individuals of all fitness levels who want to improve balance, concentration, focus, flexibility, breathing, and mind/body awareness through practicing Wudang Tai Chi form. Applications of Tai Chi Sword principles and Qigong breathing techniques will be covered. Students will be introduced to Wudang Style Tai Chi, a series of flowing movements developed at Wudang Mountain for personal cultivation, health improvement, and self defense.(CSU;UC.)

KCOMB 1.4 Tai Chi - Sword
1.5 Units/3 hours laboratory. Grade or P/NP.
This class is designed for individuals of all fitness levels who want to improve balance, concentration, focus, flexibility, breathing, and mind/body awareness through practicing Tai Chi Sword form. Applications of Tai Chi Sword principles and Qigong breathing techniques will be covered. Students will be introduced to Tai Chi Sword forms training, a series of flowing movements developed primarily from Martial arts techniques and then adjusted based on observation of nature.(CSU;UC.)

KCOMB 2.1 Beginning Judo
(Formerly PHYED 70.1) 1 Unit/2 hours laboratory. Grade or P/NP.
An introductory judo course that emphasizes judo history, vocabulary, rules and methods of competition, fundamental throwing, falling, and grappling techniques.(CSU;UC.)

KCOMB 2.2 Intermediate Judo
(Formerly PHYED 70.2) 1 Unit/2 hours laboratory. Grade or P/NP. Recommended: Course Completion of PHYED 70.1.
A progressive course designed for the continuing judo student with emphasis on intermediate level judo throws, locks, pins, and grips. This course will include increasing levels of judo fitness, as well as history of judo in America.(CSU;UC.)

KCOMB 2.3 Advanced Judo
(Formerly PHYED 70.3) 1 Unit/2 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 2.2.
A progressive course designed for the experienced judo student with an emphasis on advanced judo techniques including combinations and Katas. There will be an emphasis on increasing the student’s level of fitness, history, vocabulary, and developmental aspects of competitive judo. (CSU;UC.)

KCOMB 3.1 Beginning Karate
(Formerly PHYED 71.1) 1.5 Units/3 hours laboratory. Grade or P/NP.
The course will emphasize beginning karate techniques, fundamentals, and strategies that include, kata and sparring as well as various conditioning exercises that develop speed, power, reaction and flexibility.(CSU;UC.)

KCOMB 3.2 Intermediate Karate
(Formerly PHYED 71.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 3.1.
This course will emphasize intermediate karate fundamentals, techniques, and strategies that include kata and sparring as well as various conditioning exercises that develop speed, power, reaction and flexibility.(CSU;UC.)

KCOMB 4.1 Beginning Boxing
(Formerly PHYED 72.1) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 4.1.
This course is designed to introduce students to beginning boxing fundamentals, as well as challenge and build cardiovascular efficiency, muscular strength and flexibility with respect to boxing.(CSU;UC.)

KCOMB 4.2 Intermediate Boxing
1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 4.1.
This course advances students from basic boxing fundamentals and techniques to an intermediate level, while enhancing fitness, balance, flexibility and strength.(CSU;UC.)

KCOMB 5.1 Beginning Foil Fencing
1.5 Units/3 hours laboratory. Grade or P/NP.
Fundamentals of French foil fencing with an emphasis in basic footwork, attacks, parries, bladework, and bout experience.(CSU;UC.)

KCOMB 5.2 Intermediate Foil Fencing
1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 5.1.
This course is designed for students progressing in foil fencing and will include intermediate level techniques with an emphasis on guard position, attacks, parries, ripostes to combination of skills, and match experiences.(CSU;UC.)

KCOMB 5.3 Advanced Foil Fencing
1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 5.2.
This course is designed for students progressing in foil fencing and will include advanced level techniques with an emphasis on strategies for competition, individual lesson skills, with both giving and taking, and advanced refereeing skills in bouts using competitive electric scoring.(CSU;UC.)

KCOMB 6.1 Beginning Sabre Fencing
1.5 Units/3 hours laboratory. Grade or P/NP.
This class provides instruction on beginning sabre fencing skills. Activities include daily warm-up, footwork practice, paired off drills on new actions and free bouts. The class also includes occasional refereed bouts with the students acting as judges. (CSU;UC.)

KCOMB 6.2 Intermediate Sabre Fencing
1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 6.1.
This course is designed for students progressing in sabre fencing and will include intermediate level techniques with an emphasis in on guard position, attacks, parries, ripostes to combination of skills, and match experiences.(CSU;UC.)

KCOMB 6.3 Advanced Sabre Fencing
1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 6.2.
This course is designed for students progressing in sabre fencing and will include advanced level techniques with an emphasis on strategies for competition, individual lesson skills, with both giving and taking, and advanced refereeing skills in bouts using competitive electric scoring.(CSU;UC.)

KCOMB 7.1 Beginning Epee Fencing
1.5 Units/3 hours laboratory. Grade or P/NP.
Fundamentals of Epee fencing with an emphasis in basic footwork, attacks, parries, bladework, and bout experience.(CSU;UC.)

KCOMB 7.2 Intermediate Epee Fencing
1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 7.1.
This course is designed for students progressing in epee fencing and will include intermediate level techniques with an emphasis in en garde position, attacks, parries, ripostes to combination of skills, and match experiences.(CSU;UC.)

KCOMB 7.3 Advanced Epee Fencing
1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KCOMB 7.2.
This course is designed for students progressing in epee fencing and will include advanced level techniques with an emphasis on strategies for competition, individual lesson skills, with both giving and taking, and advanced refereeing skills in bouts using competitive electric scoring.(CSU;UC.)

KCOMB 10 Personal Safety & Self Defense
(Formerly PHYED 66) 1 Unit/3 hours laboratory. Grade or P/NP.
Instruction in personal safety and assault prevention with an emphasis on physical and psychological aspects of personal defense. Physical defensive tactics and techniques are included. (CSU;UC.)
Courses: Kinesiology Fitness

**KFIT 1.2 Intermediate Aerobic Dance**  
(Formerly PHYED 27.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KFIT 1.1.  
The focus of this course is intermediate aerobic dance, a physical activity designed to increase cardiovascular/respiratory fitness, improve muscular strength and endurance, increase flexibility, and enhance body awareness. Movement patterns to music will be presented. Activities may include other forms of aerobic exercise and resistance training. Students are to perform exercises at an intermediate level with greater intensity and complexity than beginning aerobic dance. (CSU;UC.)

**KFIT 2.1 Beginning Step Aerobics**  
(Formerly PHYED 28.2) 1.5 Units/3 hours laboratory. Grade or P/NP.  
The focus of this course is Step Training, an aerobic activity incorporating a platform, sometimes accompanied by risers, designed to increase cardiovascular/respiratory fitness and improve muscular strength and endurance. Basic step patterns and movement combinations choreographed to music will be presented. Activities may include other forms of aerobic exercise, resistance/core training, static stretching, and relaxation. (CSU;UC.)

**KFIT 2.2 Intermediate Step Aerobics**  
(Formerly PHYED 28.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KFIT 2.1.  
The focus of this course is Intermediate Step Training, an aerobic activity incorporating a platform and sometimes with risers, designed to increase cardiovascular/respiratory fitness and improve muscular strength and endurance. Intermediate step patterns and movement combinations choreographed to music will be presented. Activities may include other forms of aerobic exercise, resistance/core training, static stretching, and relaxation. (CSU;UC.)

**KFIT 3.1 Beginning Body Conditioning**  
(Formerly PHYED 31.1) 1.5 Units/3 hours laboratory. Grade or P/NP.  
The purpose of this course is to provide students with an exercise program designed to develop the key components of health related physical fitness: cardiovascular/respiratory conditioning, muscular strength, muscular endurance, flexibility, and body composition. (CSU;UC.)

**KFIT 3.2 Intermediate Body Conditioning**  
(Formerly PHYED 31.2) 1.5 Units/3 hours laboratory. Grade or P/NP.  
The purpose of this course is to provide students with an intermediate level exercise program designed to further develop the key components of health related physical fitness: cardiovascular/respiratory conditioning, muscular strength, muscular endurance, flexibility, and body composition. (CSU;UC.)

**KFIT 3.3 Advanced Body Conditioning**  
(Formerly PHYED 31.3) 1.5 Units/3 hours laboratory. Grade or P/NP.  
The purpose of this course is to provide students with an advanced level exercise program designed to further develop the key components of health related physical fitness: cardiovascular/respiratory conditioning, muscular strength, muscular endurance, flexibility, and body composition. (CSU;UC.)

**KFIT 4.1 Body Mechanics**  
(Formerly PHYED 32) 1.5 Units/3 hours laboratory. Grade or P/NP.  
Exercises for fitness with an emphasis on core strength, flexibility, posture, and muscle tone. Activities may include forms of aerobic exercise, resistance training, yoga, and pilates movements. (CSU;UC.)

**KFIT 5.1 Beginning Pilates Mat**  
(Formerly PHYED 33) 1.5 Units/3 hours laboratory. Grade or P/NP.  
This beginning level class is designed for individuals with no previous Pilates experience. Students will improve overall movement efficiency, correct muscle imbalances, increase core strength, and develop the mind/body connection during movement based on the original techniques developed by Joseph H. Pilates. Students will be introduced to principles of proper alignment, strength, endurance, flexibility, balance and coordination using beginning level mat exercises. (CSU;UC.)

**KFIT 5.2 Intermediate Pilates Mat**  
1.5 Units/3 hours laboratory. Grade or P/NP.  
This intermediate level class is designed for individuals with previous Pilates experience. Students will improve overall movement fluidity, breathing techniques, kinesthetic awareness, proprioception, core strength and endurance while integrating the mind/body connection during movement based on the original techniques developed by Joseph H. Pilates. Students will learn principles of proper alignment, strength, endurance, flexibility, balance and coordination using intermediate level mat exercises. (CSU;UC.)

**KFIT 6.1 Beginning Yoga**  
(Formerly PHYED 35) 1.5 Units/3 hours laboratory. Grade or P/ NP.  
This beginning level class is designed for individuals with no previous yoga experience. Using Hatha yoga asanas (postures), students will emphasize beginning level flexibility, strength, balance, and coordination. Yoga techniques for mind-body connection and centering will include breathing and relaxation methods. (CSU;UC.)

**KFIT 6.2 Intermediate Yoga**  
1.5 Units/3 hours laboratory. Grade or P/ NP.  
This intermediate level class is designed for individuals with previous yoga experience. Using Hatha yoga asanas (postures), students will emphasize intermediate level flexibility, strength, balance, and coordination. Course covers the history of yoga, pranayama, and the eight limbs of yoga. (CSU;UC.)

**KFIT 7.1 Beginning Circuit Training**  
(Formerly PHYED 37) 1.5 Units/3 hours laboratory. Grade or P/ NP.  
Beginning circuit training for the purpose of establishing muscular strength and fitness. In addition to various circuit training techniques, this class may also include cardiovascular and core workouts. (CSU;UC.)

**KFIT 7.2 Circuit Training Intermediate**  
1.5 Units/3 hours laboratory. Grade or P/ NP.  
Intermediate circuit training for the purpose of improving muscular strength and fitness. In addition to various circuit training techniques, this class may also include cardiovascular and core workouts. (CSU;UC.)

**KFIT 8.1 Beginning Weight Lifting**  
(Formerly PHYED 38) 1.5 Units/3 hours laboratory. Grade or P/ NP.  
Weight lifting for the purpose of establishing muscular strength and fitness. In addition to various weight lifting techniques, this class may also include cardiovascular and core strengthening workouts. (CSU;UC.)

**KFIT 8.2 Intermediate Weight Training**  
1.5 Units/3 hours laboratory. Grade or P/ NP.  
Intermediate weight training for the purpose of establishing and building muscular strength and fitness. In addition to various weight training techniques, this class may also include cardiovascular and core strengthening workouts. (CSU;UC.)

**KFIT 10.1 Resistance Training**  
1.5 Units/3 hours laboratory. Grade or P/ NP.  
This course utilizes muscular strength and endurance training using a variety of modalities and equipment including but not limited to: machines, free weights, bars, exercise tubes, medicine balls, body weight, stability balls, and cables. (CSU;UC.)

**KFIT 11.1 Periodized Weight Training**  
1.5 Units/3 hours laboratory. Grade or P/ NP.  
Periodization is a systematic, progressive weight training program that involves cycling through different phases of training in a planned time frame for optimal levels of adaptation and to prevent overtraining. Programs are designed based on intensity, volume, exercise order, rest periods, and workout frequency. Fitness assessments along with short term and long term goals will be developed to create and implement an appropriate training plan. (CSU;UC.)

**KFIT 12.1 Power Lifting**  
1.5 Units/3 hours laboratory. Grade or P/ NP.  
This class is designed to provide an opportunity to power train. Students will develop an understanding of power lifting and how to implement it into a fitness plan. Power lifting is a system of heavy resistance and low repetition exercise that builds power in large muscle groups. (CSU;UC.)

**KFIT 16.1 Plyometrics, Speed and Agility**  
1.5 Units/3 hours laboratory. Grade or P/ NP.  
This course will introduce students to equipment and drills used to improve strength, power, speed, agility, and jumping ability while developing coordination and balance. (CSU;UC.)
KFIT 17.1 Interval Training
1.5 Units/3 hours laboratory. Grade or P/NP.
Interval training is a discontinuous style of training where different intensities and/or types of exercises are alternated along with rest periods. Course will include various methods of interval training including a warm-up, cool-down, cardiovascular conditioning, muscular endurance, core training, and flexibility.(CSU;UC.)

KFIT 20.1 ZUMBA
1.5 Units/3 hours laboratory. Grade or P/NP.
This course focuses on Zumba dance fitness. Zumba uses Latin-inspired music and dance moves for cardiovascular conditioning. The course combines dance aerobics with interval training known as intermittent training. Activities may include other forms of cardiovascular exercise and resistance training.(CSU;UC.)

KFIT 21.1 Cardio Kickboxing
1.5 Units/3 hours laboratory. Grade or P/NP.
This course emphasizes a total body workout through cardio kickboxing. Cardio kickboxing incorporates punches and kicks in a choreographed routine to music to improve cardiovascular conditioning, muscular endurance, flexibility, and body composition. Course will also include resistance training and core exercises.(CSU;UC.)

KFIT 25.1 Vinyasa Flow Yoga
1.5 Units/3 hours laboratory. Grade or P/NP.
Vinyasa flow is a style of yoga where asanas/poses are performed in a sequence and synchronized with the breath. This style of yoga flows smoothly from one pose to the next, creating continuous movement that promotes cardiovascular and muscular conditioning. Flexibility, strength, balance, and coordination are also emphasized. The course covers the history and philosophy of yoga, breathing techniques and meditation. (CSU;UC.)

KFIT 26.1 Gentle Yoga
1.5 Units/3 hours laboratory. Grade or P/NP.
Gentle yoga is based on hatha style yoga yet is less strenuous than other forms. This class benefits students that may have physical challenges, limited flexibility or those looking for a more relaxed, stress reducing yoga experience. The course progresses at a slower pace and focuses on stretching all areas of the body, while releasing stress and tension from joints and muscles. Yoga techniques for stress reduction, including breathing, meditation, and relaxation methods will be emphasized.(CSU;UC.)

KFIT 30.1 Stability Ball Training
1.5 Units/3 hours laboratory. Grade or P/NP.
The focus of this course is core training exercise using a stability ball. Stability ball training emphasizes balance, proprioception, stability, and muscular endurance. Class may also include cardiovascular conditioning and flexibility training. (CSU;UC.)

KFIT 31.1 Pilates Yoga Fusion
1.5 Units/3 hours laboratory. Grade or P/NP.
This class blends concepts of yoga and Pilates into one class for a comprehensive mind/body workout. Class will include exercises for improving core strength, muscular endurance, coordination, stability and flexibility. Focus will be on proper breathing techniques, form, alignment and integration of both pilates and yoga principles into the workout.(CSU;UC)

KFIT 32.1 Barre Fitness
1.5 Units/3 hours laboratory. Grade or P/NP.
This course combines ballet barre work, core conditioning, yoga, and orthopedic exercises with a focus on controlled movements and proper body alignment.(CSU;UC.)

KFIT 35.1 Walking for Fitness
1.5 Units/3 hours laboratory. Grade or P/NP.
This course is designed to teach and apply the principles of lifetime physical fitness: cardio-respiratory endurance, muscular strength, muscular endurance, flexibility and body composition. A variety of health and wellness issues will be addressed. The components of fitness will be met through structured individually paced fitness, walking techniques and strength conditioning exercises.(CSU;UC.)

KFIT 36.1 Jogging for Fitness
1.5 Units/3 hours laboratory. Grade or P/NP.
The emphasis of this course is on life-long exercise principles combined with the immediate benefit of a strength and aerobic workout. Using jogging as the aerobic exercise of choice, this course examines cardio-respiratory fitness, exercise principles, and how to design and evaluate fitness programs/workouts. This course will emphasize target Heart Rate: how to find it and how to use it when establishing and evaluating goals. The student will experiment with different types of workout and be encouraged to apply the information to their own body and level of conditioning.(CSU;UC.)

KFIT 37.1 Boot Camp
1.5 Units/3 hours laboratory. Grade or P/NP.
The course emphasizes a whole body workout throughout boot camp-style training. Boot camp incorporates calisthenics, cardiovascular and muscular conditioning, agility, drills, and interval training.(CSU;UC.)

KFIT 50 Teaching Aide
(Formerly PHYED 50) 1-2 Units/Up to 6 hours laboratory. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100. Units on enrollment: Students enrolling in this class must have prior approval from the supervising faculty member.
Teaching techniques for teacher's assistants in Kinesiology and Athletics. Student will assist faculty in a classroom environment for a semester. Students enrolling in this class must have prior approval from the supervising faculty member. (CSU)

Courses: Kinesiology Individual Sports

KINDV 1.1 Beginning Wrestling
(Formerly PHYED 73.1) 1.5 Units/3 hours by arrangement for 0 week. Grade or P/NP.
The course will emphasize beginning collegiate wrestling techniques, fundamentals, and strategies that include scholastic and freestyle as well as various conditioning exercises that develop speed, power, reaction and flexibility.(CSU;UC.)

KINDV 1.3 Advanced Wrestling
(Formerly PHYED 73.3) 1.5 Units/3 hours by arrangement for 0 week. Grade or P/NP Recommended: Course Completion of KINDV 1.1. A progressive course designed for the advanced wrestling student with an emphasis on advanced wrestling techniques. There will be an emphasis on increasing the student's level of fitness, history, vocabulary, and developmental aspects of competitive collegiate wrestling.(CSU;UC.)

KINDV 2.1 Beginning Badminton
(Formerly PHYED 77.1) 1.5 Units/3 hours laboratory. Grade or P/NP.
Introduction to badminton with emphasis on fundamental skills, strategies, and court etiquette. (CSU;UC.)

KINDV 2.2 Intermediate Badminton
(Formerly PHYED 77.2) 1.5 Units/3 hours laboratory. Grade or P/NP Recommended: Course Completion of KINDV 2.1. Presentation of intermediate level badminton skills, participation in match play, and a review of the rules of the game. Improvement of individual skills, team techniques, and game strategies will be emphasized. Students will be required to attend one high school badminton match outside of the scheduled class time.(CSU;UC.)

KINDV 2.3 Advanced Badminton
(Formerly PHYED 77.3) 1.5 Units/3 hours laboratory. Grade or P/NP Recommended: Course Completion of KINDV 2.2. Theory and practice of advanced badminton that includes advanced techniques and tactics of tournament competition. This class will include drills, practice, and intensive review of rules and tournament play. Students will be required to attend one high school badminton match outside of the scheduled class time.(CSU;UC.)

KINDV 3.1 Beginning Golf
(Formerly PHYED 78.1) 1.5 Units/3 hours laboratory. Grade or P/NP.
The purpose of this course is to provide students with an understanding of the game of golf, along with fundamentals, techniques, rules, and etiquette. Through this course students will learn the correct mechanics needed for the basics of beginning golf.(CSU;UC)

KINDV 3.2 Intermediate Golf
(Formerly PHYED 78.2) 1.5 Units/3 hours laboratory. Grade or P/NP Recommended: Course Completion of KINDV 3.1. The purpose of this course is to provide intermediate students with an understanding of the game of golf, along with strong fundamentals, rules, and etiquette. This course will enable every student...
Courses: Kinesiology Lecture

to approach each situation with the knowledge and confidence needed to create a successful and more enjoyable round of golf.(CSU;UC.)

KINDV 3.3 Advanced Golf
(Formerly PHYED 78.3) 1 Unit/2 hours laboratory. Grade or P/NP. Recommended: Course Completion of KINDV 3.2.
Advanced skills of golf that simulate situations that would occur on a golf course. Driving range work that will include short game, all clubs, mental aspects of course management, and goal cards. (CSU;UC.)

KINDV 4.1 Beginning Tennis
(Formerly PHYED 80.1) 1.5 Units/3 hours laboratory. Grade or P/NP. This course is designed to provide instruction in the fundamental skills, basic strategies, and the rules of tennis.(CSU;UC.)

KINDV 4.2 Intermediate Tennis
(Formerly PHYED 80.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KINDV 4.1.
The purpose of this course is to provide instruction for the intermediate tennis player including skill development and competitive strategies.(CSU;UC.)

KINDV 4.3 Advanced Tennis
(Formerly PHYED 80.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KINDV 4.2.
The purpose of this course is to provide advanced instruction in the techniques, tactics and strategies associated with competitive tennis. Special emphasis placed on drills and competitive play situations.(CSU;UC.)

KINDV 5.1 Beginning Track and Field
(Formerly PHYED 81.1) 1 Unit/2 hours laboratory. Grade or P/NP. The purpose of this course is to provide students with an introduction to fundamental skills and basic knowledge of track and field. Students will learn and demonstrate basic techniques and methods of selected track and field events including running, throwing, jumping and hurling.(CSU;UC.)

KINDV 5.2 Intermediate Track and Field
(Formerly PHYED 81.2) 1 Unit/2 hours laboratory. Grade or P/NP. Recommended: Course Completion of KINDV 5.1.
The purpose of this course is to provide intermediate track and field students with an understanding of track and field including skills, methods, and strategies associated with specific events. Students will learn and demonstrate intermediate techniques and methods of selected running, throwing, jumping, and hurdles.(CSU;UC.)

KINDV 5.3 Advanced Track and Field
(Formerly PHYED 81.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KINDV 5.2.
The purpose of this course is to provide students with an understanding of advanced skills and techniques, methods, and strategies of selected track and field events. Students will demonstrate advanced techniques and methods of selected running, throwing, jumping, and hurdle events. Students will demonstrate a knowledge of strategies involved in college varsity track and field competition.(CSU;UC.)

KINESIOLOGY LECTURE

KINES 1 Introduction to Kinesiology
(Formerly PHYED 31) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This course is an introduction to the interdisciplinary approach to the science and study of human movement. This course provides an orientation to various educational pathways, requirements, and career opportunities in Kinesiology in the areas of teaching, coaching, therapeutic exercise, fitness and health, and sport management professions. Basic concepts of the Kinesiology discipline and an overview of the relevance of foundational sub-disciplines will be discussed. Issues, challenges and current/future trends are also addressed.(CSU;UC.

G/ID:KIN 100)

KINES 2 Sports Officiating Fall
(Formerly PHYED 22) 3 Units/3 hours lecture. Grade Only. Rules interpretations, procedures, and necessary mechanics to effectively officiate selected individual and team sports.(CSU;UC)

KINES 3 Sports Officiating Spring
(Formerly PHYED 23) 3 Units/3 hours lecture. Grade Only. Rules interpretations, procedures, and necessary mechanics to effectively officiate selected individual and team sports.(CSU;UC)

KINES 4 Care and Prevention of Athletic Injuries
(Formerly PHYED 41) 3 Units/3 hours lecture, 1 hour laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will cover concepts of prevention, recognition, emergency care, evaluation, management, treatment, rehabilitation and reconditioning of injuries resulting from physical activity and athletics. Legal and ethical issues, interpersonal communication skills, professionalism, organization, and administration of a sports medicine facility will also be included. This course is a requirement for the Fitness, Nutrition and Health Certificate and Major. (CSU;UC.)

KINES 5 Sport and Society
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Sports and athletes have often been agents of social change, many times challenging norms and assumptions concerning race, ethnicity, social class and gender. This course studies sport and society, highlighting how their interplay can provide social mobility and integration, yet produce stereotypes and foundations of inequality.(CSU;UC.)

KINES 21 Lifeguard Training
(Formerly PHYED 21) 2.5-3 Units/Up to 2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KAQUA 1.3.
To provide students with the skills and knowledge needed to prevent and respond to aquatic emergencies to help sustain life, reduce pain, and minimize the consequences of injury or sudden illness until more advanced medical help can arrive. This course adheres to American Red Cross (ARC) professional, organization, and meets the first aid, CPR and aquatic training requirements as specified by state code to be a lifeguard in California.(CSU;UC.)

KINES 48 Special Topics in Kinesiology
(Formerly PHYED 48) 1-3 Units/Up to 2 hours lecture, 2 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Intensive study or practice of a topic in physical education of current interest selected by the student in consultation with instructor specializing in that area.(CSU;UC.)

KINES 49 Independent Study in Kinesiology, Athletics and/or Dance
(Formerly PHYED 49) 0.5-3 Units/Up to 9 hours by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Units on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience. UC determines credit after transfer; not counted for admission. (See a counselor for details.) (CSU;UC)

KINES 50 Teaching Aide
1-2 Units/Up to 16 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of KINES 83. Recommended: Eligibility for ENGL 100 or ESL 100.
Application of fitness instruction techniques for students seeking to complete the Fitness, Nutrition, and Health Certificate or Major. Students will assist faculty in areas of administration, classroom management, and practical application of fitness techniques and instruction. This course is a requirement for the Fitness, Nutrition and Health Certificate and Major. (CSU)

KINES 53 Principles of Health and Wellness
3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Eligibility for ENGL 100 OR Course Eligibility for ESL 100.
This course focuses on health and wellness concepts important in making informed choices about one’s physical, mental, and emotional well-being. A personal approach to health and wellness will be explored through self-assessment and practical application to every day life. Topics such as fitness, obesity, weight management, nutrition, stress, substance use and abuse, prevention of diseases, sexual health, relationships, gender health differences, and environmental concerns will be discussed.(CSU)

CIS area E

KINES 55 Coaching Sports
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Coaching Sports focuses on the components and characteristics of coaches and sport programs. Students will examine and develop coaching techniques, styles and philosophies pertaining to the planning, management and competition in sports.(CSU)
KINES 59 Psychological Aspects of Sport Performance
(Formerly PHYED 59) 3 Units/3 hours lecture. Grade or P/NP.
Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to the physical, psychological, and motivational factors involved with sports performance. Content will examine the link between physical performance and the psychological aspects involved in sports competition. It will also cover a comparison of contemporary motivation techniques. (CSU)

KINES 62A Sports Medicine Lab A
2 Units/6 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in KINES 4. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will provide the student with the opportunity to observe and learn the principles and protocols of sports medicine and athletic training in a supervised lab setting. This course starts the student with general athletic training room and event observation. This course will help the student prepare for transfer to a Commission on Accreditation of Athletic Training Education (CAATE) accredited athletic training program. The practical experience gained in this course will also complement other physical education and healthcare majors and professions. (CSU)

KINES 62B Sports Medicine Lab B
2 Units/6 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of KINES 62A. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will provide the student with the opportunity to learn and apply the principles and protocols of sports medicine and athletic training in a supervised lab setting. This course continues the sports medicine student lab experience with the addition of basic practical application of sports medicine and athletic training skills. This course will help the student prepare for transfer to a Commission on Accreditation of Athletic Training Education (CAATE) accredited athletic training program. The practical experience gained in this course will also complement other physical education and healthcare majors and professions. (CSU)

KINES 62C Sports Medicine Lab C
2 Units/6 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of KINES 62B. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will provide the student with the opportunity to learn and apply the principles and protocols of sports medicine and athletic training in a supervised lab setting. This course continues the sports medicine student lab experience with the addition of intermediate level practical application of sports medicine and athletic training skills. This course will help the student prepare for transfer to a Commission on Accreditation of Athletic Training Education (CAATE) accredited athletic training program. The practical experience gained in this course will also complement other physical education and healthcare majors and professions. (CSU)

KINES 62D Sports Medicine Lab D
2 Units/6 hours by arrangement. Grade or P/NP. Prerequisite: Course Completion of KINES 62C. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will provide the student with the opportunity to learn and apply the principles and protocols of sports medicine and athletic training in a supervised lab setting. The D level of this course continues the sports medicine student lab experience with the addition of advanced level practical application of sports medicine and athletic training skills. This course will help the student prepare for transfer to a Commission on Accreditation of Athletic Training Education (CAATE) accredited athletic training program. The practical experience gained in this course will also complement other physical education and healthcare majors and professions. (CSU)

KINES 63 Lower Extremity Injury Evaluation, Treatment and Rehab
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course covers the evaluation, treatment and rehabilitation of lower extremity injuries. This course will help the student prepare for transfer to a Commission on Accreditation of Athletic Training Education (CAATE) accredited athletic training program. The practical experience gained in this course will also complement other physical education and healthcare majors and professions. (CSU)

KINES 64 Upper Extremity Injury Evaluation, Treatment and Rehab
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
This course covers the evaluation, treatment and rehabilitation of upper extremity injuries. This course will help the student prepare for transfer to a Commission on Accreditation of Athletic Training Education (CAATE) accredited athletic training program. The practical experience gained in this course will also complement other physical education and healthcare majors and professions. (CSU)

KINES 80 Introduction to Applied Kinesiology and Anatomy
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This course combines anatomy and kinesiology by addressing the anatomical structure and function of the musculoskeletal system as it relates to human movement and exercise. Muscular analysis and practical application, including strengthening and flexibility exercises for each muscle, will be emphasized. Students will also study physiological and biomechanical principles. (CSU)

KINES 81 Intro to Exercise Physiology
3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This course examines the human physiological responses and adaptations to the acute stress of exercise and the chronic stress of physical training. (CSU)

KINES 82 Exercise Assessment and Prescription
3 Units/2.5 hours lecture, 1.5 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This course will cover assessment of physical fitness components and prescription of exercise programs for sport and fitness participants. (CSU)

KINES 83 Techniques of Fitness Instruction
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This course addresses methods of instruction for individual and group exercise in various formats, utilizing a variety of training equipment. Course focuses on knowledge and skills associated with planning, implementing, leading, and managing learners and environment using safe and effective exercises for a variety of fitness levels, including special populations. Exercise guidelines, techniques, safety, liability issues, employment, client retention, and business management will also be discussed. (CSU)

KINESIOLOGY TEAM SPORTS

KTEAM 1.1 Football Passing Game
1 Unit/2 hours laboratory. Grade or P/NP.
This football course emphasizes the passing game from both an offensive and defensive perspective. It will include a variety of offensive and defensive skills, strategies, techniques, and related football concepts. (CSU; UC)

KTEAM 2.1 Touch Football
(Formerly PHYED 86.1) 1 Unit/2 hours laboratory. Grade or P/NP.
The purpose of this course is to provide beginning instruction in the techniques, tactics and strategies associated with competitive baseball. Special emphasis placed on drills and competitive play situation. (CSU; UC)

KTEAM 3.1 Intermediate Baseball
(Formerly PHYED 86.2) 1.5 Units/3 hours laboratory. Grade or P/NP.
The purpose of this course is to provide intermediate instruction in the techniques, tactics and strategies associated with competitive baseball. Special emphasis placed on drills and competitive play situation. (CSU; UC)

KTEAM 3.2 Advanced Baseball
(Formerly PHYED 86.3) 1.5 Units/3 hours laboratory. Grade or P/NP.
The purpose of this course is to provide advanced instruction in the techniques, tactics and strategies associated with competitive baseball. Special emphasis placed on drills, competitive play situations and intercollegiate baseball team play. (CSU; UC)
**Courses:** Library and Information Resources

**KTEAM 4.1 Beginning Basketball**  
(Formerly PHYED 87.1) 1.5 Units/3 hours laboratory. Grade or P/NP. 
The purpose of this course is to provide beginning instruction in the techniques, tactics and strategies associated with competitive basketball. Special emphasis is placed on drills and competitive play situation. (CSU;UC)

**KTEAM 4.2 Intermediate Basketball**  
(Formerly PHYED 87.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KTEAM 4.1. 
The purpose of this course is to provide intermediate instruction in the techniques, tactics and strategies associated with competitive basketball. Special emphasis is placed on drills and competitive play situation. (CSU;UC)

**KTEAM 4.3 Advanced Basketball**  
(Formerly PHYED 87.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KTEAM 4.2. 
The purpose of this course is to provide advanced instruction in the techniques, tactics and strategies associated with competitive basketball. Special emphasis is placed on drills and competitive play situation. (CSU;UC)

**KTEAM 5.1 Softball**  
(Formerly PHYED 90) 1 Unit/2 hours laboratory. Grade or P/NP. 
The purpose of this course is to provide beginning instruction in the techniques, tactics and strategies associated with competitive softball. Special emphasis is placed on drills and competitive play situation. (CSU;UC)

**KTEAM 6.1 Beginning Soccer**  
(Formerly PHYED 92.1) 1.5 Units/3 hours laboratory for 0 week. Grade or P/NP. 
The purpose of this course is to provide beginning instruction in the techniques, tactics and strategies associated with competitive soccer. Special emphasis is placed on drills and competitive play situation. (CSU;UC)

**KTEAM 6.2 Intermediate Soccer**  
(Formerly PHYED 92.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in KTEAM 6.1. 
The purpose of this course is to provide intermediate instruction in the techniques, tactics and strategies associated with competitive soccer. Special emphasis is placed on drills and competitive play situation. (CSU;UC)

**KTEAM 6.3 Advanced Soccer**  
(Formerly PHYED 92.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KTEAM 6.2. 
The purpose of this course is to provide advanced instruction in the techniques, tactics and strategies associated with competitive soccer. Special emphasis is placed on drills and competitive play situation. (CSU;UC)

**KTEAM 7.1 Indoor Soccer**  
(Formerly PHYED 93) 1.5 Units/3 hours laboratory. Grade or P/NP. 
This activity course is designed to teach basic indoor soccer fundamentals and rules of the game. (CSU;UC)

**KTEAM 8.1 Beginning Volleyball**  
(Formerly PHYED 96.1) 1.5 Units/3 hours laboratory. Grade or P/NP. 
This course will introduce students to fundamentals, team concepts, and rules of the game of volleyball. Students will participate in two-person, three-person, four-person, and six-person competition. (CSU;UC)

**KTEAM 8.2 Intermediate Volleyball**  
(Formerly PHYED 96.2) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KTEAM 8.1. 
Presentation of intermediate level volleyball skills, participation in match play, and a review of the rules of the game. Improvement of individual skills, team techniques, and game strategies will be emphasized. (CSU;UC)

**KTEAM 8.3 Advanced Volleyball**  
(Formerly PHYED 96.3) 1.5 Units/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of KTEAM 8.2. 
Theory and practice of advanced volleyball. Advanced techniques and tactics of tournament competition. This class will include drills, practice, and intensive review of rules and tournament play. (CSU;UC)

**KTEAM 9.1 Beginning Outdoor Volleyball**  
(Formerly PHYED 97.1) 1 Unit/2 hours laboratory. Grade or P/NP. 
This activity course is designed to teach basic outdoor volleyball fundamentals and rules of the game. Practice and participation in match play and tournament play will be emphasized. (CSU;UC)

**LIBRARY AND INFORMATION RESOURCES**

**LIR 10 Introduction to Information Literacy**  
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Course Completion of CS 101A. 
An introductory course to learn and apply the skills needed to conduct research efficiently and effectively. (CSU;UC)

**LIR 310 Basic Library Information Skills**  
1 Unit/1 hour lecture. Grade or P/NP. Recommended: Familiarity with computers. 
An introductory course to teach the basic library skills to access information sources in a variety of formats.

**MACHINE TOOL TECHNOLOGY**

**MACH 51A Beginning Machine Tool Technology**  
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. 
Introduction to theory and practice of machining processes. Includes use and care of the lathe, mill, drill press, and common hand tools, and the measurement and layout of metal for producing a machine part to print specifications. Also recommended for students in related vocational areas. (CSU)

**MACH 51B Advanced Machine Tool Technology**  
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of MACH 51A. Recommended: Eligibility for ENGL 100 or ESL 100. 
Advanced machining processes involving the use and care of lathe, mill, drill press, and common hand tools. Measurement, layout, and tolerance application processes relevant to industrial manufacturing. (CSU)

**MACH 61.1 Ferrous Metallurgy**  
5 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. 
Study of ferrous metals including alloying, heat treating, testing and applications in industry. (CSU)

**MACH 61.2 Non-Ferrous Metallurgy**  
5 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. 
Study of non-ferrous metals including alloying, heat treating, testing and applications in industry. (CSU)

**MACH 80A Introduction to Computer Numeric Control Lathe**  
5 Units/4 hours lecture, 4 hours laboratory. Grade Only. Prerequisite: Course Completion of MACH 51A. Recommended: Course Completion of CS 101A (or CIS 101A). 
Introduction to theoretical and operational characteristics of the CNC (computer numerical control) lathe. Integration of computer-aided drafting (CAD), design, and programming for Computer Aided Machining (CAM) of machine parts on the CNC lathe. Applicable to entry-level computer numeric control lathe operators. (CSU)

**MACH 80B Introduction to Computer Numeric Control Mill**  
5 Units/4 hours lecture, 4 hours laboratory. Grade Only. Prerequisite: Course Completion of MACH 80A. Recommended: Course Completion of CS 101A. 
Introduction to theoretical and operational characteristics of the CNC (computer numerical control) mill. Integration of computer-aided drafting (CAD), design, and programming for Computer Aided Machining (CAM) of machine parts on the CNC mill. Applicable to entry-level computer numeric control mill operators. (CSU)

**MACH 98 Independent Study in Machine Tool Technology**  
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment. Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. 
Special projects by arrangement to provide for independent study and enriched academic experience in Machine Tool Technology. (CSU)
MATH 9 Finite Mathematics
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of MATH 155 or higher (VE).
Sets, matrices, systems of equations and inequalities, linear programming, combinatorial techniques and probability, mathematics of finance, Markov chains, game theory (CSU,UC). 
AA/AS areas B,M,MC,CSU area B4/IGETC area 2A

MATH 10 Nature of Mathematics
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of MATH 155 or higher (VE).
A survey course in mathematical concepts and mathematics in culture. Topics to include mathematical reasoning and four additional topics selected from number theory, probability, statistics, mathematical modeling, contemporary applications, geometry, and the history of mathematics. Recommended for liberal arts students (CSU,UC). 
AA/AS areas B,MC,CSU area B4/IGETC area 2A

MATH 15 Elementary Statistics
4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Completion of MATH 155 or higher. 
Exploration of concepts in statistics, descriptive statistics, probability theory (including but not limited to the uniform, binomial, Poisson, normal, chi-square and t distributions), Central Limit Theorem, estimation of population parameters from a sample, hypothesis testing (including parametric and nonparametric methods), correlation and linear regression, introduction to analysis of variance, computer simulations. (CSU,UC) 
AA/AS areas B,MC,CSU area B4/IGETC area 2A

MATH 27 Preparatory Algebra and Trigonometry
5 Units/5 hours lecture. Grade or P/NP. Prerequisite: Completion of MATH 155 or higher (V1). 
College algebra and trigonometry topics, including analytic geometry, functions and their graphs, trigonometric functions of angles, trigonometric identities, trigonometric solution of triangles, polar coordinates, parametric equations, complex numbers, vectors, sequences and series. (CSU,UC). 
AA/AS areas B,MC,CSU area B4/IGETC area 2A

MATH 49 Independent Study in Mathematics
1-3 Units/Up to 9 hours by arrangement. Grade Only. Prerequisite: Completion of MATH 155 or higher (V2). Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator. 
Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience in Math. UC determines credit after transfer; not counted for admission. (See a counselor for details)(CSU,UC).

MATH 58 Preparatory Trigonometry
3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of MATH 155 or higher (V1). 
Trigonometric functions and their graphs,
trigonometric identities, trigonometric equations, inverse trigonometric functions, complex numbers in trigonometric form, polar coordinates, parametric equations, vectors, and applications. (CSU)
AA/AS areas B&M; CSU area B4

MATH 70 Precalculus Problem Solving Enrichment
1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Concurrent enrollment in one of the following courses: MATH 25, 27 or 58.
Critical thinking for mathematics using precalculus concepts: cooperative learning study techniques, concept development and use of technology. The instructor will serve as a facilitator to student groups working collaboratively on provided problem sets of topics from Math 25, 27 and 58. (CSU)

MATH 71 Calculus Problem Solving Enrichment
1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Concurrent Enrollment in MATH 1A.
Critical thinking for mathematics using first-semester calculus concepts: cooperative learning/study techniques, concept development and use of technology. This course fulfills the mathematics competency requirement for an associate degree from SRJC. It is not recommended for students intending to transfer. (AA/AS areas B&M)

MATH 101 Mathematics for the Associate Degree
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of Math 151 or Math 150B.
Four mathematics topics will be selected from functions, financial math, geometry, linear programming, probability and statistics, reasoning, and trigonometry. This course fulfills the mathematics competency requirement for an associate degree from SRJC. It is not recommended for students intending to transfer. (AA/AS areas B&M)

MATH 150A Elementary Algebra 1
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of CSKLS 372 or higher (VE) or Course Completion of DRO 382.
The first half of a beginning algebra course, including equations and inequalities in one variable, integer exponents, polynomials, and equations and inequalities in two variables. The combination of MATH 150A and MATH 150B is equivalent to MATH 151. Not open to those who have taken MATH 151 with a grade of “C” or better.

MATH 150B Elementary Algebra 2
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of MATH 150A.
The second half of a beginning algebra course, including systems of equations, rational expressions, radicals and rational exponents, quadratic equations, and the graphs of parabolas. The combination of MATH 150A and MATH 150B is equivalent to MATH 151. Not open to those who have taken MATH 151 with a grade of “C” or better.

MATH 151 Elementary Algebra
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of CSKLS 372 or higher (VE) or Course Completion of DRO 382.
This course is a beginning algebra course, including equations and inequalities in one variable, integer exponents, polynomials, equations and inequalities in two variables, rational expressions, radicals and rational exponents, quadratic equations, and the graphs of parabolas. Not open to those who have taken MATH 150B with a grade of “C” or better.

MATH 154 Elementary and Intermediate Algebra
8 Units/8 hours lecture. Grade or P/NP. Prerequisite: Completion of CSKLS 372 or higher (VE).
A combined elementary and intermediate algebra course that incorporates the use of technology. Topics include functions, equations and inequalities in one variable, systems of linear equations in two and three variables, exponential and logarithmic functions and equations, and discrete topics. Graphing calculators and/or computer algebra systems will be incorporated as appropriate. (AA/AS areas B&M)

MATH 155 Intermediate Algebra
4 Units/4 hours lecture. Grade or P/NP. Prerequisite: Completion of MATH 150B or higher (VE) OR Course Completion of Math 151.
An intermediate algebra course which incorporates the use of technology. Topics include functions, equations and inequalities in one variable, systems of linear equations in two or three variables, exponential and logarithmic functions and equations, and discrete topics. Graphing calculators and/or computer algebra systems will be incorporated as appropriate. (AA/AS areas B&M)

MATH 770 Supplemental Instruction: Math and Science
0 Unit/0 hours by arrangement. Non-Credit Course.
An open-entry, open-exit class for students who seek, through supplemental instruction and use of computers, to strengthen and reinforce mastery of skills developed in a referring course(s) including the following: Math 1A through Math 155, Physics 1 through Physics 43, Chemistry 1A through Chemistry 310, Engineering 6 through Engineering 45. Exempt From Repeat Provisions.

MEDIA STUDIES

MEDIA 4 Introduction to Mass Communication
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A.
Overview of the history, structure, function and influence of print, electronic, and digital media and their support industries. (CSU, UC). (C-ID: JOUR 100) (AA/AS area C; CSU area C1; IGETC area 3A)

MEDIA 10 Film Appreciation
4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An introduction to the language and technology of filmmaking through the examination of great films and filmmakers. The course features a broad range of domestic and international cinema and investigates the culture, politics, and social histories of the periods in which the films were produced. The students become more aware of the complexity of film art, more sensitive to its nuances, textures, and rhythms, and more perceptive in reading its multilayered blend of image, sound, and motion. (CSU, UC)

MEDIA 14 Early Film History
4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. Completion of MEDIA 10.
A survey of international film history from pre-cinema machines to the 1950s with emphasis upon D.W. Griffith, German Expressionism, Soviet Montage, film genres, and the Hollywood Studio System. The course will also cover the historical evolution of the narrative form, as well as the development of formal devices such as the shot, mise-en-scène, editing, and sound design. (CSU, UC)

MEDIA 15 Modern Film History
4 Units/4 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. Completion of MEDIA 10 & 14.
A survey of international film history from the 1950s to the present with emphasis on the New Waves and the New Hollywood. The course will also cover the historical evolution of the narrative form, as well as development of formal devices such as shot, mise-en-scène, editing, and sound design. (CSU, UC)

MEDIA 19 Multi-Camera Studio Production
4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in MEDIA 20.
This course introduces students to the studio production environment. Live multi-camera formats will be studied in theory and in practice as participants create original content. (CSU, UC)

MEDIA 20 Introduction to Digital Filmmaking
4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Course Completion of CS 74.21A and MEDIA 10.
An intensive introduction to the fundamentals of digital filmmaking, including writing and structuring a story concept, developing a shooting script, basic camera and lighting techniques, editing, and post-production processes. Students will develop the basic skills to work as a member of a production crew. (CSU, UC)

MEDIA 21 Intermediate Digital Filmmaking
4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of MEDIA 20. Recommended: Course Completion of CS 74.21C and MEDIA 10.
An examination of the science and art of digital pre-production, production, and post-production. Students will write short film scripts, plan and execute shoots using single camera production techniques, edit picture and sound, and learn how to package and market films for festivals and distribution. Students will develop more advanced skills in digital filmmaking as well as the ability to lead a production crew. (CSU, UC)
MEDIA 22 Screenwriting
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 100B or higher (V8) OR Qualifying Test Score in English. Recommended: Completion of MEDIA 10.
An introduction to the fundamentals of screenwriting, including story structure, character development, dialogue, plotting, and formatting as they are used in creating scripts for film and television (CSU, UC).

MEDIA 123 Intermediate Screenwriting
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of MEDIA 22.
An intermediate screenwriting course that focuses on longer form writing, from a complete act to a full-length feature script. Emphasis will be not just on writing content (story plot, writing style, etc), but also on marketing one’s work and choosing concepts that are marketable. Students will be able to tailor the class towards their interests in terms of form (feature or television writing) and genre (drama, comedy, action, etc.).

MEDICAL ASSISTING

MA 160 Introduction to Medical Office Practice
(Formerly MA 60) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of HLC 160 and CS 60.11A and ANAT 140 and HLC 140. Recommended: Eligibility for ENGL 1A or equivalent.
This course addresses the multiple functions performed by the Administrative Medical Assistant: appointment scheduling; communication skills and record management, including confidentiality. Focus is on professionalism in the development of organizational, decision-making and computer skills.

MA 161 Law and Ethics for Medical Assistants
(Formerly MA 61) 1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion of HLC 160 and CS 60.11A and ANAT 140 and HLC 140. Recommended: Eligibility for ENGL 1A or equivalent.
Survey of medical law and ethics related to work in medical settings. Emphasis on implications and decision making for patients, physicians, medical assistants, and other health professionals. Special attention is given to patient privacy laws.

MA 162 Disease Processes
(Formerly MA 62) 4 Units/4 hours lecture. Grade Only. Prerequisite: Course Completion of HLC 160 and CS 60.11A and ANAT 58, OR Course Completion of HLC 160 and CS 60.11A and ANAT 140 and HLC 140. Recommended: Eligibility for ENGL 1A or equivalent.
Emphasis on body systems and terminology of medical specialties with development, analysis, interpretation and application of advanced medical terminology used in a variety of medical settings. This includes advanced terminology related to body systems and medical specialties and associated with anatomic terms, pathophysiology, diagnoses, symptoms, conditions, medical and surgical procedures, clinical and diagnostic laboratory, and medications.

MA 163A Clinical Procedures for Medical Assisting 1
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of MA 160 and MA 161 and MA 162 and PSYCH 1A AND Concurrent Enrollment in MA 163AL and MA 165. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Students must show proof of immunization clearance, TB test, and physical exam, and must possess a current infant, child, and adult CPR certificate and back ground check.
Course focuses on medical assisting skills and responsibilities for the clinical area of a medical office or other appropriate medical facility. Covers medical and surgical aseptic procedures; vital signs determination; assisting with physical examinations, including positioning and draping; height, weight, vision, hearing test; obtaining patient history; disinfection and sterilization techniques, eye and ear assessments and procedures.

MA 163AL Clinical Experience 1
2 Units/6 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in MA 163A and MA 165. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Students must show proof of immunization clearance, TB test, and physical exam, and must possess a current infant, child, and adult CPR certificate and back ground check, including drug screen. Also requires signature from instructor.
Practical experience in outpatient clinics or other medical facilities to develop clinical medical assisting skills related to fundamental principles and techniques learned in theory and skills courses.

MA 163B Clinical Procedures 2
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of MA 163A and MA 163AL and MA 165 AND Concurrent Enrollment in MA 163BL and MA 164 and MA 166.4. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Students must maintain proof of immunization clearance, TB test, and physical exam signed by physician, and must possess a current infant, child, and adult CPR certificate, background check and clear drug screen.
Course focuses on medical assisting skills and responsibilities for the clinical area of a medical office or other appropriate medical facility. Covers medical office emergencies, electrocardiography and radiologic and diagnostic imaging; obstetrics and gynecological patient care.

MA 163BL Clinical Experience 2
3 Units/3 hours by arrangement. Grade Only. Prerequisite: Course Completion of MA 163A and MA 163AL and MA 165 AND Concurrent Enrollment in MA 163BL and MA 164 and MA 166.4. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Students must maintain proof of immunization clearance, TB test, and physical exam signed by physician, and must possess a current infant, child, and adult CPR certificate, background check and clear drug screen.
Practical experience in outpatient clinics or other medical facilities to apply clinical medical assisting skills related to fundamental principles and techniques learned in theory and skills courses.

MA 164 Theories of the Clinical Laboratory
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of MA 165 and Concurrent Enrollment in MA 163B and MA 163BL and MA 166.4 (or MA 66.4). Recommended: Eligibility for ENGL 1A or equivalent.
Introduction to the clinical laboratory. Urinalysis, hematology, blood chemistry, serology testing, and normal ranges are studied.

MA 165 Pharmacology and Administration of Medications
3 Units/2 hours lecture, 1 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in MA 163A and MA 163AL. Recommended: Eligibility for ENGL 1A or equivalent.
Course covers basic pharmacology, including principles of drug administration and preparation, administration of medications by oral, intradermal, subcutaneous, and intramuscular routes. Students review basic math calculations and conversions for administration of medication. Drugs are identified by their clinical use, mechanism of action, side effects, and adverse reactions. Risk factors for drug and alcohol abuse are presented, along with drug addiction and withdrawal symptoms.

MA 166.1 Externship: Medical Assisting (Formerly MA 66.1) 3.5 Units/10.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of MA 161, MA 162, MA 167B, MA 168 and MA 169. Recommended: Eligibility for ENGL 1A or equivalent.
Limits on enrollment: The healthcare facilities in which students are placed require that the students must comply with all of the following before they are allowed onsite: Currency on all immunizations including annual flu shots; currency on annual tuberculosis clearance; a negative background check including fingerprinting, a negative urine drug screen, and possess a current American Heart Association Certified Healthcare Provider CPR card. Practical experience in medical offices, clinics, and hospitals to develop office and interpersonal skills in preparation for entry-level employment as administrative medical assistants. Emphasis is on the ability to function in a medical setting, identify priorities and organize specific tasks necessary for office efficiency.

MA 166.4 Externship: Clinical Medical Assisting
3.5 Units/0.5 hour lecture, 9 hours by arrangement. Grade Only. Prerequisite: Course Completion of MA 163A and MA 163AL and MA 165 AND Concurrent Enrollment in MA 163B and MA 163BL and MA 164. Recommended: Eligibility for ENGL 1A or equivalent.
Limits on enrollment: Current CPR certification, immunization and TB clearances, and physical examination required for participation in clinical experience.
Practical experience in outpatient clinics or other medical facilities to develop clinical medical assisting skills related to fundamental principles and techniques learned in theory and skills courses. Ability to function with accuracy, speed and organization is emphasized.

MA 167A Basic Diagnostic Coding
(Formerly MA 67A) 1.5 Units/1.25 hours lecture, 1 hour laboratory. Grade or P/NP. Prerequisite: Course Completion of HLC 160 AND Course Completion of ANAT 58; OR Course Completion of HLC 160, HLC 140, and ANAT 140. Recommended: Eligibility for ENGL 1A or equivalent. Introduction to basic ICD-10-CM (International Classification of Diseases, 10th Edition, Clinical Modification) coding. Students will utilize their
Courses: Meteorology

Meteo 10 Introduction to Meteorology
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
A descriptive introduction to the science of the atmosphere. Topics include Earth/Sun relationships, temperature, atmospheric pressure and wind, clouds and precipitation, storm fronts, hurricanes and tornadoes, weather forecasting, climate, and atmospheric optics. California weather patterns and climate will be included.(CSU/UC.) AA/AS area B1;IGETC area 5A

Meteo 10L Meteorology Lab
1 Unit/3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion or Current Enrollment in Meteo 10. The study, interpretation, and analysis of weather data reports, forecasts, surface weather maps, upper level air charts, satellite imagery, and radar data. Emphasis is placed on how weather forecasts are prepared and utilized.(CSU/UC.) CSU area B3;IGETC area 5C

Microbiology

Micro 5 General Microbiology
5 Units/3 hours lecture, 6 hours laboratory. Grade or P/NP. Prerequisite: Completion of CHEM 60 or higher (V6) and Completion of BIO 10 or higher (V7) and Course Completion of ENGL 1A. Course covers: thermophiles, growth, metabolism, genetics and control of microorganisms, with emphasis on bacteria and viruses. Includes principles of microbial pathogenicity, and the human immune response. Emphasis on laboratory techniques. Intended for allied health majors considering transfer to CSU or UC. (CSU/UC.) AA/AS area C;CSU area B2,83;IGETC areas 5B,5C

Micro 60 Fundamentals of Microbiology
4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Completion of BIO 10 or higher (V7) and Completion of CHEM 60 or higher (V6). Survey of the major concepts of microbiology with emphasis on those related to infectious disease. Basic techniques for cultivation and identification of micro-organisms.(CSU.) AA/AS area C;CSU area B2,83

Music

Musc 1 Music Fundamentals
(Formerly Musc 1) 3 Units/3 hours lecture. Grade Only.
The course is designed for students with little or no formal training in music, or prospective Music majors who lack the music reading skills for Musc 2A/3A. Students are introduced to basic musical concepts, terminology, and music reading. Topics include rhythm, scales, intervals, chords, key signatures, and the circle of fifths. Exercises in rhythm and singing, and on the piano keyboard. (CSU/UC. C-ID:Mus 110)

Musc 2A Music Theory 1
(Formerly Musc 2A) 3 Units/3 hours lecture. Grade Only. Recommended: Concurrent enrollment in Musc 3A and Musc 110; OR Concurrent enrollment in Musc 11A and another appropriate piano course; AND Course Eligibility for ENGL 100 or ENGL 102 or ESL 100.
An introductory course in music theory designed for Music majors. Topics include music notation and terminology, basic properties of sound, rhythm and meter, scales and modes, key signatures and the Circle of Fifths, intervals, transposition, chords and chord progressions, figured bass, Roman numeral analysis, phrases and cadences, and basic song structure.(CSU/UC. C-ID:Mus 120)

Musc 2B Music Theory 2
(Formerly Musc 2B) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of Musc 2A. Recommended: Concurrent enrollment in Musc 3B and Musc 11B OR Concurrent enrollment in another appropriate piano course.
A study of common-practice diatonic harmony and part writing. Topics include: progressions with triads and dominant seventh chords, an introduction to species counterpoint, principles of four-part SATB (soprano/alto/tenor/bass) arranging, non-harmonic tones, melody writing, bass line construction, the use of Finale notation software, and a historical survey of the development of harmony and texture in Western music.(CSU/UC. C-ID:Mus 130)

Musc 2C Music Theory 3
(Formerly Musc 2C) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of Musc 2B. Recommended: Concurrent enrollment in Musc 3C and Musc 11C or another appropriate piano course.
An introduction to chromatic harmony through writing and analysis. Topics include: dominant and non-dominant seventh chords, secondary (applied) dominant and leading-tone chords, tonicization, modulation, binary and ternary forms, and an overview of larger forms.(CSU/UC. C-ID:Mus 140)

Musc 2D Music Theory 4
(Formerly Musc 2D) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of Musc 2C. Recommended: Concurrent enrollment in Musc 3D and concurrent enrollment in Musc 11D or another appropriate piano course.
A study of advanced chromaticism in common-practice harmony with an introduction to Impressionist, Post-Romantic, Modern (Post-Tonal), and Postmodern musical techniques. Topics include: borrowed chords and mode mixture; chromatic mediants; Neapolitan and augmented-sixth chords; enharmonic reinterpretation and modulation; ninth, eleventh, and thirteenth chords; pandiatonicism and polytonality; set theory; 12-tone serialism; and advanced concepts of meter and rhythm.(CSU/UC. C-ID:Mus 150)

Musc 3A Musicianship 1
(Formerly Musc 3A) 2 Units/2 hours lecture, 1 hour by arrangement. Grade Only. Recommended: Concurrent enrollment in Musc 2A and Musc 170.
Application and development of the materials of Music Theory 1 through sight-singing, ear-training, and dictation. Topics include rhythm, major

Knowledge of medical terminology, disease process, and human anatomy and physiology to convert diagnostic statements to numerical code numbers. Basic coding guidelines and logic will be presented as diagnoses related to each body system are studied.

Mai 167B Intermediate Diagnostic and Procedural Coding
1.5 Units/1 hour lecture, 2 hours laboratory. Grade Only. Prerequisite: Course Completion of MA 167A and MA 169. Recommended: Eligibility for ENGL 1A or equivalent.
Continuation of MA 167A, Basic Diagnostic Coding, with emphasis on intermediate ICD-9-CM (International Classification of Diseases, 9th edition, Clinical Modification) diagnostic coding, and ICD-9-CM and CPT (Current Procedural Terminology) procedure coding. Both coding systems will be used in coding various types of ambulatory cases, such as physician office records, outpatient surgery records, and emergency department records, as well as in some inpatient cases.

Mai 168 Basic Medical Office Insurance Billing
(Formerly Mai 68.1) 1.5 Units/1.5 hours lecture. Grade Only. Prerequisite: Course Completion of ANAT 58 OR Course Completion of ANAT 140 and HLC 140 and CS 60.11A and HLC 160. Recommended: Eligibility for ENGL 1A or equivalent.
The student will develop basic knowledge and skills for understanding major health insurance plans as related to medical office billing.

Mai 169 Procedural Coding
(Formerly Mai 68.4) 1.5 Units/1 hour lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion OR Current Enrollment in Mai 168. Recommended: Eligibility for ENGL 1A or equivalent.
This course is an introduction to the Current Procedural Terminology (CPT) medical coding system. Students will learn about human anatomy, physiology, and disease processes, to correctly identify and code services and procedures that are provided in a variety of health care settings. Students will assign codes to services and procedures according to coding guidelines to allow for accurate statistics, claims processing, and reimbursement.

Mai 171 Electronic Health Records in the Medical Office Setting
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of MA 160. Recommended: Eligibility for ENGL 1A or equivalent.
Structural components of the interactive Electronic Health Record (EHR) and how it supports communication and continuity of care. Perspectives on how the EHR impacts work and workflow. Practical hands-on experience utilizing an educational version of an EHR to manage patient visit information, such as examination/assessment notes and treatment plans. Perform basic functions of practice management facilitating everyday financial operations in a medical practice.
Music 3B: Musicianship 2
(Formerly MUS 3B) 3 Units/3 hours lecture, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSC 3A. Recommended: Concurrent enrollment in MUSC 2B.
Application and development of the materials of Music Theory 2 through sight singing, ear training, and dictation. Topics include: rhythmic subdivision, melodies in major and minor keys (simple and compound meter), fluency in alto and tenor clefs, and 2- and 4-part dictation of diatonic chord progressions with triads and dominant seventh chords. (CSU, UC. C-ID: MUS 135)

Music 3C: Musicianship 3
(Formerly MUS 3C) 3 Units/3 hours lecture, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSC 3B. Recommended: Concurrent enrollment in MUSC 2C.
Application and development of the materials of Music Theory 3 through sight singing, ear training, and dictation. Topics include: syncopation, non-dominant seventh chords, secondary dominant and leading-tone chords, tonization, and modulation to closely related keys. (CSU, UC. C-ID: MUS 145)

Music 3D: Musicianship 4
(Formerly MUS 3D) 3 Units/3 hours lecture, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSC 3C. Recommended: Concurrent enrollment in MUSC 2D.
Application and development of the materials of Music Theory 4 through sight singing, ear training, and dictation. Topics include: diatonic modes; borrowed chords and mode mixture; the Neapolitan and augmented sixth chords; modulations to distantly related keys; and other musical techniques of the Renaissance, Late Romantic era, and twentieth century. (CSU, UC. C-ID: MUS 155)

Music 4A: Jazz, Rock, and Pop Theory 1
(Formerly MUS 4A) 3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of MUSC 2A.
The study of music theory as it pertains to jazz, rock, and popular music. Topics include analysis and construction of chord progressions, analysis of rhythmic elements, transposing for wind instruments, and rhythm section writing. Students complete two arranging projects. (CSU, UC.)

Music 4B: Jazz, Rock, and Pop Theory 2
(Formerly MUS 4B) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of MUSC 4A.
Continued study of music theory relative to contemporary musical styles. Emphasis is on four-part harmonization of a melodic line and its applications in small and large ensembles. Study also includes accompaniment practices and counterpoint. (CSU, UC.)

Music 5A: Jazz Improvisation 1
(Formerly MUS 5.1A) 3 Units/3 hours lecture. Grade Only. Recommended: Other.
This course provides instrumental students with the tools and techniques for jazz improvisation at an intermediate level. Topics include scales, arpeggios, the elements of jazz harmony, the blues, and characteristic chord progressions. (CSU, UC.)

Music 5B: Jazz Improvisation 2
(Formerly MUS 5.1B) 3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of MUSC 5A.
This course provides instrumental students with the tools and techniques for jazz improvisation that enable them to progress toward an intermediate level. Analysis of harmonic and melodic materials, extended listening, and performance exercises will assist the student in his/her development as an improviser. (CSU, UC.)

Music 5C: Jazz Improvisation 3
3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of MUSC 5B.
This course provides instrumental students with the tools and techniques for jazz improvisation at an intermediate level. Analysis of harmonic and melodic materials, extensive listening, and performance exercises will assist the student in his/her development as an improviser. (CSU, UC.)

Music 5D: Jazz Improvisation 4
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of MUSC 5C.
This course provides instrumental students with the tools and techniques for jazz improvisation at an advanced level. Analysis of harmonic and melodic materials, extensive listening, and performance exercises will assist the student in his/her development as an improviser. (CSU, UC.)

Music 6.1: Music History and Literature: Antiquity to 1750
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
A historical survey of music in Western civilization from Antiquity (c. 500 BCE) through the Baroque era (1600-1750) through stylistic analysis of music, listening in and out of class, and assigned reading. Designed for Music majors or others with an interest in the arts and the humanities. (CSU, UC.)

Music 6.2: Music History and Literature: 1750-Present
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
A historical survey of music in Western civilization from the Enlightenment (c. 1750) to the present through stylistic analysis of music, listening in and out of class, and assigned reading. Designed for Music majors or others with an interest in the arts and the humanities. (CSU, UC.)

Music 7: Classical Music Appreciation
(Formerly MUS 7) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
A survey of music literature in the Western world from the Middle Ages to the present. Students will gain an understanding of music as an art form through listening and discussion of choral, orchestral, solo, opera, chamber, and electronic works. Concert attendance is required. Open to all students, but designed for non-music majors. (CSU, UC. C-ID: MUSC 100)

Music 8: World Music Appreciation
(Formerly MUS 4) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An introduction to the music of Africa, Asia, the Americas, Europe, Oceania, the Caribbean, and the Middle East, focusing on the interconnectedness and cross-fertilization among cultures. (CSU, UC.)

Music 9: Jazz Appreciation
(Formerly MUS 9) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Lecture survey of jazz focusing on an understanding of its essential musical elements, its evolution, and the cultural contributions of African Americans. Special attention is given to the study of standard jazz forms, stylistic differences, and analysis of live and recorded performances. (CSU, UC.)

Music 15: Standards Repertoire for the Jazz Musician
3 Units/3 hours lecture. Grade Only. Recommended: Ability to read music and to perform competently on a musical instrument or voice. Study and performance of compositions that are essential to the repertoire of the jazz musician. A large number of compositions are studied, in various styles from different stylistic periods. These compositions are performed in class by soloists accompanied by a rhythm section. (CSU, UC.)

Music 18.1: Diction and Repertoire: Italian
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in MUSCP 17B; OR Course Completion or Concurrent Enrollment in MUSCP 40.2; OR by Audition. Recommended: Eligibility for ENGL 1A or equivalent.
Study of the literal and phonetic translation, pronunciation, and interpretation of standard operatic and art song literature in Italian. (CSU, UC.)

Music 18.2: Diction and Repertoire: English
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in MUSCP 17B (or MUSC 17B); OR Course Completion Completion or Concurrent Enrollment in MUSCP 40.2; OR by Audition. Recommended: Eligibility for ENGL 1A or equivalent.
Study of the phonetic translation, pronunciation, and interpretation of standard operatic and art song literature in English. (CSU, UC.)

Music 18.3: Diction and Repertoire: German
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in MUSCP 17B; OR Course Completion or Concurrent Enrollment in MUSCP 40.2; OR by Audition. Recommended: Eligibility for ENGL 1A or equivalent.
Study of the literal and phonetic translation, pronunciation, and interpretation of standard operatic and art song literature in German. (CSU, UC.)
Courses: Music Practicum and Performance

MUSC 18A Diction and Repertoire: French
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion or Concurrent Enrollmnet in MUSCP 17B (or MUS 17B), OR Course Completion or Concurrent Enrollment in MUSCP 40.2, OR By Audition. Recommended: Eligibility for ENGL 1A or equivalent. Study of the literal and phonetic translation, pronunciation, and interpretation of standard operatic and art song literature in French. (CSU;UC.)

MUSC 49 Independent Study in Music
(Formerly MUS 49J) 0.5-3 Units/Up to 9 hours by arrangement. Grade Only. Limitation on enrollment. Approval of the project proposal by sponsoring faculty, Department Chair, and Supervising Administrator. Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details.) (CSU;UC.)

MUSC 50 Introduction to MIDI
3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. An introduction to music sequencing and production with MIDI (Musical Instrument Digital Interface). Students will receive a solid technical foundation in MIDI synthesis, and computer-based music notation, as well as hands-on experience with state-of-the-art industry software. Designed for students with an interest in composition, songwriting, digital audio, and/or multimedia. (CSU)

MUSC 51A Digital Audio 1: Fundamentals
3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in MUSC 50. (Note: MUS 38 is no longer offered, but may be used in lieu of MUSC 50). This course covers the fundamentals of digital audio through a hands-on workshop in production and editing with a digital audio workstation (DAW). Topics include the principles of audio and digital recording, digital editing, the integration of digital audio and MIDI tracks, and digital signal processing. (CSU)

MUSC 51B Digital Audio 2: Multimedia
3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSC 51A. An intermediate-level hands-on workshop in digital audio focusing on the production of master audio tracks for multimedia applications. Topics include: audio for video and film; audio for spoken word; non-linear audio for interactive media and video gaming; podcasting and digital broadcasting; postproduction techniques; and mastering to compact disc and DVD. (CSU)

MUSC 60A Audio Recording 1
3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Recommended: Course Completion of MUSC 50. An introduction to audio recording techniques. Topics include: studio recording and Pro Tools; introduction to recording mixing, microphones, and control techniques. (CSU)

MUSC 60B Audio Recording 2
3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSC 60A. This course covers intermediate to advanced-level applications in studio recording with Pro Tools, and an introduction to live sound and live recording. Topics include signal processing, mixing techniques, use of plug-ins, and preparation of the final mixdown. Students will learn how to operate a recording studio independently. (CSU)

MUSIC PRACTICUM AND PERFORMANCE

MUSC 11A Class Piano 1
2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Recommended: Course Completion of MUSC 1 OR the ability to read music and some prior keyboard experience. Concurrent enrollment in MUSC 2A and MUSC 2B. This course develops keyboard technique by emphasizing music-reading fluency. Functional skills, technical facility, and performance of beginning-level piano literature. Designed for Music majors requiring piano proficiency while also providing non-majors and enrichment students an opportunity to study piano in an atmosphere of academic rigor. (The curriculum of MUSC 11A corresponds to the materials of MUSC 2A). (CSU;UC.)

MUSC 11B Class Piano 2
2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Prerequisite: Course Completion of MUSC 11A OR MUS 10B or by department placement exam. Recommended: Concurrent enrollment in MUSC 2B and MUSC 3B. This course develops keyboard musicianship through the study of major and minor scales, arpeggios, diatonic chord progressions, sight reading, and performance of beginning- to intermediate-level piano repertoire. Designed for Music majors requiring piano proficiency while also providing non-majors and enrichment students an opportunity to study piano in an atmosphere of academic rigor. (The curriculum of MUSC 11B corresponds to the materials of MUSC 2B). (CSU;UC.)

MUSC 11C Class Piano 3
2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Prerequisite: Course Completion of MUSC 11B or by department placement exam. Recommended: Concurrent Enrollment in MUSC 2C and MUSC 3C. This course continues the development of keyboard musicianship through the study of major and minor scales, arpeggios, diatonic chord progressions; harmonizing melodies; transposition, accompanying, sight reading, and performance of intermediate-level piano repertoire. Designed for Music majors requiring piano proficiency while also providing non-majors and enrichment students an opportunity to study piano in an atmosphere of academic rigor. (The curriculum of MUSC 11C corresponds to the materials of MUSC 2C). (CSU;UC.)

MUSC 11D Class Piano 4
2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Prerequisite: Course Completion of MUSC 11C or by department placement exam. Recommended: Concurrent Enrollment in MUSC 2D and MUSC 3D. This course continues the systematic development of keyboard musicianship and functional harmony skills through a graded sequence of materials. The repertoire level is intermediate to early advanced, covering examples of keyboard literature from the Baroque to the Contemporary era. Designed for Music majors requiring piano proficiency while also providing non-majors and enrichment students an opportunity to study piano in an atmosphere of academic rigor. (The curriculum of MUSC 11D corresponds to the materials of MUSC 2D). (CSU;UC.)

MUSC 17A Elementary Voice
2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Recommended: Ability to read music, prior singing experience. Students will study basic vocal techniques for the performance of standard and popular songs. Topics include tone production, breath control, diction, and interpreting music notation. Open to all students (CSU;UC). Total 2 Times

MUSC 17B Intermediate Voice
2 Units/2 hours lecture, 1 hour laboratory. Grade Only. Prerequisite: Course Completion of MUSC 17A, OR a previous semester of MUSC 17B, OR by Audition. Recommended: Course Completion or Concurrent Enrollment in MUSC 2A and MUSC 3A, AND Concurrent Enrollment in MUSC 21A, B, C, or D. This course is devoted to the study and practice of intermediate-level vocal techniques and their practical application to the preparation and performance of standard vocal repertoire. Topics include interpretation, tone production, breath control, and diction. (CSU;UC) Total 2 Times

MUSC 19A Beginning Guitar
2 Units/2 hours lecture, 1 hour laboratory. Grade or P/NP. This course introduces the fundamentals of guitar playing through the use of songs, exercises, solo pieces, demonstrations, and recordings. Basic technique, playing chords and melodies in the first position, and reading music are all covered in detail. Students must provide their own guitar. (CSU;UC.)

MUSC 19B Intermediate Guitar
2 Units/2 hours lecture, 1 hour laboratory. Grade or P/NP. Prerequisite: Course Completion of MUSC 19A or by audition. This course continues the study of guitar technique through solo and ensemble performance at an intermediate level. Further development of chord knowledge, note reading, scales, and accompaniment patterns. A variety of musical styles, from classical to rock, are included in the repertoire. (CSU;UC)

MUSCP 19A Classical Guitar 1
2 Units/2 hours lecture, 1 hour laboratory. Grade or P/NP. This course teaches fundamental classical guitar technique for the performance of beginner-level solo pieces, duets, and ensemble works. Reading music in the first position is emphasized. Students must provide their own acoustic guitar. (CSU;UC.)

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MUSCP 19B Classical Guitar
2 Units/2 hours lecture, 1 hour laboratory. Grade: Pass/No Pass. Prerequisite: Completion of MUSCP 19A or by audition.
This course continues the development of classical guitar technique and music reading skills through exercises, studies, solos, and ensemble playing (duets, trios, and quartets). Students will explore diverse literature from different style periods in a variety of keys. (CSU, UC)

MUSCP 21A Concert Choir 1
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade: Only. Limit: on enrollment: By Audition.
The Concert Choir is a 40-60-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature from the Renaissance to the contemporary era. The emphasis for 21A is on the development of sight-reading and accurate vocal pitch. The Concert Choir performs at least two on-campus concerts each year and tours annually. (CSU, UC. C-ID: MUS 180) Total 2 Times

MUSCP 21B Concert Choir 2
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade: Only. Prerequisite: Course Completion of MUSCP 21A.
Limits on enrollment: By Audition.
The Concert Choir is a 40-60-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature from the Renaissance to the contemporary era. The emphasis for 21B is on effective management of the singing voice to achieve proper tone quality and phrasing. The Concert Choir performs at least two on-campus concerts each year and tours annually. (CSU, UC. C-ID: MUS 180) Total 2 Times

MUSCP 21C Concert Choir 3
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade: Only. Prerequisite: Course Completion of MUSCP 21B.
Limits on enrollment: By Audition.
The Concert Choir is a 40-60-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature from the Renaissance to the contemporary era. Students in 21C will have opportunities for solos and/or section leader positions. The Concert Choir performs at least two on-campus concerts each year and tours annually. (CSU, UC. C-ID: MUS 180) Total 2 Times

MUSCP 21D Concert Choir 4
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade: Only. Prerequisite: Course Completion of MUSCP 21C.
Limits on enrollment: By Audition.
The Concert Choir is a 40-60-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature from the Renaissance to the contemporary era. Students in 21D will have opportunities for vocal solos and/or assume mentor/leadership roles within the choir. The Concert Choir performs at least two on-campus concerts each year and tours annually. (CSU, UC. C-ID: MUS 180) Total 2 Times

MUSCP 23A Chamber Singers 1
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade: Only. Limit: on enrollment: By Audition.
The Chamber Singers are a 16- to 32-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature for chamber choir. The Chamber Singers are an advanced ensemble designed for experienced singers. The emphasis for 23A is on the development of sight-reading skills to an advanced level. The Chamber Singers perform at least one major on-campus concert and several off-campus concerts each semester. (CSU, UC. C-ID: MUS 180) Total 2 Times

MUSCP 23B Chamber Singers 2
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade: Only. Prerequisite: Course Completion of MUSCP 23A.
Limits on enrollment: By Audition.
The Chamber Singers are a 16- to 32-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature for chamber choir. The Chamber Singers are an advanced ensemble designed for experienced singers. The emphasis for 23B is on developing each singer's vocal independence to an advanced level, and cultivating self-sufficiency in learning their individual parts. The Chamber Singers perform at least one major on-campus concert and several off-campus concerts each semester. (CSU, UC. C-ID: MUS 180) Total 2 Times

MUSCP 23C Chamber Singers 3
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade: Only. Prerequisite: Course Completion of MUSCP 23B.
Limits on enrollment: By Audition.
The Chamber Singers are a 16- to 32-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature for chamber choir. The Chamber Singers are an advanced ensemble designed for experienced singers. Students in 23C will have opportunities for vocal solos and/or section leader positions, as well as increased opportunities for outreach performance in smaller (pull-out) ensembles including quartets and caroling groups. The Chamber Singers perform at least one major on-campus concert and several off-campus concerts each semester. (CSU, UC. C-ID: MUS 180) Total 2 Times

MUSCP 23D Chamber Singers 4
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade: Only. Prerequisite: Course Completion of MUSCP 23C.
Limits on enrollment: By Audition.
The Chamber Singers are a 16- to 32-voice mixed ensemble dedicated to the study, rehearsal, and performance of a cappella and accompanied choral literature for chamber choir. The Chamber Singers are an advanced ensemble designed for experienced singers. Students in 23D will have increased opportunities for vocal solos, outreach performance in smaller groups, and/or assume mentor/leadership roles within the ensemble. The Chamber Singers perform at least one major on-campus and several off-campus concerts each semester. (CSU, UC. C-ID: MUS 180) Total 2 Times
Courses: Music Practicum and Performance

The ensemble performs both on-campus and off-campus community concerts each semester. (CSU;UC)
Total 2 Times

MUSCP 30A Symphonic Band 1
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Limits on enrollment: By Audition
Rehearsal and performance of classical and contemporary symphonic band literature with emphasis on preparation for public performance. This course is designed for experienced musicians who demonstrate the potential to perform at college level on a wind or percussion instrument. (CSU;UC. C-ID:MUS 180)
Total 2 Times

MUSCP 30B Symphonic Band 2
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 30A. Limits on enrollment: By Audition
Rehearsal and performance of classical and contemporary symphonic band literature with emphasis on preparation for public performance. The emphasis on MUSCP 30C is on achieving a higher artistic standard. This course is designed for experienced musicians who are able to perform at college level on a wind or percussion instrument and have control of characteristic tone, intonation, and dynamic range. (CSU;UC. C-ID:MUS 180)
Total 2 Times

MUSCP 30C Symphonic Band 3
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 30B. Limits on enrollment: By Audition
Rehearsal and performance of classical and contemporary symphonic band literature with emphasis on preparation for public performance. The emphasis is on the incorporation of stylistically and harmonically appropriate improvisation within the big band medium. The bands perform at least two major public concerts per semester, which may include an off-campus festival performance. (CSU;UC. C-ID:MUS 180)
Total 2 Times

MUSCP 30D Symphonic Band 4
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 30C. Limits on enrollment: By Audition
Rehearsal and performance of classical and contemporary symphonic band literature with emphasis on preparation for public performance. Students in this course have more accountability within the Symphonic Band and may be called upon to play solos and/or assist in the troubleshooting of problems specific to their instrument. (CSU;UC. C-ID:MUS 180)
Total 2 Times

MUSCP 32A Jazz Band 1
2.5-4 Units/Up to 3 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Limits on enrollment: By Audition
The SRJC Jazz Bands are dedicated to the rehearsal and performance of classic and contemporary literature for large jazz ensemble. MUSCP 32A is designed for musicians who demonstrate the potential to perform at the college level. The emphasis is on the development of jazz interpretation, ensemble skills and sight-reading. The bands perform at least two major public concerts per semester, which may include an off-campus festival performance. (CSU;UC. C-ID:MUS 180)
Total 2 Times

MUSCP 32B Jazz Band 2
2.5-4 Units/Up to 3 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 32A. Limits on enrollment: By Audition
The SRJC Jazz Bands are dedicated to the rehearsal and performance of classic and contemporary literature for large jazz ensemble. MUSCP 32B is designed for musicians who are able to perform at the college level. The emphasis is on the continued development of jazz interpretation, ensemble skills, and sight-reading, particularly in musical styles outside of the swing genre. The bands perform at least two major public concerts per semester, which may include an off-campus festival performance. (CSU;UC. C-ID:MUS 180)
Total 2 Times

MUSCP 32C Jazz Band 3
2.5-4 Units/Up to 3 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 32B. Limits on enrollment: By Audition
The SRJC Jazz Bands are dedicated to the rehearsal and performance of classic and contemporary literature for large jazz ensemble. MUSCP 32C is designed for experienced musicians who are able to perform at the college level. The emphasis is on the development of jazz interpretation, ensemble skills, and sight-reading, particularly in musical styles outside of the swing genre. The bands perform at least two major public concerts per semester, which may include an off-campus festival performance. (CSU;UC. C-ID:MUS 180)
Total 2 Times

MUSCP 32D Jazz Band 4
2.5-4 Units/Up to 3 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 32C. Limits on enrollment: By Audition
The SRJC Jazz Bands are dedicated to the rehearsal and performance of classic and contemporary literature for large jazz ensemble. MUSCP 32D is designed for experienced musicians who are able to perform at the college level and is intended for the most advanced players. Students in this course will have more accountability within the ensemble, and may be called upon to assist in the troubleshooting of problems specific to their instrument and/or to lead sectional rehearsals. Emphasis is on the achievement of a professional-quality artistic standard. The bands perform at least two major public concerts per semester, which may include an off-campus festival performance. (CSU;UC. C-ID:MUS 180)
Total 2 Times

MUSCP 30A Orchestra 1
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Limits on enrollment: By Audition
The SRJC Orchestra is dedicated to the study, rehearsal, and performance of orchestral literature from the Baroque to the contemporary era. MUSCP 33A is designed for musicians who demonstrate the potential to perform at college level on an orchestral instrument. The Orchestra performs at least two concerts each semester. (CSU;UC. C-ID:MUS 180)
Total 2 Times

MUSCP 30B Orchestra 2
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 33A. Limits on enrollment: By Audition
The SRJC Orchestra is dedicated to the study, rehearsal, and performance of orchestral literature from the Baroque to the contemporary era. MUSCP 33B is designed for musicians who are able to perform at the college level on an orchestral instrument. The Orchestra performs at least two concerts each semester. (CSU;UC. C-ID:MUS 180)
Total 2 Times

MUSCP 33A Orchestra 3
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 33A. Limits on enrollment: By Audition
The SRJC Orchestra is dedicated to the study, rehearsal, and performance of orchestral literature from the Baroque to the contemporary era. MUSCP 33B is designed for musicians who are able to perform at the college level on an orchestral instrument. The Orchestra performs at least two concerts each semester. (CSU;UC. C-ID:MUS 180)
Total 2 Times

MUSCP 33D Orchestra 4
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 33A. Limits on enrollment: By Audition
The SRJC Orchestra is dedicated to the study, rehearsal, and performance of orchestral literature from the Baroque to the contemporary era. MUSCP 33D is designed for the most advanced players. Students in this course have more accountability within the Orchestra and may be called upon to play solos and/or assist in the troubleshooting of problems specific to their instrument. The Orchestra performs at least two concerts each semester. (CSU;UC. C-ID:MUS 180)
Total 2 Times

MUSCP 40.1 Applied Music (Individual Instruction): Piano
2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in MUSCP 32A OR MUSCP 32B OR MUSCP 32C OR MUSCP 32D OR MUSCP 42A OR MUSCP 42B OR MUSCP 42C OR MUSCP 42D OR MUSCP 21A OR MUSCP 21B OR MUSCP 21C OR MUSCP 21D OR MUSCP 10A OR MUSCP 10B OR MUSCP 30B OR MUSCP 30C OR MUSCP 30D. Recommended: Course Completion or Concurrent Enrollment in MUSC 2A OR MUSC 2C OR MUSC 2D OR MUSC 3A OR MUSC 3B OR MUSC 3C OR MUSC 5D OR MUSC 2A. Limits on enrollment: By Audition
Individual studio instruction in piano for the development of performance skills. Each week students will take a 30-minute individual lesson
and complete five hours of on-campus practice. Each semester students will perform at least once in a Recital Hour and play a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level. (CSU,UC, C-ID:MUS 160) 4 Times in any Comb of Levels

MUSCP 40.2 Applied Music (Individual Instruction): Voice
2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in MUSCP 21A and MUSCP 21B and MUSC 18 OR Concurrent Enrollment in MUSCP 21C and MUSC 18 OR Concurrent Enrollment in MUSCP 21D and MUSC 18 OR Concurrent Enrollment in MUSCP 32A and MUSC 18 OR Concurrent Enrollment in MUSCP 32B and MUSC 18 OR Concurrent Enrollment in MUSCP 23C and MUSC 18 OR Concurrent Enrollment in MUSCP 23D and MUSC 18. Recommended: Course Completion or Concurrent Enrollment in MUSC 2A and MUSC 3A or Course Completion or Concurrent Enrollment in MUSC 2B and MUSC 3B or Course Completion or Concurrent Enrollment in MUSC 2C and MUSC 3C or MUSC 18. Limits on enrollment: By Audition. Individual studio instruction in voice for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice. Each semester students will perform at least once in a Recital Hour and sing a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level. (CSU,UC, C-ID:MUS 160) 4 Times in any Comb of Levels

MUSCP 40.3 Applied Music (Individual Instruction): Strings
2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in MUSCP 33A, B, C, or D, OR MUSC 33A, B, C, or D; OR MUSCP 43A, B, C, or D. Recommended: Course Completion or Concurrent Enrollment in MUSC 2A, B, C, or D and MUSC 3A, B, C, or D. Limits on enrollment: By Audition. Individual studio instruction in violin, viola, cello, or contrabass for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice. Each semester students will perform at least once in a Recital Hour and play a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level. (CSU,UC, C-ID:MUS 160) 4 Times in any Comb of Levels

MUSCP 40.4 Applied Music (Individual Instruction): Woodwind
2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in MUSCP 30A or MUSC 30B or MUSCP 30C or MUSC 30D or MUSC 32A or MUSC 32B or MUSCP 32C or MUSC 32D or MUSC 42A or MUSCP 42B or MUSC 42C or MUSC 42D. Recommended: Concurrent Enrollment in MUSC 2A or MUSC 2B or MUSC 2C or MUSC 2D or MUSC 3A or MUSC 3B or MUSC 3C or MUSC 3D. Limits on enrollment: By Audition. Individual studio instruction in flute, oboe, clarinet, bassoon, or saxophone for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice. Each semester students will perform at least once in a Recital Hour and play a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level. (CSU,UC, C-ID:MUS 160) 4 Times in any Comb of Levels

MUSCP 40.5 Applied Music (Individual Instruction): Brass
2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in MUSC 30A, B, C, or D, OR MUSCP 32A, B, C, or D; OR MUSCP 42A, B, C, or D. Recommended: Course Completion or Concurrent Enrollment in MUSC 2A, B, C, or D and MUSC 3A, B, C, or D. Limits on enrollment: By Audition. Individual studio instruction in trumpet, French horn, trombone, baritone, or tuba for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice. Each semester students will perform at least once in a Recital Hour and play a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level. (CSU,UC, C-ID:MUS 160) 4 Times in any Comb of Levels

MUSCP 40.6 Applied Music (Individual Instruction): Percussion
2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in MUSC 30A, B, C, or D; OR MUSCP 32A, B, C, or D; OR MUSCP 42A, B, C, or D. Recommended: Course Completion or Concurrent Enrollment in MUSC 2A, B, C, or D and MUSC 3A, B, C, or D. Limits on enrollment: By Audition. Individual studio instruction in percussion for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice. Each semester students will perform at least once in a Recital Hour and play a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level. (CSU,UC, C-ID:MUS 160) 4 Times in any Comb of Levels

MUSCP 40.7 Applied Music (Individual Instruction): Guitar
2.5 Units/1 hour lecture, 5.5 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in MUSC 21A, B, C, or D; OR MUSC 30A, B, C, or D; OR MUSC 42A, B, C, or D. Recommended: Course Completion or Concurrent Enrollment in MUSC 2A, B, C, or D and MUSC 3A, B, C, or D. Limits on enrollment: By Audition. Individual studio instruction in guitar for the development of performance skills. Each week students will take a 30-minute individual lesson and complete five hours of on-campus practice. Each semester students will perform at least once in a Recital Hour and play a juried performance for a faculty committee as a final exam. Designed for Music majors who are able to perform at college level. (CSU,UC, C-ID:MUS 160) 4 Times in any Comb of Levels

MUSCP 42A Jazz Combo Ensemble 1
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Recommended: Course Completion of MUSC 3A. Limits on enrollment: By Audition. The study and performance of classic and contemporary works for jazz combo. Emphasis is on the development of improvisational and performance skills. Students are divided into three combos of four to eight musicians each. The combos give 3–5 public performances per semester. (CSU,UC, C-ID:MUS 180) Total 2 Times

MUSCP 42B Jazz Combo Ensemble 2
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 42A. Limits on enrollment: By Audition. The study and performance of classic and contemporary works for jazz combo. Emphasis is on the development of a rhythmic and melodic vocabulary consistent with mainstream jazz practice. Students are divided into three combos of four to eight musicians each. The combos give 3–5 public performances per semester. (CSU,UC, C-ID:MUS 180) Total 2 Times

MUSCP 42C Jazz Combo Ensemble 3
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 42B. Limits on enrollment: By Audition. The study and performance of classic and contemporary works for jazz combo. Emphasis is on the development of improvisatory fluency in the styles of Bop, Cool, and Hard Bop. Students are divided into three combos of four to eight musicians each. The combos give 3–5 public performances per semester. (CSU,UC, C-ID:MUS 180) Total 2 Times

MUSCP 42D Jazz Combo Ensemble 4
2.5 Units/2 hours lecture, 1 hour laboratory, 0.5 hour by arrangement. Grade Only. Prerequisite: Course Completion of MUSCP 42C. Limits on enrollment: By Audition. The study and performance of classic and contemporary works for jazz combo. Emphasis is on the understanding of chord/scale relationships and the introduction of odd and compound meters. Students are divided into three combos of four to eight musicians each. The combos give 3–5 public performances per semester. (CSU,UC, C-ID:MUS 180) Total 2 Times

MUSCP 81A Opera and Related Forms in Performance 1
2-5 Units/Up to 15 hours by arrangement. Grade Only. Limits on enrollment: By Audition. Preparation and presentation of a role in an opera or related work (such as Broadway opera, light opera, pocket operas, and concert presentations) in production for public performance.

NATURAL RESOURCES

NRM 12 Introduction to Environmental Conservation
(Formerly NRM 10) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. An introduction to principles and techniques for the management and protection of forests and other natural resources, with an emphasis on the sustainable use of wood, water, forage, recreation

Courses: Natural Resources
Courses: Natural Resources

NRM 51 Wildland Trees and Shrubs
3 Units/2.5 hours lecture, 2 hours laboratory. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.
A study of the taxonomy, physiology, community and ecological relationships of trees and shrubs of the United States, with particular emphasis on California species. Analysis of the botanical and anatomical characteristics of these plants. Field trips includes mandatory field trips.(CSU) AA/AS area C/F; CSU areas B2,E

NRM 56 Agricultural Enterprise Project
2-4 Units/Up to 1 hour lecture, 1 hour or more arrangement. P/NP Only. Prerequisite: Course Completion or Current Enrollment in NRM 60 or NRM 70. Recommended: Eligibility for ENGL 100 or ESL 100.
In consultation with instructor, student will select a specific agricultural/forestry crop, commodity, or product and develop an enterprise project, using the resources at Shone Farm or other locations (with instructor’s consent). Projects involve field experience in production and management techniques, marketing methods, and eventual sale of the chosen agricultural/forestry crop, product, or product.(CSU)

NRM 60 Introduction to Outdoor Recreation
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
A study of historic, social, political, economic, and environmental factors influencing outdoor recreation at federal, state, and local levels. Survey of conflicts in natural resources land use.(CSU)

NRM 63 Environmental Education
3 Units/3 hours lecture, 2 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Principles and applied techniques used to explain natural and cultural resources to the park and museum visitor. Exploration and application of most current environmental education curricula. (CSU)

NRM 66 Wilderness Skills
3 Units/3 hours lecture, 1 hour laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Health or Safety.
Students who enroll should be able to hike/snowshoe at least 5 miles in the snow with 30-pound pack.
Advanced principles and techniques of wilderness camping survival and leadership. Students will develop skills required for planning, organizing, and conducting safe group trips in the wilderness. Course targeted for students pursuing careers in park management and outdoor recreation. Students who enroll should be able to hike/ snowshoe at least 5 miles in the snow with 30-pound pack.(CSU)

NRM 67 Recreation Facility Management
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.
Students learn to evaluate public and private recreational facilities. Applied park practices relating to the operations of campgrounds and other types of recreational facilities. Through participation in recreational activities, students identify those facilities needing repair and/or updating. Includes skills and procedures for designing and evaluating low impact camping, day-use facilities, and visitor centers. Recommended physical ability to walk five miles with a 25-pound pack.(CSU)

NRM 70 Forest Management and Assessment
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Applied forestry as related to forest stand improvement, harvest methods, fire control, disease, damage, insects, manufacturing and management of forested lands. Quantity, and quality, and other forest resources, including water, range, wildlife, and outdoor recreation. Carbon storage and fuel loading. Field trips are mandatory.(CSU)

NRM 72 Forest Fire Control and Its Use
3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.
Principles of fire behavior, control and prevention for natural resource managers and first responders. Also covers the prescribed use of fire in natural resource management applications (fuel reduction, invasive species control, etc.)(CSU)

NRM 73 Introduction to Forest Measurements
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100; AND Eligibility for MATH 150A.
Introduction to timber inventory systems, cruise designs, aerial photographic interpretation, and log scaling. Measurement of timber stand growth, quantity and quality, and other forest products including water, range, wildlife and outdoor recreation. Field trips are mandatory.(CSU)

NRM 80 Environmental Policy for Resource Managers
3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.
A study of major state and federal, environmental policies and how they affect natural resource managers. Students will examine the making and implementation of laws and regulations that help frame natural resource management decisions on the local level.(CSU)

NRM 84 Introduction to Fish and Wildlife Conservation
3 Units/3 hours lecture, 2 hours laboratory. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to the study of fish and wildlife conservation management principles, techniques, and issues, including habitat management and population estimation. Students will become familiar with local and regional wildlife species, as well as develop expertise in wildlife identification and common field techniques used by wildlife managers.(CSU)

NRM 85 Watershed Hydrology
4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100 and Course Eligibility for MATH 150A.
This course serves as an introduction to forest and wildland hydrology and the management of water resources on a watershed scale, including urbanization and urban ecology impacts. The material covered will include the fundamental concepts of the hydrologic cycle: precipitation, interception, evaporation, evapotranspiration and runoff, infiltration, and groundwater. The fundamentals of protection, management, and monitoring of water in California will be emphasized.(CSU)

NRM 86 Watershed Resource Management
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Introduction to the methods and techniques used in measuring, monitoring, and assessing watershed health in North Coast streams. Topics of study include identification of the specific factors limiting ecosystem productivity (vegetation, fish, etc) identification of the critical habitat needs (plants, macroinvertebrates, water quality, etc) and methods for assessing and monitoring watershed resources.(CSU)

NRM 87 Geographic Info. Systems Applications in Natural Resources
3 Units/3 hours lecture. Grade or P/NP Recommended: Course Eligibility for GG 40.
An introduction to the use of Geographic Information Systems (GIS) to analyze and interpret natural resources data, and to solve common conservation problems. Includes a basic introduction to arc view GIS, analysis of habitat loss for endangered species, evaluation of mineral development impacts, watershed analysis, assessing data quality, and environmental analysis of a proposed timber sale.(CSU)

NRM 88 Watershed Ecology and Restoration
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
An introduction to watershed restoration ecology methods, techniques, and tools used to restore and enhance watershed health.(CSU)

NRM 91 Rangeland Management
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Basic principles of range management as they apply to various regions and vegetative types. Relationship of range management practices to livestock production, wildlife management, forestry, hydrology and other land uses. Field trip participation required.(CSU)
Courses: Nursing - RN

NURSING - RN

NR 74.1 Professionalism, Nursing Process and Therapy for VN to ADN
1 Unit/0.75 hour lecture, 0.75 hour laboratory. Grade Only. Prerequisite: Course Completion or Current Enrollment in NR 74.2. Course Completion of ANAT 1 and PHYSIO 1 and MICRO 5 and FDNT 62 and PSYCH 1A OR Concurrent Enrollment or Current Enrollment in NR 74.2 and ANAT 1 and PHYSIO 1 and MICRO 60 and FDNT 62 and PSYCH 1A. Limits on enrollment: Acceptance into Vocational Nursing to Nursing Program

Concepts fundamental to professional nursing with an emphasis on nursing process. Emphasis on the difference between the scope of practice of the Licensed Vocational Nurse [LVN] and the Registered Nurse [RN]. Students will employ a variety of tools as they learn to use the nursing process. Concepts and skills related to intravenous [IV] therapy are included. This course prepares LVNs to join generic Associate Degree Nursing [ADN] students in upper level courses of the ADN program. This course involves both online and on-campus participation.(CSU.)

NR 74.2 Psychiatric Nursing For Career Ladder Students
4.5 Units/2 hours lecture, 0.75 hour by arrangement. Grade or P/NP. Prerequisite: Concurrent Enrollment in NR 74.1 and Course Completion of ANAT 1 and PHYSIO 1 and MICRO 5 and FDNT 62 and PSYCH 1A OR Concurrent Enrollment or Current Enrollment in NR 74.1 and Course Completion of ANAT 1 and PHYSIO 1 and MICRO 60 and FDNT 62 and PSYCH 1A. Limits on enrollment: Acceptance into the Vocational Nursing to Nursing Program

Concepts and nursing practice in the care of patients with chronic illness, including psychiatric and substance abuse patients are presented. Emphasis is on meeting the needs of patients with psychiatric illnesses. Knowledge and skills acquired in lecture-discussion are applied in psychiatric clinical settings. Course is designed for Licensed Vocational Nurses [LVNs] whose precursory course work did not include psychiatric nursing (CSU.)

NURSING - AIDE

NRA 150 Certified Nursing Assistant/Home Health Aide
1.5 Units/0.75 hour lecture, 0.75 hour laboratory. Grade Only. Prerequisite: Concurrent Enrollment in NRA 150A. Recommended: Eligibility for ENGL 100 or ESL 100. Enrollment in NRA 150A. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Requires Certified Nurse Assistant Certification issued by the California Department of Health Services, show proof of immunization clearance, pass physical exam, possess a valid Health Care Provider CPR and have a Live Scan fingerprinting and criminal background screening.

This course is designed to teach the Home Health Aide (HHA) students basic patient care skills, psychosocial/cultural understanding, and communication techniques necessary to help meet the needs of the patient. All aspects of care are designed to allow the student to utilize these skills in an in-home care environment. Students learn theory and basic patient care skills necessary for certification as a HHA.

NRA 150A Certified Nurse Assistant
1.5 Units/0.75 hour lecture, 0.75 hour laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion of Current Enrollment in NRA 150A. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Requires Certified Nurse Assistant Certification issued by the California Department of Health Services, show proof of immunization clearance, pass physical exam, possess a valid Health Care Provider CPR and have a Live Scan fingerprinting and criminal background screening.

This course is designed to teach the Home Health Aide (HHA) students basic patient care skills, psychosocial/cultural understanding, and communication techniques necessary to help meet the needs of the patient. All aspects of care are designed to allow the student to utilize these skills in an in-home care environment. Students learn theory and basic patient care skills necessary for certification as a HHA.

NRM 98 Independent Study in Natural Resource Management
1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.

Special projects by arrangement to provide for independent study and enriched academic experience in natural resource management.(CSU.)

NRM 99I Natural Resources Mgmt Occupational Work Experience Intern
0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an application, interview, placement and verification of employment because intern position must be secured prior to enrollment.

Natural Resources Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning that relates to the students' educational or occupational goal in Natural Resource Management. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students will acquire new knowledge, skills, and abilities to prepare for a career in the field of Natural Resource Management.(CSU.)

16 Units Total (WinEx only)

NRM 103 Restoring Native Habitats
0.5 Unit/3 hours lecture, 2 hours laboratory for 4 weeks. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

Hands-on approach to restoring local habitats using native plants in the landscape. Overview of natural plant communities as models for restoration. Course includes study of dominant and typical plant constituents of each plant community in Sonoma County, focusing on species currently used in restoration. Matching plant species to local conditions for successful restoration, students will do field work at Shone Farm as well as develop individual restoration projects.

NRM 111 Orientation to Natural Resources / Park Management Practices
4 Units/5 hours lecture, 4 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.

Orientation to principles and practices of natural resources and park management in wildland recreation areas and other recreational facilities. Each lecture is supported by a field experience. Field trips and mandatory.

NRM 131 Park and Forest Trails Maintenance and Reconstruction
2.5 Units/2 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

An introduction to the equipment, methods, techniques, and tools used in laying out, repairing, and rebuilding park and forest trails.

NRM 132 Chainsaw Safe Operation and Care
(Formerly NRM 204) 0.5 Unit/0.5 hour lecture, 0.5 hour laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.

The proper operation, maintenance, and care of chainsaws.

NRM 141 Beginning Rock Climbing and Climbing Safety
1 Unit/1 hour lecture, 1 hour laboratory. Grade or P/NP. Recommended: Good overall physical health is recommended for anyone interested in rock climbing, in order that the student does not endanger his/her health and safety or the health and safety of others... An introduction to the equipment, methods, and techniques used in contemporary outdoor rock climbing. Instruction includes all aspects of rock climbing, safety and an introduction to rescue techniques. Climbing occurs at a variety of popular beginning-level outdoor climbing locations in Sonoma County, secured by special use permit. Recommended for students pursuing a career as a Park Ranger.

NRM 142 Orienteering for Wilderness Users
1 Unit/1 hour lecture, 1 hour laboratory. Grade or P/NP.

Compass orienteering, GPS (Global Positioning Systems) and topographic map reading for backpackers and wilderness recreation users.

NRM 273 Maintenance and Reconstruction (Formerly NRM 204) 0.5 Unit/0.5 hour lecture, 0.5 hour laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.

The proper operation, maintenance, and care of chainsaws.

NRA 150B Home Health Aide
1.5 Units/1.25 hours lecture, 0.25 hour laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Course Completion or Current Enrollment in NRA 150A. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Requires Certified Nurse Assistant Certification issued by the California Department of Health Services, show proof of immunization clearance, pass physical exam, possess a valid Health Care Provider CPR and have a Live Scan fingerprinting and criminal background screening.

This course is designed to teach the Home Health Aide (HHA) students basic patient care skills, psychosocial/cultural understanding, and communication techniques necessary to help meet the needs of the patient. All aspects of care are designed to allow the student to utilize these skills in an in-home care environment. Students learn theory and basic patient care skills necessary for certification as a HHA.
NR 75B Nursing Care of Medical-Surgical and Psychiatric Clients
12 Units/6 hours lecture, 18 hours by arrangement. Grade Only. Prerequisite: Course Completion of NR 75.1A.

Concepts and nursing practice in the care of medical/surgical patients and patients with chronic illness including psychiatric and substance abuse patients, are presented. The emphasis is on acute medical/surgical patients both inpatient and outpatient management of patients with chronic illness relevant to adolescent and adult patients. Knowledge and skills acquired in lecture-discussion and in simulation and skills laboratories are applied in medical-surgical, psychiatric and outpatient care settings.(CSU)

One Repeat if Grade was D, F, NC, or NP

NR 75C Nursing Care of the Acutely Ill, Perinatal and Pediatric Pt
12 Units/6 hours lecture, 18 hours by arrangement. Grade Only. Prerequisite: Course Completion of NR 75B OR Course Completion of NR 74.1 and NR 74.2.

Concepts applicable to intermediate-level care of adult medical-surgical patients, with focus on Staff RN-level leadership, health care informatics, and evidence based practice. Perinatal and pediatric clients are included with a focus on the family as a whole system of care (CSU)

One Repeat if Grade was D, F, NC, or NP

NR 75D Advanced Care of Acutely Ill
12 Units/6 hours lecture, 18 hours by arrangement. Grade Only. Prerequisite: Course Completion of NR 75C. Limits on enrollment: Enrollment in the Associate Degree Nursing Program

Advanced concepts related to the safe care in the acutely ill adult medical-surgical patient. These concepts are integrated to meet the complex needs of medical-surgical patient. Concepts related to professionalism, a preceptorship experience, and advanced nursing skill practice in a variety of clinical settings gives students an opportunity to make the transition from student to professional nurse.(CSU)

One Repeat if Grade was D, F, NC, or NP

NR 75.1A Fundamentals of Professional Nursing
12 Units/6.5 hours lecture, 16.5 hours by arrangement. Grade Only. Limits on enrollment: Admission to Program

Concepts fundamental to professional nursing with an emphasis on the geriatric patient: nursing process, professionalism, basic physiological, psychosocial, and developmental needs and basic nursing skills are included in this course. Application of theoretical knowledge is guided by the Readiness for Practice Model. A number of teaching/learning strategies are incorporated in a variety of settings: classroom, skills laboratory and patient-care settings providing students an opportunity to use the nursing process.(CSU)

One Repeat if Grade was D, F, NC, or NP

NR 98 Independent Study in Nursing
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator

Independent study in nursing through literature research, clinical investigation, or a combination of the two.(CSU)

NURSING - VOCATIONAL

NRV 51 Fundamentals and Basics of Vocational Nursing
8 Units/8 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PHARM 255 and Concurrent Enrollment in NRV 51L and NRV 58A OR Course Completion of NRV 255 OR Concurrent Enrollment in NRV 51L and NRV 58A. Limits on enrollment: Acceptance to LVN Program via the Application Process

This is the first in a series of theory courses which prepares students to practice vocational nursing. Orem’s Self-Care Deficit Theory is used as a framework to study the bio-psycho-social-cultural-spiritual health/nursing concepts related to: nursing fundamentals, adult medical-surgical and gerontological nursing. Topics of patient teaching incorporate: basic pharmacology, medication administration, nutrition, standard nursing and medical care, for a variety of common disease states. This course compares and contrasts nursing care systems employed in health maintenance, communicable disease, acute illness, chronic illness, and rehabilitation. This course integrates the concepts of: critical thinking, nursing process, culturally congruent care, verbal and written communication, mental health, ethics and unethical conduct, and end of life care. Standards of nursing care are also a focus to meet the needs of the growing gerontological clientele.(CSU)

One Repeat if Grade was D, F, NC, or NP

NRV 51L Fundamentals & Basic Vocational Nursing Clinical Experience
6 Units/10 hours by arrangement. P/NP Only. Prerequisite: Concurrent Enrollment in NRV 51 and NRV 58A and Course Completion or Concurrent Enrollment in PHARM 255 OR Concurrent Enrollment in NRV 51 and NRV 58A and Course Completion of NRV 255.

This is the first clinical course in the VN program. Fundamental principles learned in co-requisite theory and skills courses are applied in the care of adult patients in acute/sub-acute medical-surgical Alzheimer/respite day health and a variety of ancillary health care related settings. Bio-psycho-social-cultural-spiritual health/nursing concepts are explored as they apply to individually assigned patients.(CSU)

One Repeat if Grade was D, F, NC, or NP

NRV 52.1 Intermediate Vocational Nursing
(Formerly NRV 52A) 8 Units/8 hours lecture. Grade Only. Prerequisite: Course Completion of NRV 51 and Concurrent Enrollment in NRV 52.1L and NRV 58B and NRV 52.2L and NRV 52.2L.

This is one of two intermediate level theory courses in the Vocational Nursing Program. The two primary foci of the course are the care of adult patients with increasingly complex problems and the care of pediatric clients and conditions related to each of the body systems. Concepts related to mental health care of adults and children and normal growth and development are integrated into the course. Pathological processes of selected disease states are explored with an emphasis on care of the perioperative patient.(CSU)

NRV 52.1L Intermediate Clinical for Vocational Nursing
(Formerly NRV 52AL) 4 Units/12 hours by arrangement. P/NP Only. Prerequisite: Course Completion of NRV 51 and Concurrent Enrollment in NRV 52.1 and NRV 52.2 and NRV 52.2L and NRV 58B.

A second semester clinical course preparing students to practice vocational nursing. Principles learned in prerequisite and co-requisite theory and skills courses are applied to the care of patients in acute medical-surgical, ambulatory mental health and pediatric settings. The focus is broadened to include more aspects of patient care, such as peripatetic, mental health and pediatric care. Orem’s Self-Care deficit theory is the basis for applying the nursing process for the assigned medical-surgical, mental health, and pediatric clients.(CSU)

NRV 52.2 Maternal-Child Health Vocational Nursing
(Formerly NRV 52BL) 2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of NRV 51 and Concurrent Enrollment in NRV 52.1 and NRV 52.1L and NRV 52.2L and NRV 58B.

Basic concepts of maternal and child health nursing with an emphasis on wellness. The course focuses on normal perinatal period for mother, infant and family as a system. Deviations from norms are presented in all aspects of the perinatal period for mother and infant with common interventions and medical/nursing regimens. Normal growth and development is incorporated as well as aspects of nutrition, safety, and nursing care standards of the maternal child health client in a variety of settings.(CSU)

NRV 52.2L Maternal-Child Health Vocational Nursing Clinical
(Formerly NRV 52BL) 2 Units/6 hours by arrangement. P/NP Only. Prerequisite: Course Completion of NRV 51 and Concurrent Enrollment in NRV 52.1 and NRV 52.1L and NRV 52.2L and NRV 58B.

A second semester maternal/child course for the Vocational Nursing Program. Application of concepts that are learned/applied in prerequisite and co-requisite theory and skills lab courses. Care of the normal and deviations from normal maternal and neonatal client, is presented. Normal growth and development in pregnancy and the newborn is incorporated. The family as a whole system of interactions for patient teaching with culturally sensitive care is applied to diverse clinical settings. Orem’s Self-Care deficit theory is the basis for applying the nursing process for assigned maternal/child clients.(CSU)

NRV 53 Advanced Vocational Nursing Theory
8 Units/8 hours lecture. Grade Only. Prerequisite: Course Completion of NRV 52.1 and NRV 52.1L and NRV 52.2 and NRV 52.2L and NRV 58B and Concurrent Enrollment in NRV 53L and NRV 58C and Course Completion or Current Enrollment in PHARM 256. I OR Course Completion of NRV 52.1 and NRV 52.1L and NRV 52.2L and NRV 52.2L and NRV 58B and Concurrent Enrollment in NRV 53L and NRV 58C and Course Completion of NR 256.1.

This is the advanced level theory course in the Vocational Nursing program. Concepts learned in prerequisite theory courses are integrated in the study of nursing care for severely acute

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and chronically ill patients. Care of clients in hospitals, and community-based settings such as: ambulatory care, home care, and other ancillary health settings is incorporated. The team-leading, delegation, leadership, and supervision role in a skilled nursing/rehabilitation and ambulatory setting is a focus. Health promotion and maintenance are emphasized. Health problems common in the geriatric client, and concepts of: critical thinking, culturally congruent care, end-of-life care and legal/ethical dilemmas arising in nursing care are explored. Community health and illness prevention are studied.(CSU.)

NRV 53L Advanced Vocational Nursing Clinical
6.5 Units/18.5 hours by arrangement. P/NP Only. Prerequisite: Course Completion of NRV 52.1 and NRV 52.1L and NRV 52.2 and NRV 52.2L and NRV 58B and Concurrent Enrollment in NRV 53 and NRV 58C and Course Completion or Current Enrollment in PHARM 256.1 OR Course Completion of NRV 52.1 and NRV 52.1L and NRV 52.2 and NRV 52.2L and Concurrent Enrollment in NRV 53 and NRV 58C and Course Completion of NRV 526.1.

A third semester clinical course that includes a 120-hour preceptorship preparing students to practice vocational nursing at the entry level. Principles learned in prerequisite and corequisite theory and skills courses are applied to the care of patients in acute care hospitals, community-based clinics, home care, and skilled nursing settings. The focus is broadened to include more aspects of patient care at an advanced level, such as medical surgical, mental health, and geriatric. Orem's Self-Care Deficit Theory is the basis for applying the nursing process for the assigned medical-surgical, mental health, and pediatric clients.(CSU.)

NRV 58A Fundamental Skills Lab for Vocational Nursing
1 Unit/3 hours by arrangement. Grade or P/NP. Prerequisite: Concurrent Enrollment in NRV 51 and NRV 51L and Course Completion or Current Enrollment in PHARM 255 OR Concurrent Enrollment in NRV 51 and NRV 51L and Concurrent Enrollment in NRV 52.1 and NRV 52.1L and Concurrent Enrollment of NRV 526.1.

Demonstration and supervised practice of fundamental and medical surgical basic nursing skills for adult/geriatric and mental health clients based on scientific principles and correlated with concepts from theory. Planning and implementing basic patient care are practiced in a simulated clinical setting. Relationships between these concepts and nursing skills relevant to steps in the nursing process: assessment, planning, implementing, evaluation and documentation are practiced. Students demonstrate competent skill performance in a simulated clinical setting.(CSU.)

NRV 58B Intermediate Vocational Nursing Skills Lab
1 Unit/3 hours laboratory. Grade of P/NP. Prerequisite: Course Completion of NRV 51 and NRV 51L and Concurrent Enrollment in NRV 52.1 and NRV 52.2 and NRV 52.2L and NRV 52.1L.

Demonstration and supervised practice of intermediate vocational nursing: adult/geriatric, maternal-child, pediatric skills based on scientific principles and concepts from theory. Concepts related to mental health and growth and development will be integrated into skills. Planning and implementing intermediate adult/geriatric, maternal-child, and pediatric patient care are done in the simulated clinical setting relevant to steps in the nursing process: assessment, planning, implementing, evaluation and documentation. Students will practice and demonstrate skills in the lab setting prior to the assignment of these skills in the clinical setting.(CSU.)

NRV 58C Advanced Skills Lab for Vocational Nursing
0.5 Unit/1.5 hours laboratory. P/NP Only. Prerequisite: Course Completion of NRV 58B and NRV 52.1L and NRV 52.2 and NRV 52.2L and Concurrent Enrollment in NRV 53 and NRV 53L and Course Completion or Current Enrollment in PHARM 256.1 OR Course Completion of NRV 52.1 and NRV 52.1L and NRV 52.2 and NRV 52.2L and Concurrent Enrollment in NRV 53 and NRV 53L and Course Completion of NRV 256.1.

Demonstration and supervised practice of advanced vocational nursing skills of scientific principles and concepts from co-requisite theory. Planning and implementing advanced patient care in a simulated clinical setting relevant to steps in the nursing process: assessment, planning, implementing, evaluating, and documenting. Students will demonstrate competent skills prior to use in clinical settings. Course includes the reinforcement of previously learned skills. Skills used by the vocational nurse working with the adult/geriatric and mental health client in settings such as: hospitals, team leading in skilled nursing/rehabilitation, community based: ambulatory clinics, home care, and other ancillary health care settings are integrated skills such as trach care, complex wound care, ambulatory clinic and home care skills, supervision and leadership and IV (intraavenous) therapy within VN (Vocational Nursing) scope are demonstrated.(CSU.)

OLDER ADULTS PROGRAM

OA 501 Creative Arts for Older Adults
(Formerly SE 501) 0 Unit/3 hours laboratory. Non-Credit Course. This course is designed to enrich the quality of life of older adults through exercise. Course activities include promoting or maintain physical, mental, social and emotional well-being and accommodate varying skill levels. A variety of activities, including strength training, stretching, brain aerobics, interactive games, and relaxation are incorporated to encourage a healthier and more active life. This course is offered at numerous locations in Sonoma County in partnership with senior service providers. Exempt From Repeat Provisions

OA 502 Autobiographical Writing for Older Adults
(Formerly SE 502) 0 Unit/3 hours laboratory. Non-Credit Course. This course is designed to teach older adults the skills necessary to write personal accounts of their life stories. A supportive learning environment allows students to read their stories and receive feedback in order to bring interest and clarity to their life experiences. Course activities promote or maintain mental, social and emotional well-being and accommodate varying skill levels. Exempt From Repeat Provisions

PARALEGAL STUDIES

PLS 50 Introduction to Law
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
This is the required initial course for students in the Paralegal program. It includes an introduction to the legal field, the role of the paralegal, an overview of the legal system, ethics, a survey of procedural law, and a survey of selected substantive areas of the law including contracts, torts, property, and business.(CSU)
Courses: Pharmacy Technician

PLS 51 Legal Research
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of PLS 50, PLS 51 and BGN 71. Recommended: Eligibility for ENGL 100 or ESL 100. This course acquaints students with procedural and substantive law, statutes, cases, codes and regulations, and how to find the law through legal encyclopedias, digests, and other resource materials. Citation format, basic case analysis, and Sheparding are emphasized. Once experience is developed in locating information, students analyze material, brief cases, and prepare research memoranda. Assignments and activities require extensive law library time.(CSU.)

PLS 52 Legal Writing
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of PLS 50, PLS 51 and BGN 71. Recommended: Eligibility for ENGL 100 or ESL 100 and Course Completion of BMG 52. Students use the skills acquired in PLS 51 Legal Research course to draft legal correspondence, case briefs, legal memoranda, pleadings, motions, and other documents. The course emphasizes construction of clear, concise, and well-organized legal instruments.(CSU.)

PLS 53 Civil Procedure: Pleadings
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of PLS 51 and Course Completion of PLS 52 and Course Completion of BOT 85.4A and Course Completion of BOT 85.4B and Course Completion of PLS 50 OR Course Completion of PLS 51. This course provides a comprehensive overview of pleading for the law office. State and local rules are emphasized. Risk management, statutes of limitation, guidelines and techniques for effective pleading are also discussed. Students will resolve pleading situations triggered by various events common in law firms.(CSU.)

PLS 54 Civil Procedure: Discovery
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of PLS 51 and PLS 52 and Course Completion of BOT 85.5 and Course Completion of PLS 51 and PLS 52 and Course Completion of BOT 85.5A and BOT 85.5B and PLS 50. This course addresses pre-trial discovery and evidence considerations in civil litigation. Students learn procedures and tactics for initiating, managing, and compelling discovery and drafting major discovery documents in current use from sample problems. Evidence questions that commonly occur during trial preparation are examined. Methods of informal fact gathering, including interviewing, investigation, and public document retrieval are also covered.(CSU.)

PLS 55 Legal Ethics
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of PLS 50 and PLS 51. This course emphasizes development of ethical judgment in the context of the modern law office team. The course covers the examination of the Rules of Professional Conduct, ethical guidelines for paralegals, and their application to special problems of both civil and criminal practice. Ethical standards for direct providers of legal services are also discussed.(CSU.)

PLS 60 Legal Calendaring
1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PLS 50. This course provides an overview of calendaring for the law office. State and local rules are emphasized. Risk management, statutes of limitation, guidelines and techniques for effective calendaring are also discussed. Students will resolve calendaring situations triggered by various events common in law firms.(CSU.)

PLS 61 Intellectual Property Law
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PLS 50. This course presents an overview of the principal types of intellectual property, such as trade secrets, patents, copyrights, and trademarks, as established in federal and state statutes and defined by case law. Emerging law regarding the use of the Internet will be discussed in detail, including domain names and publicity.(CSU.)

PLS 62 Torts
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of PLS 51. An in-depth examination of all phases of tort litigation from the initial stages of planning and preparing the civil lawsuit to trial. Elements of tort causes of action are discussed in depth. Negligence, a common element, is explained and applied to case fact patterns. Common torts such as products liability, wrongful death, invasion of privacy and defenses to torts are presented for analysis.(CSU.)

PLS 63 Contracts
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of PLS 51. This course is designed to acquaint the paralegal with the formal requirements and legal principles involved in will, trust and estate law, including drafting techniques. In addition to lectures on the underlying legal theory, students gain experience in drafting and analyzing a broad range of successions and distribution documents.(CSU.)

PLS 64 The American Jury System
1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion of PLS 50 and PLS 51. Recommended: Eligibility for ENGL 100 or ESL 100. This course will provide an overview of the evolution and current functions of the adversarial system that have evolved in the U.S. as a means of resolving disputes. The grand jury, the criminal petit jury, and the civil petit jury will be explored.(CSU.)

PLS 65 Technology in the Law Office: Practice, Procedures & Ethics
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of PLS 50 and PLS 51. This course presents fundamental common law and statutory concepts of family law with emphasis on the paralegal's role in this area. Topics include formal and informal marriages, separation, divorce, annulment, marital property, the parent-child relationship, child custody and support, adoption, guardianship, domestic relations court procedures, public records research, and the paralegal's role in alternative dispute resolution/mediation processes. Ethical obligations, family law terminology and emerging computer applications in domestic relations practice are also presented. (CSU.)

PLS 66 Wills, Trusts and Estate Planning
1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion of PLS 50 and PLS 51. Recommended: Eligibility for ENGL 100 or ESL 100. This course addresses pre-trial discovery and evidence considerations in civil litigation. Students learn procedures and tactics for initiating, managing, and compelling discovery and drafting major discovery documents in current use from sample problems. Evidence questions that commonly occur during trial preparation are examined. Methods of informal fact gathering, including interviewing, investigation, and public document retrieval are also covered.(CSU.)

PLS 67 Family Law
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of PLS 50 and PLS 51. Recommended: Eligibility for ENGL 100 or ESL 100. This course will provide an overview of the evolution and current functions of the adversarial system that have evolved in the U.S. as a means of resolving disputes. The grand jury, the criminal petit jury, and the civil petit jury will be explored.(CSU.)

PLS 99I Paralegal Occupational Work Experience Internship
2-8 Units/Up to 40 hours by arrangement. Grade Only. Prerequisite: Course Completion of BOT 85.1, PLS 53, PLS 55 and Course Completion or Current Enrollment in PLS 54. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Student must complete an application, interview, placement and verification of employment because intern position must be secured prior to enrollment. Paralegal Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; prospective internship placement; and supervised employment of students that extends to the job site classroom learning that relates to the students' educational or occupational goal. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid or unpaid position. Students will acquire new knowledge, skills, and abilities to prepare for a career in their chosen field.(CSU.) 16 Units Total (WrxEx only)

PHARMACY TECHNICIAN

PHARM 102 Pharmaceutical Calculations
2 Units/2 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Instruction in pharmacuetical calculations designed for Pharmacy Technician students. Prepares students for success in therapeutic calculations.
through pharmaceutical skills development (dosage, volume, concentration) of computations with absorption rate, admixtures, medicinal compounding and applied measurement systems. Teaches students approaches in bioavailability and bioequivalence alliteration, accurately recognizing pharmaceutical units as required by the California State Board of Pharmacy.

PHARM 103 Critical Thinking and Management Skills for the PT
2 Units/2 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Prepares students for success in the application of learned theory. The development of necessary discernment, reason, and proficiencies with regard to pharmaceutical critical thinking and solutions. Application of systems, theorems, principles, postulates, and provisions to enable the student to perform at an advanced level of pharmaceutical care and service.

PHARM 150 Introduction to Pharmacy Technician
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. An introduction to the role and working environment of the pharmacy technician, in both inpatient and outpatient settings. In addition to the legal responsibilities, technical activities and common medications encountered, the pharmacy technician student will identify and interpret common prescriptions and conduct simple pharmaceutical mathematics.

PHARM 151 Pharmaceutical Fundamentals
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PHARM 150. Recommended: Eligibility for ENGL 100 or ESL 100. An introduction to pharmaceutical principles as they are related to and support an understanding of the rationale behind drug prescribing and usage impacted by the United States Pharmacopoeia and federal and state regulations.

PHARM 152 Ambulatory Pharmacy Practice
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PHARM 150. Recommended: Eligibility for ENGL 100 or ESL 100. An overview of the skills needed to operate effectively in an ambulatory setting, with emphasis on receiving and controlling inventory, processing prescriptions using computerized prescription processing, medical insurance billing, and customer relations.

PHARM 153 Dosage Calculations
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of PHARM 102. Calculation of the correct oral and parenteral dosages of drugs using information from prescriptions or medications orders. Accurate interpretation of the correct amount of ingredients for the compounding of pharmaceutical products from a prescription or medications order.

PHARM 154A Retail Clinical 1
1 Unit/3.5 hours by arrangement. Grade Only. Prerequisite: Course Completion or Current Enrollment in PHARM 150. Limits on enrollment: The student must pass a background check and drug screening. The practice, in outpatient environment, of pharmacy technician skills developed in didactic and laboratory training. Activities will be performed by the student and evaluated by a supervising licensed pharmacist.

PHARM 154B Retail Clinical 2
3 Units/3 hours by arrangement. Grade Only. Prerequisite: Course Completion of PHARM 151 and PHARM 154A and Course Completion or Current Enrollment in PHARM 153. Limits on enrollment: The student must pass a background check and drug screening. The practice, in an outpatient environment, of advanced pharmacy technician skills developed in didactic and laboratory training. Activities will be performed by the student and evaluated by a supervising licensed pharmacist or pharmacy technician.

PHARM 155 Pharmacology
4 Units/4 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. This course introduces the pharmacology technician student to the historical development of the use of medicinal drugs, the basic mechanism of drug action, pharmacokinetics and basic concepts related to the administration of pharmacologic agents. Therapeutic effects of identified groups of drugs, their side effects, interactions and potential error sites are integrated throughout the course. Focus is on selected drug classes.

PHARM 156 Dispensing and Compounding
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of PHARM 150. General preparation of topical, transdermal, rectal, ophthalmic, nasal, oral and otic pharmaceutical dosage forms. Practical experience in the manipulative and record keeping functions associated with the compounding and dispensing of prescriptions. Study of dosage forms, advantages and disadvantages, uses, storage and packing of pharmaceutical products.

PHARM 157 Hospital Pharmacy Practice for the Pharmacy Technician
0.5 Unit/0.5 hour lecture, 1 hour laboratory. Grade Only. Prerequisite: Completion of PHARM 151, PHARM 152, PHARM 153, and PHARM 154A. Recommended: Eligibility for ENGL 1A or equivalent. This course is designed to prepare the Pharmacy Technician for employment in an inpatient hospital setting including employment as a fill technician and/or IV compounding technician.

PHARM 157L Hospital Pharmacy Clinical Experience
1.5 Units/5 hours by arrangement. Grade Only. Prerequisite: Course Completion of PHARM 157. Limits on enrollment: Health or Safety. The student must pass a background check and drug screening and be current on immunizations. The practice, in a hospital pharmacy environment, of advanced pharmacy technician skills developed in didactic and laboratory training. Activities will be performed by the student and evaluated by a preceptor.

PHARM 158 Advanced Chemotherapy and Hazardous Drug Pharmacy Practice
4 Units/4 hours lecture, 0.5 hour laboratory. Grade Only. Prerequisite: Course Completion of PHARM 157. Recommended: Eligibility for ENGL 1A or equivalent. This course is designed to train health professionals on the safe handling of chemotherapy and hazardous drugs in health-system settings. This course is designed to meet all applicable State Board training requirements.

PHARM 255 Comprehensive Pharmacology Update
2 Units/2 hours lecture. Grade Only. Recommended: Completion of ANAT 140, and Eligibility for either ENGL 100 or ESL 100. This course examines the basis for pharmacological treatment of common disease states. Selected drug classifications will be discussed with emphasis on pharmacokinetics and dynamics, mechanisms of action, clinical use, adverse reactions, drug interactions, contraindications, patient education and compliance. Intended for students in the Associate Degree Nursing, Licensed Vocational Nurse, Psychiatric Technician, and Pharmacy Technician programs.

PHARM256.1 Advanced Pharmacology
1 Unit/1 hour lecture. Grade Only. Prerequisite: Course Completion or Current Enrollment in PHARM 255. This advanced level course examines the basis for pharmacological treatment of more complex disease states. Drug classifications will be discussed with emphasis on pediatric and geriatric pharmacology, medication administration including: nutrition and electrolytes, immunologic agents, anti-neoplastic agents, gastrointestinal agents, and endocrine agents. Students will follow patients and aspects of their care as written in case presentations and studies. This course is intended for students in the Associate Degree in Nursing, Vocational Nursing, Psychiatric Technician, and Pharmacy Technician programs.

PHILOSOPHY

PHIL 3 Critical Thinking
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. Practical reasoning, argumentation and the analysis of language as useful tools for making reasonable decisions about what to do and believe. (CSU, UC) AA/AS area B/CSU area A3

PHIL 4 Introduction to Symbolic Logic
3 Units/3 hours lecture. Grade or P/NP. Recommended: Concurrent enrollment or completion of ENGL 100 or ESL 100. AND Concurrent enrollment or completion of MATH 150A. Development of modern symbolic logic through first-order predicate logic plus identity. Emphasis on translation and proof techniques. Provides a basis for understanding recent analytic trends. (CSU, UC: G-ID: PHIL 210) AA/AS area B
PHIL 5 Critical Thinking/Writing
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A or higher (V8).
This course covers the application of principles of critical thinking to the writing and analysis of extended, argumentative essays. (CSU, UC)
AA/AS area B, CSU area A3, IGETC area 1B

PHIL 6 Introduction to Philosophy
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An inquiry into truth and value through studies of the philosophers. Stresses philosophical issues, themes, and problems, as well as methods of philosophical inquiry. Examines how philosophy has tried to answer the perennial questions about reality, truth, and value. Explores philosophy’s role in personal and social life. (CSU, UC. C-ID: PHIL 100)
AA/AS areas E, CSU area C2, IGETC area 3B

PHIL 7 Contemporary Moral Issues
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An introduction to modern and classical moral theories and their application to selected contemporary moral issues such as euthanasia, abortion, animal rights, and privacy. (CSU, UC. C-ID: PHIL 120)
AA/AS areas E, CSU area C2, IGETC area 3B

PHIL 8 World Religions: The Philosophical Foundations
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Study of the philosophies underlying the major Eastern and Western religions and the interrelationships between those philosophies. (CSU, UC)
AA/AS areas E, CSU area C2, IGETC area 3B

PHIL 9 Political Philosophy
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
A philosophical examination of political concepts such as liberty, equality, rights, justice, and democracy. Typical approaches will use these concepts to address the nature of government and citizenship, then apply these concepts to contemporary issues such as civil rights, the welfare state, and civil disobedience. (CSU, UC)
AA/AS areas E, CSU area C2, IGETC area 3B

PHIL 10 Philosophy of Peace and Nonviolent Action
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An inquiry into peace and nonviolence through study of the philosophers and historical movements of nonviolent practice. Stresses philosophical problems or philosophical themes and issues or methods of philosophical inquiry as they pertain to the concepts and practices of peace and nonviolence. (CSU, UC)
AA/AS area E, CSU area C2, IGETC area 3B

PHIL 11 Introduction to Asian Philosophy
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An introductory philosophical analysis of major ideas in Indian, Chinese, and Japanese philosophy. The course examines and compares these views with basic tenets of Western philosophy, exploring perspectives on the nature of existence, human destiny, ethics, and socio-political obligation. (CSU, UC)
AA/AS areas E, CSU area C2, IGETC area 3B

PHIL 12 Environmental Philosophy
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An exploration of philosophical views about what makes the natural environment valuable and an examination of how these philosophies apply to selected environmental issues. (CSU, UC)
AA/AS areas E, CSU area C2, IGETC area 3B

PHIL 20 History of Western Philosophy: Ancient and Medieval
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
History of Western philosophy from classical Greek through the Middle Ages, concentrating on Socrates, Plato, and Aristotle. (CSU, UC. C-ID: PHIL 130)
AA/AS areas E, CSU area C2, IGETC area 3B

PHIL 21 History of Western Philosophy: Modern
3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion of English 1A or equivalent.
History of Western philosophy from the late Renaissance through the Enlightenment (16th-18th Centuries). (CSU, UC. C-ID: PHIL 140)
AA/AS areas E, CSU area C2, IGETC area 3B

PHIL 49 Independent Study in Philosophy
1-3 Units/Up to 9 hours by arrangement. Grade Only. Restrictions: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.
Independent study program designed to expand selected philosophical material not covered in another Philosophy course. (CSU, UC)
AA/AS areas E, CSU area C2, IGETC area 3B

PHYSICS

PHYS 1 Introduction to Physics
Problem Solving
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of MATH 155 or higher. Credit for PHYS 1 will NOT be granted to students who have completed PHYS 20, PHYS 40 or equivalents.
An introduction to basic concepts in physics with an emphasis on the development of problem solving skills. This course helps prepare students for success in Physics 20 or Physics 40. (CSU, UC)
AA/AS area B, CSU area B1

PHYS 11 Descriptive Physics
4 Units/3 hours lecture, 2 hours laboratory. Grade or P/NP. Prerequisite: Completion of MATH 150B, or higher (V1) OR Course Completion of MATH 135B.
Recommended: Eligibility for ENGL 1A or equivalent. Descriptive survey of principles of classical and modern physics emphasizing basic concepts, which may include some problem solving using elementary algebra. (CSU, UC)
AA/AS areas C, CSU areas B1, B3, IGETC areas SA, SC

PHYS 20 General Physics Lecture Part I (Formerly PHYS 2A) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of MATH 27 or higher (V2) OR Course Completion of MATH 25 and MATH 3B. Recommended: Course Completion or Concurrent Enrollment in PHYS 1 or Completion of high school physics.
This course covers the application of principles of classical and modern physics emphasizing basic concepts, which may include some problem solving using elementary algebra. (CSU, UC)
AA/AS area C, CSU area B1, IGETC area 5A

PHYS 20L General Physics Lab Part I (Formerly PHYS 2AL) 3 Units/3 hours laboratory. Grade or P/NP. Prerequisite: Completion of MATH 27 or higher (V2) OR Course Completion of MATH 25 and MATH 3B. Recommended: Course Completion or Concurrent Enrollment in PHYS 20 or PHYS 40.
Prerequisite: Course Completion or Current Enrollment in PHYS 20. Laboratory experiments to accompany Physics 20. (CSU, UC. C-ID: PHYS 100S Series; PHYS 105)
CSU area B3, IGETC area 5C

PHYS 21 General Physics Lecture Part II (Formerly PHYS 2B) 3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Course Completion of MATH 27 or higher (V2) OR Course Completion of MATH 25 and MATH 3B. Recommended: Course Completion or Concurrent Enrollment in PHYS 20.
This course covers the application of principles of classical and modern physics emphasizing basic concepts, which may include some problem solving using elementary algebra. (CSU, UC)
AA/AS area C, CSU area B1, IGETC area 5A

PHYS 21L General Physics Lab Part II (Formerly PHYS 2BL) 3 Units/3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of MATH 27 or higher (V2) OR Course Completion of MATH 25 and MATH 3B. Recommended: Course Completion or Concurrent Enrollment in PHYS 20.
Prerequisite: Course Completion or Current Enrollment in PHYS 20. Laboratory experiments to accompany Physics 21. (CSU, UC. C-ID: PHYS 100S Series; PHYS 110)
CSU area B3, IGETC area 5C

PHYS 40 Classical Mechanics for Scientists and Engineers (Formerly PHYS 4A) 5 Units/4 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of MATH 27 or higher (V2) OR Course Completion of MATH 25 and MATH 3B. Recommended: One year of high school physics or PHYS 1.
This is a course intended for science and engineering students and will use vectors and calculus to investigate translational and rotational motion, work and energy, conservation of energy
PHYSIO 1 Human Physiology
5 Units/4 hours lecture. Course Completion of CHEM 60 or higher (V6) and Course Completion of BQ 10 or higher (V7) and Course Completion of ENGL 1A.
Study of the function of the human body with a focus on mechanisms of homeostasis at the biochemical, cellular, and systemic levels. Laboratory experiments are conducted to illustrate major principles associated with these systems. (Intended for nursing and dental hygiene majors.) (CSU;UC. C-ID:BIOL 120B)
AA/AS area C; CSU areas B2, B3; IGETC areas S5, SC

PSYCH 1A General Psychology
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of MATH 15.
This course introduces students to psychological concepts and research methods through the study of topics such as: the nature of scientific knowledge, biological determinants of behavior, and the psychological processes of individuals. It introduces populations and introduces research methods. (CSU;UC. C-ID:PSY 100)
AA/AS area D; CSU area D; IGETC area 4

PHYSIO 41 Waves, Optics and Thermodynamics for Scientists & Engineers
4 Units/3 hours lecture, 3 hours laboratory. Course Completion of PHYS 40. This is a course intended for science and engineering students and will include oscillations, waves, sound, heat, kinetic theory, thermodynamics, geometrical optics, interference, diffraction and polarization of light. (CSU;UC. C-ID:PHYS 200S Series) (CSU;UC. C-ID:PSY 100)
AA/AS area C; CSU areas B2, B3; IGETC areas S5, SC

PHYSIO 58 Introduction to Human Physiology
3 Units/2 hours lecture, 3 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of CHEM 60.
This is an introductory course in human physiology, organized around body systems and the theme of homeostasis. The course is designed for the beginning student preparing for these health-related fields: vocational nursing, radiologic technology, or those with a general interest in the function of the human body. This course will minimize bio-chemical and quantitative details taught in an introductory physiology course (e.g., PHYSIO 1), focusing on the fundamental concepts of physiology. (Not intended for nursing (RN), dental hygiene, or physical therapy majors.) (CSU)
AA/AS area C

POLITICAL SCIENCE

POLS 1 Introduction to United States Government
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Principles and problems of government with emphasis on national, state and local governments in the United States. (CSU;UC. C-ID:POLS 110)
AA/AS area D; CSU area D; IGETC area 4

POLS 2 Introduction to Comparative Government
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course deals with the basic problems and processes that all political systems face and examines their expression in industrialized democracies, former and current communist states, and newly-industrialized and developing states. (CSU;UC. C-ID:POLS 130)
AA/AS area D; CSU area D; IGETC area 4

POLS 18 Political Theory
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An introduction to the history of Western political thought from Plato to the present. A survey of political writings from ancient, medieval and modern sources. Course topics include the evolution of Western political thought over the last 2,500 years; an examination of modern political ideologies (such as liberalism, conservatism, Marxism, and feminism); and an examination of the nature of justice and the relationship between the individual and the state. (CSU;UC. C-ID:POLS 120)
AA/AS area D; CSU area D; IGETC area 4

POLS 25 Introduction to International Relations
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Introduction to politics, theory, and institutions of international relations with an emphasis on contemporary global issues. (CSU;UC. C-ID:POLS 140)
AA/AS area D; CSU area D; IGETC area 4

PSYCHOLOGY

PSYCH 1B Introduction to Psychological Research Methods
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent and Course Eligibility for MATH 75.
This course surveys various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, instrumentation, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology will be examined through a review of research in a variety of the subdisciplines of psychology and applications in classroom experiments, surveys, and systematic and naturalistic observations. (CSU;UC.)

PSYCH 1C Introduction to Behavioral Sciences Statistics
3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion of MATH 15 or higher (VE) and Course Completion of PSYCH 1A OR ANTHRO 1 OR SOC 1. Recommended: Eligibility for ENGL 1A or equivalent.
This course introduces statistical methods for analyzing data in the behavioral sciences. Topics include basic research design; descriptive statistics; probability and sampling distributions; statistical inference and power; linear correlation and regression; t-test and analysis of variance; chi-square. Students use appropriate technology (e.g., calculators and SPSS) to analyze real-world data and report results using American Psychological Association style. (CSU;UC. C-ID:PSY 125)
AA/AS area D

PSYCH 3 Human Sexuality
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
This course examines the biological, psychological, and social science of human sexuality. Major areas of examination will include the history and science of sexuality; male and female anatomy and physiology; sexual arousal and response; relationships, intimacy and communication; contraception and drug use; sexually transmitted infections; and coercive sexuality and exploitation. (CSU;UC. C-ID:PSY 130)
AA/AS area D; CSU area D; IGETC area 4
PSYCH 4 Child and Adolescent Psychology
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
Development of the child from prenatal life to the adolescent years with emphasis on emotional, intellectual, social, and personal growth and development. (Grade only)(CSU;UC.)
AA/AS area D;CSU area D;IGETC area 4

PSYCH 5 Abnormal Psychology
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
This course examines the biological, psychological, and social science of abnormal psychology. Major areas of examination will include theoretical orientations, important psychotherapeutic methods, current issues in abnormal psychology, and selected disorders such as depression, schizophrenia, and psychosomatic disorders. (CSU;UC.)
AA/AS area D;CSU area D;IGETC area 4

PSYCH 7 Theories of Personality
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
An examination of basic concepts, principles, and development of major theories of personality and their practical applications to social interactions, psychopathology, and treatment. (CSU;UC.)
AA/AS area D;CSU area D;IGETC area 4

PSYCH 8 Introduction to Lifespan Psychology
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
This course provides an overview, from a psychological perspective, of human development from conception through death, including biological and environmental influences. Theories and research of physical, cognitive, personality, and social development are examined, as well as attention to developmental problems.(CSU;UC. C-ID:PSY 180)
AA/AS area D;CSU area D;IGETC area 4

PSYCH 30 Social Psychology
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
This course examines the mental processes, situational factors, individual differences, and group phenomena that influence the way people interact with other people, with emphasis on interpersonal attraction, attitudes and attitudinal change, prejudice and discrimination, and aggression.(CSU;UC. C-ID:PSY 170)
AA/AS area D;CSU area D;IGETC area 4

PSYCH 34 The Psychology of Prejudice and Discrimination
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course examines systems of privilege, oppression, and institutionalized discrimination that influence and help maintain racism, sexism, heterosexism, and classism, and their psychological consequences. Major emphases of study will be on Native American, African American, Latino(a), and Asian American populations.(CSU;UC. C-ID:SOCL 130)
AA/AS area D;CSU area E;IGETC area 4

PSYCH 35 Psychology of Identity
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course examines the psychological principles, concepts, and processes that underlie the formation and development of human identity. Major emphases of study will be on human relations, personal adjustment, and identity development.(CSU;UC.)
CSU area E;IGETC area 4

PSYCH 40 Psychological Perspectives on Gender
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An examination of the research and theory from psychology and related fields evaluate the behavioral, biological, social, and cultural foundations in which women and men function. This course will explore classical and contemporary views of gender roles and the effects of gender role on individual development and relationships. (CSU;UC.)
CSU area E;IGETC area 4

PSYCH 52 Interpersonal Communication
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course examines interpersonal communication theory, principles, and skills that lead to effective interpersonal relations. Major emphases of study will be on the understanding of self and others in interpersonal communication.(CSU.)
CSU area E

PSYCH 56 Aging, Dying and Death
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Examination of aging, dying, death, and bereavement process in contemporary society. (CSU.)
CSU area E

PSYCH 57 Introduction to Sports Psychology
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course will examine the major psychological theories utilized in current sport psychology research. The practical applications of these theoretical constructs will be emphasized through discussion of techniques used to maximize participation and healthy behavior in sport.(CSU.)
AA/AS area D;CSU areas D;E

PSYCH 57 Introduction to Sports Psychology
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course will examine the major psychological theories utilized in current sport psychology research. The practical applications of these theoretical constructs will be emphasized through discussion of techniques used to maximize participation and healthy behavior in sport.(CSU.)
AA/AS area D;CSU areas D;E

PSYCH 53 Introduction to Sports Psychology
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course will examine the major psychological theories utilized in current sport psychology research. The practical applications of these theoretical constructs will be emphasized through discussion of techniques used to maximize participation and healthy behavior in sport.(CSU.)
AA/AS area D;CSU areas D;E

RADT 60 Introduction to Radiologic Technology
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of RADT 100 and Concurrent Enrollment in RADT 61A and RADT 61AL and RADT 64 and RADT 64L OR Course Completion of RADT 100 and Concurrent Enrollment in RADT 61A and RADT 61AL and RADT 64 and RADT 64L. Limits on enrollment: Must be accepted in the Radiologic Technology program to enroll.
Introduction to the field of radiologic technology, equipment, digital technologies, radiologic and health care practices, and regulatory requirements. (CSU.)

RADT 61A Radiographic Positioning 1
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in RADT 60 and RADT 61A, RADT 61AL, and RADT 64 and RADT 64L. Limits on enrollment: Acceptance into the Radiologic Technology Program.
Radiographic anatomy, positioning, and image analysis. Instruction includes lecture and positioning demonstrations. Radiographic procedures of the chest, abdomen, extremities, hips, and pelvis. Radiographic image analysis for diagnostic quality. (CSU.)

RADT 61B Radiographic Positioning 2
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 61A and Concurrent Enrollment in RADT 61BL and RADT 63A.
Radiographic anatomy, positioning, and image analysis. Instruction includes lecture, positioning demonstrations, and practice. Students learn to perform radiographic procedures of the digestive, urinary, spine, sternum, ribs, mammography, and cystogram, and to evaluate images for diagnostic quality.(CSU.)

RADT 61B Clinical Experience 2
5 Units/15 hours by arrangement. Grade Only. Prerequisite: Course Completion of RADT 61AL and Concurrent Enrollment in RADT 61B and RADT 63A OR Course Completion of RADT 61AL and Concurrent Enrollment in RADT 61B and RADT 63A.
This is the second clinical course in the Radiologic Technology Program. Fundamental principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist for the completion of required clinical hours. (CSU.)

RADT 61C Radiographic Positioning 3
1 Unit/0.5 hour lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 61B and Concurrent Enrollment in RADT 61CL.
Radiographic anatomy, positioning, and image analysis. Instruction includes lecture, positioning demonstrations, and practice. Students learn to perform radiographic procedures of the skull, facial bones and orbits, inner ear, mandible, temporomandibular joints. Evaluation of radiographic images for diagnostic quality.(CSU.)

RADT 61CL Clinical Experience 3
3 Units/16 hours by arrangement. Grade Only. Prerequisite: Course Completion of RADT 61BL AND Concurrent Enrollment in RADT 61CL.
This is the third clinical course in the Radiologic
Technology Program. Fundamental principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist for the completion of required clinical hours. (CSU)

RADT 61.1AL Clinical Experience 1
2.5 Units/8 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in RADT 60 and RADT 61A and RADT 64 and RADT 64L. Limits on enrollment: Acceptance to Program
This is the first clinical course in the Radiologic Technology Program. Fundamental principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist for the completion of required clinical hours. (CSU)

RADT 62AL Clinical Experience 4
10 Units/30 hours by arrangement. Grade Only. Prerequisite: Course Completion of RADT 61A and Concurrent Enrollment in RADT 66 and RADT 65.
This is the fourth clinical course in the Radiologic Technology Program. Intermediate/advanced principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist for the completion of required clinical hours. (CSU)

RADT 62BL Clinical Experience 5
9 Units/27 hours by arrangement. Grade Only. Prerequisite: Course Completion of RADT 62AL and Concurrent Enrollment in RADT 66 and RADT 65.
This is the fifth clinical course in the Radiologic Technology Program. Fundamental and advanced principles and skills are applied in the care of patients in assigned radiology departments under the direct and indirect supervision of a registered radiologic technologist for the completion of required clinical hours. (CSU)

RADT 62CL Clinical Experience 6
(Formerly RADT 66L) 5 Units/14 hours by arrangement. Grade Only. Prerequisite: Course Completion of RADT 62BL and Concurrent Enrollment in RADT 66.
This is the last clinical course in the Radiologic Technology Program. Advanced principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist. (CSU)

RADT 63A Radiation Physics and Medical Imaging Systems
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in RADT 61B and RADT 61B and Course Completion of RADT 61A.
Conventional photographic and digital aspects of radiography, principles of radiographic exposure and formulation of radiographic technique. Principles of general and applied physics, electromagnetics, digital imaging, electroradiography, x-ray tube quality control, radiologic equipment and accessories, and imaging equipment and accessories. (CSU)

RADT 63B Radiobiology Radiation Protection, and Quality Control
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 63A and Concurrent Enrollment in RADT 62AL.
Principles of radiobiology, the short and long-term effects of radiation, health physics, introduction to fluoroscopy, quality control, and radiation protection procedures and design. (CSU)

RADT 64 Patient Care in Radiology
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in RADT 60 and RADT 61A and RADT 61AL and RADT 64L. OR Course Completion or Concurrent Enrollment in RADT 60 and RADT 61A and RADT 61AL and RADT 64L.
This course provides students with the principles of patient care, including consideration for the physical and psychological needs of the patient and family; routine and emergency patient care procedures; infection control; and the role of the radiologic technologist in patient education. (CSU)

RADT 64L Patient Care in Radiology Laboratory
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in RADT 60 and Concurrent Enrollment in RADT 64 and Concurrent Enrollment in RADT 61A and Concurrent Enrollment in RADT 61AL OR Concurrent Enrollment in RADT 60 and Concurrent Enrollment in RADT 64 and Concurrent Enrollment in RADT 61A and Concurrent Enrollment in RADT 61AL.
Laboratory demonstration in a simulated clinical environment and practice of patient care skills required of the radiologic technologist. (CSU)

RADT 65 Pathology in Radiology
2 Units/2 hours lecture. Grade Only. Prerequisite: Course Completion of RADT 63B and Concurrent Enrollment in RADT 62BL and Concurrent Enrollment in RADT 66.
All aspects of radiographic pathology, including normal variations and abnormal changes due to diseases and trauma. (CSU)

RADT 66 Special Modalities
4 Units/3.5 hours lecture, 1.5 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 63B and Concurrent Enrollment in RADT 62BL and Concurrent Enrollment in RADT 65.
Principles of specialized imaging modalities. Principles of venipuncture, computerized tomography, fluoroscopy and its related equipment. Demonstration and practice of venipuncture. (CSU)

RADT 68 Preparation for Professional Practice
(Formerly RADT 62B) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of RADT 66 and Concurrent Enrollment in RADT 62CL.
Overview of the radiologic technology curriculum, certification regulations, and career development requirements, and development of a professional portfolio. (CSU)

RADT 71A Clinical Experience 1
4.5 Units/13.5 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in RADT 60, RADT 61A, RADT 64 and RADT 64L. Limits on enrollment: Acceptance to Program
This is the first clinical course in the Radiologic Technology Program. Fundamental principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist for the completion of required clinical hours. (CSU)

RADT 71B Clinical Experience 2
6 Units/18 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 71A AND Concurrent Enrollment in RADT 61B and RADT 63A. Limits on enrollment: Acceptance to Program
This is the second clinical course in the Radiologic Technology Program. Fundamental principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist for the completion of required clinical hours. (CSU)

RADT 71C Clinical Experience 3
2.5 Units/7.5 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 71B AND Concurrent Enrollment in RADT 61C. Limits on enrollment: Acceptance to Program
This is the third clinical course in the Radiologic Technology Program. Fundamental principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist for the completion of required clinical hours. (CSU)

RADT 71D Clinical Experience 4
8.5 Units/25.5 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 71C, AND Concurrent Enrollment in RADT 63B. Limits on enrollment: Acceptance to Program
This is the fourth clinical course in the Radiologic Technology Program. Intermediate/advanced principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist for the completion of required clinical hours. (CSU)

RADT 71E Clinical Experience 5
8.5 Units/25.5 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 71D, AND Concurrent Enrollment in RADT 65. Limits on enrollment: Acceptance to Program
This is the fifth clinical course in the Radiologic Technology Program. Fundamental and advanced principles and skills are applied in the care of patients in assigned radiology departments under the direct and indirect supervision of a registered radiologic technologist for the completion of required clinical hours. (CSU)

RADT 71F Clinical Experience 6
4 Units/12 hours laboratory. Grade Only. Prerequisite: Course Completion of RADT 71E AND Concurrent Enrollment in RADT 66. Limits on enrollment: Acceptance to Program
This is the last clinical course in the Radiologic Technology Program. Advanced principles and skills are applied in the care of patients in assigned radiology departments under the direct supervision of a registered radiologic technologist. (CSU)
Courses: Real Estate

RADT 98 Independent Study in Radiologic Technology
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment. Approval of enrollment in the course by the Department Director.
Specific and in-depth study of selected topics of current interest in medical imaging.(CSU)

RADT 100 Survey of Medical Imaging
2 Units/2 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent and Course Completion of CS 54.
A survey of careers and programs in medical imaging. Mathematical calculations used in radiology and radiation protection. Discussion of American Registry of Radiologic Technologists (ARRT) code of ethics, licensing eligibility, and impacts of medical imaging on general patient care and trauma care.

RADT 102 Mammography for Radiologic Technology
1.25 Units/1.25 hours lecture. Grade Only. Prerequisite: Course Completion of RADT 61B and Concurrent Enrollment in RADT 102L. Limits on enrollment: Current Enrollment in the Radiologic Technology Program.
This course is intended for 2nd year radiologic technology students desiring California certification in mammography including anatomy, physiology, pathology, MQSA (Mammography Quality Standards Act) regulations, quality assurance, digital mammography and positioning of the human breast.

RADT 102L Mammography for Radiologic Technology Lab
0.75 Unit/2.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of RADT 61B and Concurrent Enrollment in RADT 102L. Limits on enrollment: Current Enrollment in the Radiologic Technology Program.
This course is intended for 2nd year radiologic technology students desiring California certification in mammography including anatomy, physiology, pathology, MQSA (Mammography Quality Standards Act), quality assurance, digital mammography and positioning of the human breast. Students will arrange for their own clinical site participation from any affiliated clinical site identified for SRJC Radiologic Technology by the CA Department of Public Health - Radiologic Health Branch. This course meets the State of California statute section 17 CCR § 30455.1 requirement for the Mammographic Radiologic Technology Certificate.

RE 50 Real Estate Principles
(Formerly RE 80A) 3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 1A or equivalent.
Examination of the basic fundamentals of California real estate law, industry terminology and general principles necessary for sitting for State exam. Required prior to obtaining a state license; applies toward State's educational requirements for the broker's examination. (CSU)

RE 51 Real Estate Practice
(Formerly RE 80C) 3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of RE 50 (or RE 80A).
Day to day operations in real estate roles and brokerage including listing, prospecting, advertising, financing, sales techniques, escrow and professional ethics. Applies towards State's educational requirements for the salesperson's license. (CSU)

RE 52 Real Estate Finance
(Formerly RE 80D) 3 Units/3 hours lecture. Grade Only. Recommended: Course Eligibility for ENGL 100 or ESL 100 and Course Completion of BMG 54.
Analysis of real estate financing, including lending policies and problems in financing transactions in residential apartments, commercial, and special purpose properties. Methods of financing properties emphasized. Applies toward State's educational requirements for the broker's examination. (CSU)

RE 53 Residential Real Estate Appraisal
(Formerly RE 80F) 3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of RE 51 and RE 52.
Introduction to principles and techniques required to determine the market value of residential properties and prepare a report. Applies toward the CA broker & Office of Real Estate Appraisers (OREA) education requirements.(CSU)

RE 54 Commercial Real Estate Appraisal
(Formerly RE 80G) 3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of RE 53.
Methods and techniques of estimating the value of properties other than single residences. Application of income approach to commercial, industrial, and multiple residential properties. Applies toward State's educational requirements for the California Real Estate Broker's examination. (CSU)

RE 55 Legal Aspects of Real Estate
(Formerly RE 80H) 3 Units/3 hours lecture. Grade Only. Recommended: Course Completion of RE 50.
California real estate law, including rights incident to property ownership and management, agency, contracts, and application to real estate transfer. Conveyancing, probate proceedings, trust deeds, foreclosure, and recent legislation governing real estate transactions. Applies toward educational requirements for the California Real Estate Broker's examination. (CSU)

RE 56 Real Estate Economics
(Formerly RE 80G) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Trends and factors which affect the value of real estate; the nature and classification of land economics; the development of property, construction and subdivision, economic values and real estate evaluation; real estate cycles, business fluctuations, residential market trends, and special purpose property trends. Applies toward State's educational requirements for the California Real Estate Broker's examination.(CSU)

RE 57 Property Management in California
(Formerly RE 80P) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Includes the principles and practices of managing income properties. Covers nature and types of property management, leases and contracts, collections, rent schedules, tenant selection and supervision, budgets, purchasing. Applies towards educational requirements for the California Real Estate Broker's Examination.(CSU)

RE 58 Real Estate Escrow
(Formerly RE 80Q) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
Fundamental principles and basic procedures involved in ordinary escrow transactions and title insurance coverage. Designed for real estate licensees and those desiring careers in title insurance and escrow fields. Applies toward educational requirements for the California Real Estate Broker's examination. (CSU)

RE 59 Advanced Residential Appraisal
3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of RE 53. Recommended: Eligibility for ENGL 100 or ESL 100.
Designed to give a broader understanding of residential appraisal procedures and analysis for one to four units, condominiums, and fractional interest properties. Proper application of Income Capitalization, Income Multipliers, and Adjustment Methods for advanced residential and small income producing properties. Applies toward the California Broker and Office of Real Estate Appraisers (OREA) education requirements.(CSU)

RELIGIOUS STUDIES

RELS 1 Introduction to Religious Studies
3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 1A or equivalent.
This course introduces the study of religion as a critical, academic discipline. It will explore the meaning, origins and function of religion, and illustrate these by drawing on myths, rituals, symbols, and beliefs from cultures all over the globe and through human history. The course will survey the evolution and content of various theories and methods in the study of religion, as well as career opportunities in the field.(CSU;UC)
AA/AS area C; E; CCS area C2; IGETC area 3B

RELS 3 History of God
(Formerly HUMAN 10.3) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion of RELS 1 and Course Completion of ENGL 1A.
The origins and evolution of monotheism from ancient Egypt and Canaan, through ancient Israel and its variations in Judaism, Christianity and Islam.(CSU;UC)
AA/AS area C; CCS area C2; IGETC area 3B

RELS 6.66 History of Satan
(Formerly HUMAN 10.66) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course traces the development of the character Satan or "The Devil" from its beginnings in Biblical
RELS 7 Wisdom Religions of Asia
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An introductory survey of the religious wisdom traditions, beliefs, and practices of ancient and modern India, ancient and medieval China, and medieval and modern Japan. (CSU, UC)
AA/AS areas C3, CSU area C2, IGETC area 3B

RELS 8 Buddhism
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
A historical introduction to the origins of Buddhism, the principal doctrines and teachings of the Buddha, and major themes in the development of Theravada, Mahayana, and Vajrayana lineages through South and Southeast Asia, China, Tibet, Korea, and Japan. (CSU, UC)
AA/AS areas C3, CSU area C2, IGETC area 3B

RELS 15 Islam
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course will explore the origins, spread, and history of Islam, as well as its diversity and presence in the modern world. It will give the student a thorough introduction to the life of Muhammad, the Qur’an, the Hadith, Sunni/Shiite differences, Sufism, Islamic law, philosophy, politics, arts, and will discuss Western perceptions, portrayals and encounters with Islam, past and present. (CSU, UC)
AA/AS areas C3, CSU area C2, IGETC area 3B

RELS 21 The Hebrew Bible
(formerly HUMAN 10.1) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
A critical survey of the Hebrew Bible (Old Testament) which traces its historical development in the context of Ancient Near Eastern cultures. The course explores its great stories, personalities, themes, and their global impact on civilizations. (CSU, UC)
AA/AS areas C3, CSU area C2, IGETC area 3B

RELS 22 Early Christian Literature
(formerly HUMAN 10.2) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An historical-critical study of the origins and early development of Christianity by investigating a range of Christian texts from the first two centuries against the background of comparative Jewish and Greco-Roman cultural contexts. (CSU, UC)
AA/AS areas C3, CSU area C2, IGETC area 3B

RELS 32 Religion in America
(formerly HUMAN 10.4) 3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course will look at the interaction between diverse ethnic and cultural groups in the shaping of American religious discourse and institutions and the encounter between secular and religious forces. It will survey the many multi-cultural personalities, ideas and movements of the past 400 years. (CSU, UC)
AA/AS areas C3, CSU area C2, IGETC area 3B

SOCIAL SCIENCE

SOCS 12 Environmental Policy and Politics
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Introduction to environmental studies, examining the political processes and institutions involved in implementing public policy to address environmental problems with emphasis on national and international issues. (CSU, UC)
AA/AS area D, CSU area D, IGETC area 4

SOCS 49 Independent Study in Social Science
1-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. Seminars or individual conferences by arrangement to provide for independent study and enriched academic experience in Social Science. UC determines credit AFTER transfer; not counted for academic experience in Social Science. UC
(CSU, UC C-ID: SOCI 130)
AA/AS areas D, CSU area D, IGETC area 4

SOCIOLOGY

SOC 1 Introduction to Sociology
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
An exploration of American society from several levels of analysis including face-to-face social interaction, groups, and institutions. This exploration is accomplished through the use of lectures, small group interaction, multimedia and guest speaker presentations. (CSU, UC C-ID: SOCI 110)
AA/AS area D, CSU area D, IGETC area 4

SOC 2 Modern Social Problems
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Analysis of contemporary social problems. Topics include globalisation, environmental issues, poverty, work, health and mental health care, the educational system, criminal justice, the basis of inequalities, and the role of power in defining social problems. (CSU, UC C-ID: SOCI 115)
AA/AS area D, CSU area D, IGETC area 4

SOC 3 Self and Society
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
This course is an introduction to the sociological study of face-to-face interaction, exploring the social factors that influence how we see ourselves and how we manage our presentations of self to others. (CSU, UC)
AA/AS area D, CSU area D, IGETC area 4

SPANISH

SPAN 1 Elementary Spanish-Part 1
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.
Introduction to Spanish grammar and development of all language skills in a cultural context with special emphasis on inter-personal communication. (CSU, UC C-ID: SPAN 100)
AA/AS area E, CSU area C2, IGETC area 6A

SPAN 2 Elementary Spanish-Part 2
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP. Prerequisite: Two years of high school Spanish or SPAN 1. Recommended: Eligibility for ENGL 1A or equivalent. Part Two of Elementary Spanish, continued introduction to Spanish grammar and development of language skills in a cultural context with special emphasis on communication. (CSU, UC C-ID: SPAN 110)
AA/AS area E, CSU area C2, IGETC areas 38, 6A

SPAN 3 Intermediate Spanish-Part One
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP. Prerequisite: Course Completion of SPAN 2 OR SPAN 40. Recommended: Eligibility for ENGL 1A or equivalent. Speaking, reading and writing in Spanish with discussions and essays to develop linguistic skill and cultural knowledge, bridging from first-year linguistic and cultural content. (CSU, UC C-ID: SPAN 200)
AA/AS area E, CSU area C2, IGETC areas 38, 6A

Courses: Spanish
Courses: Special Education

SPAN 4 Intermediate Spanish-Part 2
4 Units/4 hours lecture, 1 hour by arrangement. Grade or P/NP. Prerequisite: Completion of SPAN 3 or 4 years of high school Spanish. Recommended: Eligibility for ENGL 1A or equivalent. Development of Spanish language skills in a cultural context at an intermediate level. Emphasis is on communication, discussion, essays and readings to assure control of linguistic and cultural principles. Includes a review of intermediate linguistic content and cultural topics. (CSU, UC. C-ID: SPAN 210) AA/AS area E; CSU area C2; IGETC areas 38, 6A

SPAN 50A Conversation for Beginners-Part 1
3 Units/3 hours lecture, 1 hour by arrangement. Grade or P/NP. Prerequisite: Completion of SPAN 50 OR SPAN 1. Recommended: Eligibility for ENGL 1A or equivalent. A beginning conversational Spanish course designed to improve the listening and speaking skills needed for survival at school, on the job, and in the community. Students participate in a variety of pronunciation, listening and conversational activities. An introduction to and development of the core grammatical structures and vocabulary required for communication. (CSU)

SPAN 50B Conversation for Beginners-Part 2
3 Units/3 hours lecture, 1 hour by arrangement. Grade or P/NP. Prerequisite: Course Completion of SPAN 50A or SPAN 1. Recommended: Eligibility for ENGL 1A or equivalent. A continuation of beginning conversational Spanish course designed to improve the listening and speaking proficiencies needed at school, on the job, and in the community. Students participate in a variety of pronunciation, listening and conversational activities. An introduction to and development of the core grammatical structures and vocabulary required for communication. (CSU)

SPAN 50C Intermediate Conversation
3 Units/3 hours lecture, 1 hour by arrangement. Grade or P/NP. Prerequisite: Course Completion of SPAN 50B OR SPAN 2. Recommended: Eligibility for ENGL 1A or equivalent. An intermediate-level Spanish conversation course designed to further develop fluency through expansion of active vocabulary, verb tense usage, listening and oral practice. (CSU)

SPAN 50E Critical Thinking and Argumentation
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. An introduction to and development of the core grammatical structures and vocabulary required for communication. (CSU)

SPAN 50F Community Living Skills
0 Unit/20 hours by arrangement. Non-Credit Course. The course prepares persons with substantial disabilities for remunerative employment and independent living in the community. Each student’s learning is directed by an individualized plan. The course is conducted at agency sites, selected industrial/business locations, and community sites. The course is offered in cooperation with non-profit community agencies. Exempt From Repeat Provisions

SE 580 Involved Elder
0 Unit/20 hours laboratory. Non-Credit Course. The course is designed to enrich the quality of life for older adults with limited physical and cognitive functioning, in order to promote or maintain physical, mental, social and emotional well-being. The course accommodates varying skill levels. A variety of stimulating activities are incorporated, including mild exercise, brain aerobics, music and arts and crafts. This course is offered at numerous locations throughout Sonoma County in partnership with senior service providers. Exempt From Repeat Provisions

SE 711 Community Living Skills for Persons with Disabilities
0 Unit/20 hours by arrangement. Non-Credit Course. This course is designed for people with developmental disabilities living independently. Students are instructed in areas such as health and safety, housekeeping, interpersonal relationships, money management and community access. Individualized and group instruction are provided. This course is offered in partnership with non-profit community agencies. Exempt From Repeat Provisions

SE 712 Independent Living/Work Skills for Persons with Disabilities
0 Unit/30 hours by arrangement. Non-Credit Course. The course prepares persons with substantial disabilities for remunerative employment and independent living in the community. Each student’s learning is directed by an individualized plan. The course is conducted at agency sites, selected industrial/business locations, and community sites. The course is offered in cooperation with non-profit community agencies. Exempt From Repeat Provisions

SPEECH

SPCH 1A Introduction to Public Speaking
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A. The study of public speaking. Improves the student’s ability to prepare and deliver a public speech. Improves the student’s ability to critically evaluate various forms of communication. (CSU, UC. C-ID: COMM 110) AA/AS area B; CSU area A1; IGETC area 1C

SPCH 2 Introduction to Oral Interpretation
3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion of ENGL 1A or equivalent. Experiencing literature through reading and oral interpretation of prose, poetry and drama. Theory and practice in the art and technique of exploring, illuminating and orally presenting the logical, emotional, and aesthetic meanings of creative literature. (CSU, UC. C-ID: COMM 170) AA/AS area B; CSU area A3

SPCH 3A Introduction to Argumentation
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. The study of argumentation, including methods of analysis, research, detecting fallacies of reasoning, use and tests of evidence, refutation and debate as a practical application of these principles. (CSU, UC. C-ID: COMM 120) AA/AS area B; CSU area A3

SPCH 9 Critical Thinking and Argumentation
3 Units/3 hours lecture. Grade or P/NP. Prerequisite: Completion of ENGL 1A or higher. Primary emphasis is on argumentation as the study of analysis, evidence, reasoning, refutation and rebuttal in oral and written communication. A significant component involves written argumentation with special attention to the essay form. (CSU, UC. C-ID: COMM 120) AA/AS area B; CSU area A3; IGETC area 1B
SPCH 52A Forensics 1 (SRJC Speech Team)  
6 Units/3 hours lecture, 9 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent. Preparation for and participation in novice forensics tournaments. Activities range from debate to public speaking to oral interpretation of literature. (CSU; C-ID:COMM 160B)

SPCH 52B Forensics 2 (SRJC Speech Team)  
6 Units/3 hours lecture, 9 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of SPCH 52A OR Course Completion of SPCH 57A. Preparation for and participation in novice and junior level forensics tournaments. Activities range from debate to public speaking to oral interpretation of literature. (CSU; C-ID:COMM 160B)

SPCH 52C Forensics 3 (SRJC Speech Team)  
6 Units/3 hours lecture, 9 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of SPCH 52B OR Course Completion of SPCH 57B. Preparation for and participation in junior and open division forensics tournaments. Activities range from debate to public speaking to oral interpretation of literature. (CSU; C-ID:COMM 160B)

SPCH 52D Forensics 4 (SRJC Speech Team)  
6 Units/3 hours lecture, 9 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of SPCH 52C OR Course Completion of SPCH 57C. Preparation for and participation in open division forensics tournaments. Activities range from debate to public speaking to oral interpretation of literature. Introduction to tournament operations. (CSU; C-ID:COMM 160B)

SPCH 60 Communication Skills  
3 Units/5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. This class focuses on four areas: public speaking, interpersonal communication, intercultural communication, and communication in groups with special emphasis on career-focused communication. (CSU) AA/AS area B/CSU area A1

SUMMER REPERTORY THEATRE

SRT 47.1 Summer Repertory Theatre - Ensemble Acting  
(Formerly THAR 47.1) 6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition. Preparation for and public presentation of ensemble acting roles during the Summer Repertory Theatre season. All students will be cast in an ensemble role in the mainstage season and perform in a workshop production for an invited audience. (CSU; UC)

SRT 47.2 Summer Repertory Theatre - Stagecraft  
(Formerly THAR 47.2) 6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition. Preparation, construction, practical experience in the art of physical stage production, including scenery, properties, lighting and sound. Students also serve as a member of the technical crew for multiple theatre performances during the Summer Repertory Theatre season. (CSU; UC)

SRT 47.3 Summer Repertory Theatre - Costumes, Makeup and Hair  
(Formerly THAR 47.3) 6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition. Preparation, construction and practical experience as a member of the costume and/or makeup/hair crew for multiple theatre performances during the Summer Repertory Theatre season. (CSU; UC)

SRT 47.4 Summer Repertory Theatre - Theatre Orchestra  
(Formerly THAR 47.4) 6 Units/19.25 hours laboratory. Grade Only. Limits on enrollment: By Audition. Rehearsal and performance of an instrumental part in a musical theatre production for public presentation during the Summer Repertory Theatre season. Focus of the course is on learning the show’s music and the incorporation of the music into the overall production. (CSU; UC)

SRT 47.5 Summer Repertory Theatre - Theatre Management  
(Formerly THAR 47.5) 6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition. Preparation and practical experience in the art of theatre management, including stage management, production management, business management and promotions. Students will complete management responsibilities during rehearsals and performances for multiple productions during the Summer Repertory Theatre season. (CSU; UC)

SURVEYING

SURV 50 Introduction to Plane Surveying  
(Formerly CEST 50B) 4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Recommended: Completion or concurrent enrollment in APTECH 90A OR MATH 155.

SURV 51 Plane Surveying Applications  
(Formerly CEST 50B) 4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Completion of SURV 50. Theory and practice of plane surveying, including principles of position, horizontal and vertical curves, construction staking, alignments, field procedures, U.S. Public Land Survey System, Boundary Surveying, use and care of surveying equipment. (CSU)

SURV 53 Route Surveying & Design  
(Formerly CEST 53) 4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of SURV 51 and CEST 51. Route surveying and design. Geometric design and construction staking of transportation routes. Use of electronic surveying equipment, computers, data collectors. Introduction to photogrammetry and global positioning systems. (CSU)

SURV 56 Introduction to GPS Land Surveying  
4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of APTECH 191 and SURV 60; OR Course Completion of APTECH 191 and SURV 50 and SURV 51. An introduction to the principles and applications of satellite-based land surveys, coordinate systems, global positioning systems (GPS) and Global Navigation Satellite Systems (GNSS) including the concepts and practice of precise location, navigation, GNSS signal interpretation, data collection, data processing, statistical adjustment and reporting. (CSU)

SURV 57 Advanced Global Positioning Systems  
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of SURV 55 OR Course Completion of SURV 56. This is an advanced course utilizing global positioning system (GPS) principles, applications and equipment. The student will plan, prepare, and perform the applications of different types of surveys using advanced GPS equipment and techniques, including advanced static and real-time kinematic surveying applications. (CSU)

SURV 58 Evidence and Procedures for Boundary Determination  
(Formerly CEST 59A) 3 Units/3 hours lecture. Grade Only. Prerequisite: Completion of SURV 51. Introduction to the historic development, current concepts and evidence and procedures used in boundary determination. This course is designed for those in the field of civil engineering, land surveying, real estate and title insurance. (CSU)

SURV 59 Boundary Control & Legal Principles  
(Formerly CEST 59B) 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of SURV 51. Introduction to the concepts in boundary control
and legal principles associated with the history and current concepts of boundary line and property corner location. This is the second of two courses developed for those in the field of land surveying, civil engineering, title insurance and real estate interested in gaining a better understanding of boundary and legal principles. (CSU)

SURV 60 Introduction to Plane Surveying

4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion or Concurrent Enrollment in APTECH 90A, APTECH 191 or MATH 155.

Introduction to the principles and practice of plane surveying, including measurements for distance, direction, elevation and position, topographic and planimetric mapping, use and care of surveying equipment. (CSU)

SUSTAINABLE AGRICULTURE

SUSAG 50 Introduction to Sustainable Agriculture

(Formerly SUSAG 100) 3 Units/3 hours lecture. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.

Designed to provide an introductory overview of the issue of sustainability in agroecosystems, this course introduces the concepts and principles of agroecology as applied to the design and management of sustainable agricultural systems. Includes an examination of case studies to connect sustainable agriculture principles to actual farming practices. Course includes field trips to local farming systems and guest speakers. (CSU) AA/AS Area C

SUSAG 64 Warm Season Vegetable Production

2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP Recommended: Eligibility for ENGL 1A or equivalent.

Cultural practices, varieties, and economics of production of major warm season vegetable crops in Sonoma County. Topics include strategies for starting and maintaining crops, innovative irrigation methods, essential weed and pest control measures, and marketing. Application of production techniques at SRJC’s Shone Farm acreage. Focus will be on organic systems but course content will be useful to all growers. (CSU)

SUSAG 65 Cool Season Vegetable Production

2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP Recommended: Eligibility for ENGL 1A or equivalent.

Cultural practices, varieties, and economics of production of major cool season vegetable crops in Sonoma County. Topics include strategies for starting and maintaining crops, innovative irrigation methods, essential weed and pest control measures, and marketing. Application of production techniques at SRJC’s Shone Farm acreage. Focus will be on organic systems but course content will be useful to all growers. (CSU)

SUSAG 103 Composting for Commercial Organic Farming and Gardening

(Formerly AG 125) 1 Unit/1 hour lecture. Grade or P/NP. Composting is the cornerstone of soil fertility management in all segments of organic agriculture production. Successful composting requires at least a minimum of technical knowledge of soil structures and organic matter decomposition processes. Topics will include these basics and a survey of a variety of composting methods. Focus will be on composting for small commercial fruit, vine and vegetable operations, but the information will be of almost equal importance for dairy farmers or hay producers, as well as for residential and commercial settings. This is an introductory course aimed at the professional or serious student of agriculture.

SUSAG 109 Organic Crop Planning and Production

4 Units/3 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion or Current Enrollment in AGRI 20 and AGRI 60.

Course covers planning and production practices including seasonal crop selection, planting procedures, cultural practices, harvesting and post harvest for organic production of vegetable, fruit and grain crops in small commercial operations. Both manual and machine powered management techniques will be discussed. Includes hands-on management of greenhouse starts and farm plots at Shone Farm.

SUSAG 116 Organic Apple Production

1 Unit/1 hour lecture, 0.75 hour laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

This course emphasizes organic apple production practices and is intended for current or potential apple producers. Emphasizes available and effective methods in commercial or small-scale organic contexts.

SUSAG 117 Organic Fruit Tree and Berry Production

1.5 Units/1 hour lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

Fruit tree and berry vine selection, planting, and care for small-scale orchard or home garden. Includes desirable varieties, pruning and training methods, and pest management. Emphasis on organic production methods.

SUSAG 118 Olive Oil Production, Processing & Sensory Evaluation

1 Unit/1 hour lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

Production and processing of high quality olive oil in California. Includes variety selection, cultural methods, pest management, harvest, processing, and sensory evaluation of olive oil.

SUSAG 119 Specialty Crop Production

2 Units/2 hours lecture, 1 hour by arrangement. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

Production of specialty horticulture crops including cultural practices, marketing and management decisions. Emphasis on Sonoma County fruit, vegetable and berry production for the gourmet market. Includes field trips and guest speakers.

SUSAG 120 Organic Gardening and Food Production

2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.

Exploration of organic gardening principles and practices with an emphasis on organic production techniques. Application of hands-on techniques for locally and seasonally appropriate production will focus on edible crops including vegetables, fruits, flowers, and herbs appropriate for the home garden. Includes field trips and guest speakers. Class meets at Shone Farm, where students will design, establish and maintain their own garden plots.

SUSAG 153 Community Supported Agriculture

3 Units/3 hours lecture, 0.5 hour laboratory. Grade or P/NP. This course will address aspects of fall crop management, production, and marketing as it relates to the development and operations of a Community Supported Agriculture (CSA) farm model. Students will gain hands-on experience of operating a CSA through direct participation in the Shone Farm CSA.

SUSAG 160 Direct Farm Marketing

2 Units/2 hours lecture, 1 hour laboratory. Grade or P/NP. Overview of direct farm marketing principles and practices. Includes innovative marketing alternatives for the small to medium size grower, proven methods of product development, promotion pricing and distribution. Includes hands-on participation with the SRJC campus produce stand. Field trips to local direct retail outlets.

SUSAG 163 Community Supported Agriculture Summer

2 Units/2 hours lecture. Grade or P/NP. This course is a continuation of the Community Supported Agriculture (CSA) course offered in the department. The summer class will address those aspects of crop planning, management, harvest and postharvest appropriate to the summer season. Continued discussion of CSA operations and consumer relations will be included. Students will gain hands-on experience of operating a CSA through direct participation in the Shone Farm CSA.

THEATRE ARTS

THAR 1 World Theatre Through Time

3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 1A or equivalent.

A study of the major periods in world theatre history from the origins of theatre through the end of the 17th century, focusing on significant works of dramatic literature, as well as the global and cultural influences from which they emerged. Emphasis is placed on the interrelationship between theatre of different times and cultures, and the historical
importance of theatre in society. Attendance at two or more SRJC Theatre Arts Department productions is required.(CSU;UC. C-ID:THTR 113)

**THAR 2 Introduction to Theatre Arts**
(Formerly THAR 301) 3 Units/3 lecture hours. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
An introduction to theatre as both an art form and social forum, emphasizing the interrelated processes of playwriting, acting, directing, design, technical theatre, theatre criticism, theatre management, and theatre architecture. Students will study theatre from a variety of perspectives through lectures, attending plays, reading scripts, and hands-on experiences. Required attendance at three to four assigned theatre productions (discounted admission; students provide own transportation).(CSU;UC. C-ID:THTR 111)
AA/AS areas E,CSU area C1,I/GETC area 3A

**THAR 6 Multicultural Perspectives in American Theatre**
3 Units/3 lecture hours. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent.
An introduction to cultural influences and trends in American Theatre through the study of contemporary African American, Asian American, Latino, and Native American drama. The course will focus on script analysis, video presentations, and play productions to gain a deeper understanding of theatrical expression in each culture.(CSU;UC.)
AA/AS areas E,CSU area C1,I/GETC area 3A

**THAR 10A Introduction to Acting**
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100.
An intensive study of fundamental acting techniques and concepts through exercises, theatre games, and improvisation, as well as lecture/demonstration. Designed for both majors and non-majors, this course includes individual and partnered performance assignments. Attendance at one or more SRJC Theatre Arts Department productions is required.(CSU;UC. C-ID:THTR 151)

**THAR 10B Scene Study and Characterization**
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 10A.
An intensive acting study of characterization focusing on psychological, physical, and vocal techniques, as exhibited through modern/contemporary scene work. The course focuses on Stanislavski-influenced theoretical methods and script analysis, as well as an introduction to the business of acting. Attendance at one or more SRJC Theatre Arts productions is required.(CSU;UC. C-ID:THTR 152)

**THAR 11.1 Performance: Non-Musical**
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: By audition only
Preparation and presentation of an acting role in a non-musical play for public performance.(CSU;UC. C-ID:THTR 191)
4 Enrollments Total

**THAR 11.2 Performance: Musical**
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: By audition only
Preparation and presentation of an acting role in a musical theatre production for public performance. (CSU;UC. C-ID:THTR 191)
4 Enrollments Total

**THAR 11.3 Performance: Musical - Dance**
1-2 Units/Up to 6 hours by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in THAR 11.2 OR THAR 81A. Limits on enrollment: By audition only
Rehearsal and performance of ensemble dance numbers and other choreographic staging for musical numbers and scenes in the context of musical theatre or opera productions.(CSU;UC.)
4 Enrollments Total

**THAR 11.4 Performance: Musical-Vocal**
1-2 Units/Up to 6 hours by arrangement. Grade Only. Corequisite: THAR 11.2. Limits on enrollment: By audition only
Preparation and presentation of the vocal components of a role in a musical theatre production for public performance. Focus of the course is on learning the show’s songs while incorporating character and theatrical voice techniques.(CSU;UC.)
4 Enrollments Total

**THAR 11.5A Performance: Musical-Institutional First Experience**
(Formerly THAR 11.5) 0.5-2 Units/Up to 6 hours by arrangement. Grade Only. Limits on enrollment: By audition only
Rehearsal and performance of an instrumental part in a musical theatre production for public presentation. Focus of the course is on learning the musical score and incorporating it into the overall production.(CSU;UC.)

**THAR 11.5B Performance: Musical-Institutional 2**
0.5–2 Units/Up to 6 hours by arrangement. Grade Only. Prerequisite: Course Completion of THAR 11.5A. Limits on enrollment: By audition only
This course involves rehearsal and performance of an instrumental part in a musical theatre production for public presentation and is designed for experienced musicians who are able to perform at college level. The musical changes every time the course is offered. Students should complete one semester of the previous component (THAR 11.5A) before enrolling in the next component.(CSU;UC.)

**THAR 11.8 Performance: Dance Concert**
0.5–1 Unit/Up to 3 hours by arrangement. Grade Only. Limits on enrollment: By audition only
Preparation and presentation of a full theatrical dance concert for public performance.(CSU;UC.)
4 Enrollments Total

**THAR 13.1A Performance Workshop: Styles, Periods and Skills I**
(Formerly THAR 13.1) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 10B AND Concurrent Enrollment in THAR 13.1AL.
Introduction to three different acting styles, including non-realistic styles and period realism, as well as further study of acting theory and specialized performance skills. Styles to be studied change each time the course is offered. This combination instruction/performance ensemble course requires night rehearsals during the last two weeks of classes and culminates in an evening public showcase performance.(CSU;UC.)

**THAR 13.1B Performance Workshop: Styles, Periods and Skills II**
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 13.1A AND Concurrent Enrollment in THAR 13.1BL
This course continues an introduction to non-realistic styles and period realism, as well as further study of acting theory and specialized performance skills. Three different styles are introduced over the course of the semester; styles studied will change each time the course is offered. This combination instruction/performance ensemble course requires night rehearsals during the last two-three weeks of classes and culminates in an evening public showcase performance.(CSU;UC.)

**THAR 13.1BL Performance Workshop: Styles, Periods and Skills II**
0.5 Unit/1.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of THAR 13.1A AND Concurrent Enrollment in THAR 13.1BL
This lab meets the last two weeks of the semester for extended and advanced preparation related to the performance of non-realistic styles and period realism, as well as further study of acting theory and specialized performance skills. This lab results in a showcase performance open to the public. Three different styles are studied and will change each time the course is offered.(CSU;UC.)

**THAR 13.2A Performance Workshop: Shakespeare I**
(Formerly THAR 13.2) 3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended. Course Completion of THAR 10B OR Course Completion of ENGL 27
Introduction to performing Shakespeare through an exploration of historical context, text analysis, acting theory, and performance techniques. Includes both in-depth monologue and scene work, resulting in a showcase performance open to the public.(CSU;UC)
Courses: Theatre Arts

THAR 13.2AL Performance Workshop Lab: Shakespeare I
0.5 Units. 1.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of THAR 10B AND Concurrent Enrollment in THAR 13.2A. Recommended: Course Completion of THAR 1 OR Course Completion of ENGL 27.
This lab meets the last two weeks of the semester for extended preparation related to performing Shakespeare through an exploration of historical context, text analysis, acting theory, and performance techniques. Includes both in-depth monologue and scene work, resulting in a showcase performance open to the public.(CSU;UC.)

THAR 13.2B Performance Workshop: Shakespeare II
3 Units. 2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Completion of THAR 13.2A AND Concurrent Enrollment in THAR 62.5L. Recommended: Course Completion of THAR 1 OR Course Completion of ENGL 27.
Continuing the study of performing Shakespeare through an exploration of historical context, text analysis, acting theory, and performance techniques. Includes both in-depth monologue and scene work, resulting in a showcase performance open to the public.(CSU;UC.)

THAR 13.2BL Performance Workshop Lab: Shakespeare II
0.5 Units. 1.5 hours by arrangement. Grade Only. Prerequisite: Course Completion of THAR 13.2AL AND Concurrent Enrollment in THAR 13.2B. Recommended: Course Completion of THAR 1 OR Course Completion of ENGL 27.
This lab meets the last two weeks of the semester for extended preparation related to performing Shakespeare at an intermediate level through an exploration of historical context, text analysis, acting theory, and performance techniques. Includes both in-depth monologue and scene work, resulting in a showcase performance open to the public.(CSU;UC.)

THAR 17 Musical Theatre Techniques
3 Units. 2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion of THAR 10A OR MUSCP 17A OR DANCE 10.
Introduction to musical theatre performance through the study and practice of musical scenes from the Broadway stage. Emphasis is placed on the application of vocal techniques, dance movement and characterization to create a convincing performance. Audition skills as they relate to musical theatre will be included.(CSU;UC.)

THAR 19 Movement and Improvisation
2 Units. 2 hours lecture, 1 hour laboratory. Grade Only. Fundamentals of movement and improvisation for the student performer. Emphasis is placed on developing within the actor an understanding of his/her body as an instrument of expression and communication. Course encompasses exercises and explorations based on a variety of techniques for developing body and spatial awareness, including an introduction to mime, the use of Neutral Mask and character masks, and ensemble development exercises.(CSU;UC.)

THAR 20 Introduction to Stagecraft
3 Units. 1 hour lecture, 5 hours laboratory, 1 hour by arrangement. Grade Only. Prerequisite: Concurrent Enrollment in THAR 25 OR THAR 25.2 OR THAR 25.5. Methods, materials and techniques of realizing the physical production on the stage, which include scenery, properties, lighting, and sound.(CSU;UC. C-ID:THTR 171)

THAR 21A Introduction to Costume Tech
(Formerly THAR 21) 3 Units. 2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in THAR 25 OR THAR 25.1 OR THAR 25.5. Recommended: Course Completion or Concurrent Enrollment in THAR 2.
Introduction to practical application of methods, materials, and techniques used in costume construction with additional emphasis on related crafts and design as applied to the creative storytelling process of a public performance. (CSU;UC. C-ID:THTR 174)

THAR 21B Costume Technology II
3 Units. 2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course completion of THAR 21A. This course continues application of methods, materials, and techniques used in costume construction with additional emphasis on related crafts and design as applied to the creative storytelling process of a public performance, at an intermediate level.(CSU;UC.)

THAR 22 Theatrical Makeup Design for Stage and Screen
(Formerly THAR 22A) 2 Units. 1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Concurrent Enrollment in THAR 25.4 OR Concurrent Enrollment in THAR 25.3.
Introduction to the materials and techniques of makeup design for stage, film, TV and photography. Traditional and contemporary techniques of makeup application in both classroom and production environments.(CSU;UC. C-ID:THTR 175 Series)

THAR 22.1 Special Effects Makeup, Wigs, and Masks
(Formerly THAR 22B) 2 Units. 1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 22. Recommended: Course Completion of THAR 1.
Methods, materials, and techniques realized in special effects design as it relates to theatrical makeup, including prosthetics, wig styling, and mask design and construction for stage, screen, and video.(CSU;UC.)

THAR 22.2 Special Effects Makeup, Wigs, and Masks II
2 Units. 1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 22.2. Additional methods, materials, and techniques realized in special effects design as it relates to theatrical makeup, including prosthetics, wig styling, and mask design and construction for stage, screen, and video.(CSU;UC.)

THAR 23 Introduction to Scenic Design
3 Units. 2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion of THAR 1 and THAR 20.
An introduction to the means, methods, and materials utilized in designing scenery for the stage.(CSU;UC.)

THAR 24 Introduction to the Design Process
3 Units. 2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 1 and CS 101A OR Course Completion or Concurrent Enrollment in THAR 2 and CS 101A.
An introduction to the collaborative process of theatrical design through hypothetical and/or actualized team projects in which students focus on one or more design areas (scenery, costume, lighting, sound, props, makeup and hair). The course covers all aspects of the design process, including script analysis, research methodology, conceptualization, and communication skills, as well as careers in theatrical design.(CSU;UC. C-ID:THTR 172)

THAR 25 Production Lab: General
1-3 Units. Up to 9 hours by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 2.
Practical experience in multiple theatrical production positions for public performances. Students in this course will work in two or more areas as a member of the construction crew, technical crews and/or house staff for one or more Theatre Arts productions during the semester.(CSU;UC. C-ID:THTR 192)
4 Enrollments Total

THAR 25.1 Production Lab: Costume Crew
1.5-3 Units. Up to 9 hours by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 2.
Practical experience as a member of the costume crew for public theatre performances. Students will complete crewing responsibilities during final rehearsals and performances as one to two Theatre Arts productions during the semester.(CSU;UC. C-ID:THTR 192)
4 Enrollments Total

THAR 25.2 Production Lab: Running Crew
1.5-3 Units. Up to 9 hours by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 2.
Practical experience as a member of the running crew for public theatre performances. Students will complete crewing responsibilities during final rehearsals and performances for one to two Theatre Arts productions during the semester.(CSU;UC. C-ID:THTR 192)
4 Enrollments Total

THAR 25.3 Production Lab: House Staff
0.25-3 Units. Up to 9 hours by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 2.
Practical experience as a member of the house staff for public theatre performances. Students will complete crewing responsibilities during final rehearsals and performances for one to two Theatre Arts productions during the semester.(CSU;UC. C-ID:THTR 192)
4 Enrollments Total
THAR 25.4 Production Lab: Makeup Crew
1.5-3 Units/Up to 9 hours by arrangement. Grade Only. Prerequisite: Course Completion or Concurrent Enrollment in THAR 22 (or THAR 22A). Recommended: Course Completion or Concurrent Enrollment in THAR 2.
Practical experience as a member of the makeup crew for public theatre performances. Students will complete crewing responsibilities during final rehearsals and performances for one to two Theatre Arts productions during the semester.(CSU;UC.)

4 Enrollments Total

THAR 25.5 Production Lab: Construction
0.5-3 Units/Up to 9 hours by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 2.
Practical experience in constructing sets, properties, costumes, makeup/wigs, crafts and/or hanging/focusing lights for one or more theatrical productions for public performances. Area assignments will be made based on student interest and experience level (prior experience not necessary for most areas).(CSU;UC. C-ID:THTR 192)

4 Enrollments Total

THAR 26 Introduction to Theatrical Lighting
3 Units/2 hours lecture, 2 hours laboratory, 2 hours by arrangement. Grade Only. Prerequisite: Course Completion of THAR 20.
An introduction to the basic concepts of theatre lighting, including hands-on instruction in the operation of stage lighting, planning, and rigging. Instruction in light sources, the theory of electricity in the theatre, color media and theory, lighting design, light plots, equipment, control systems, and rehearsal/performance procedures and operation. (CSU;UC. C-ID:THTR 173)

THAR 27 Properties Workshop
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Recommended: Completion or concurrent enrollment in THAR 2 (or THAR 301).
Introduction to the basic materials, techniques and creative process involved in the design and construction of stage properties, as well as historical and conceptual aspects of properties design. Class content will include development of properties for SRJC productions.(CSU;UC.)

THAR 28 Introduction to Costume Design
3 Units/2 hours lecture. Grade Only. Recommended: Completion of THAR 1 and THAR 21.
The fundamentals of costume design for the stage, focusing on character interpretation, script analysis, and materials.(CSU;UC. C-ID:THTR 174)

THAR 42 Dance-Theatre Workshop
1-2 Units/Up to 3 hours laboratory. 3 hours by arrangement. Grade Only. Limits on enrollment: By audition during the first week of class.
The development of one or more dance-theatre pieces blending dance movement with overt theatrical elements such as spoken text, props, sets and theatrical costumes. The creative process will combine faculty choreography with collaborative work, resulting in a public performance (either a showcase or the annual dance concert). This course is intended for skilled performers in dance and/or theatre genres. May be performed in a non-traditional venue and/or include site-specific or multi-media work.(CSU;UC.)

THAR 47 Summer Repertory
Theatre Ensemble
4-6 Units/Up to 19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition
Summer Repertory Theatre (SRT) is a complete and extensive practicum in all aspects of stage production: acting, singing, dancing, stagecraft, costume and theatre management are taught through a comprehensive program of rehearsal and public performance for the career-oriented student.(CSU;UC.)

THAR 47.1 Summer Repertory - Acting
6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition Preparation for and public presentation of multiple acting roles during the Summer Repertory Theatre season.(CSU;UC.)

THAR 47.2 Summer Repertory - Technical
6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition Preparation, construction and practical experience in the art of physical production for the stage including scenery, properties, lighting and sound. Students also serve as a member of the technical crew for multiple theatre performances during the Summer Repertory Theatre season.(CSU;UC.)

THAR 47.3 Summer Repertory - Costumes, Makeup and Hair
6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition Preparation, construction and practical experience as a member of the costume and/or makeup/hair crew for multiple theatre performances during the Summer Repertory Theatre season.(CSU;UC.)

THAR 47.4 Summer Repertory - Theatre Orchestra
6 Units/19.25 hours laboratory. Grade Only. Limits on enrollment: By Audition Rehearsal and performance of an instrumental part in a musical theatre production for public presentation during the Summer Repertory Theatre season. Focus of the course is on learning the show's music and the incorporation of the music into the overall production.(CSU;UC.)

THAR 47.5 Summer Repertory - Theatre Management
6 Units/19.25 hours laboratory. Grade Only. Recommended: Previous experience in theatre production. Limits on enrollment: By Audition Preparation and practical experience in the art of theatre management, including stage management, production management, business management and promotions. Students will complete management responsibilities during rehearsals and performances for multiple productions during the Summer Repertory Theatre season.(CSU;UC.)

THAR 49 Independent Study in Theatre Arts
1-3 Units/Up to 9 hours by arrangement. Grade Only. Limits on enrollment: Approval of the project proposal by sponsoring faculty, Department Chair and Supervising Administrator.
Advanced, concentrated study in theatre appropriate to a student's own unique focus and circumstances, or in areas not covered by other courses in the curriculum. Involves seminars or individual conferences by arrangement to provide for independent study and enriched academic experience. UC determines credit AFTER transfer; not counted for admission. (See a counselor for details).(CSU;UC.)

THAR 50 Introduction to Theatre Management
3 Units/2 hours lecture, 2 hours laboratory, 1 hour by arrangement. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 2 (or THAR 301).
Introduction to the principles of management in the theatre, with an emphasis on practical stage management techniques, responsibilities, methods, tools, ethics and essential skills.Course work includes lectures, hands-on activities, computer-based assignments, and front-of-house management for one or more SRJC Theatre Arts productions.(CSU.)

THAR 501 Theatre Management Laboratory
3-6 Units/Up to 19.25 hours laboratory. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 50.
Practical experience in one or more areas of theatre management for public performances. Students apply and develop their managerial skills and knowledge within the context of a full Theatre Arts production, as well as attend weekly meetings to discuss the challenges and resolve issues specific to shows currently in production.(CSU)

4 Enrollments Total

THAR 63 Acting in Film, Television and Voice-over
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 10A.
A class designed to introduce the actor to the challenges of film, television, and voice-over acting. Topics include: how to adjust performance style from stage to screen; the adjustments required within various camera styles; the particular challenges of camera auditioning; an introduction to commercial styles; and the unique challenges of voice-over acting. Students will need access to an audio recording device for homework assignments. (CSU)

THAR 81A Opera and Related Forms in Performance 1
2-5 Units/Up to 15 hours by arrangement. Grade Only. Limits on enrollment: By Audition
Preparation and presentation of a role in an opera or related work (such as Broadway opera, light opera, pocket operas, and concert presentations) in production for public performance.(CSU)
Courses: Viticulture

THAR 121.1 Stage Costuming: Introduction to Historical Draping
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 21A. Practical application of methods, materials, and techniques used in draping a pattern for historical costume construction, with emphasis on costume construction for a current Theatre Arts production.

THAR 121.2 Stage Costuming: Introduction to Millinery
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion or Concurrent Enrollment in THAR 21A. Practical application of methods, materials, and techniques used in millinery for theatrical production. Students will learn how to pattern buckram and pull felt hats while participating on millinery projects for a current Theatre Arts production.

THAR 121.3 Stage Costuming: Period Corset Construction
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion of THAR 21A or FASH 70A. Practical application of methods, materials, and techniques used in constructing a period corset for personal or theatrical use, with emphasis on historical costume construction for a current Theatre Arts production.

THAR 121.4 Stage Costuming: Tailoring Techniques
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Course Completion of THAR 21A or FASH 70A. Practical application of methods, materials, and techniques used in tailoring historical men’s and women’s coats and jackets, with emphasis on tailored costume construction for a current Theatre Arts production.

THAR 127.1 Properties Workshop: Furniture and Upholstery
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 27. Recommended: Completion or Concurrent Enrollment in THAR 2. This course provides intermediate instruction in the skills involved in the design and construction of stage properties, with a focus on furniture, upholstery and soft goods construction skills. Students will work on focus-related projects, as well as properties for SRJC productions.

THAR 127.2 Properties Workshop: Mold Making and Casting
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 27. Recommended: Course Completion or Concurrent Enrollment in THAR 2. This course continues an introduction to the basic materials, techniques and creative process involved in the design and construction of stage properties, with a focus on theatrical mold making and casting skills. Students will work on focus-related projects, as well as properties for SRJC productions.

THAR 127.3 Properties Workshop: Foam Carving and Food Properties
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 27 or THAR 77. Recommended: Course Completion or Concurrent Enrollment in THAR 2. This course provides intermediate instruction in the skills involved in the design and construction of stage properties, with a focus on theatrical food properties, foam carving, preparation and construction skills. Students will work on focus-related projects, as well as properties for SRJC production.

THAR 127.4 Properties Workshop: Weaponry and Specialty Items
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of THAR 27. Recommended: Course Completion or Concurrent Enrollment in THAR 2. This course provides instruction in the skills involved in the design and construction of stage properties, with a focus on theatrical weaponry and specialty props. Students will work on focus-related projects, as well as properties for SRJC productions.

VITICULTURE

VIT 1 World Viticulture and Wine Styles
(Formerly VIT 50) 3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. Survey of world viticulture and wine industries. Course includes: history of viticulture; grapevine anatomy; worldwide grape and wine production and consumption; and world wine regions. (CSU, UC.)

VIT 51 Viticulture: Fall Practices
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Fall practices for wine grape production in the north coast region, including budding, grape maturity monitoring, harvesting, pruning, varietal selection and vineyard development. (CSU, UC.)

VIT 52 Viticulture: Spring Practices
3 Units/2 hours lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Viticulture practices for spring including vineyard establishment, training, pest control, soils, frost protection, irrigation practices, quality control measures and vineyard equipment use. (CSU)

VIT 53 Advanced Vineyard Practices for Quality Production
3 Units/3 hours lecture. Grade or P/NP. Recommended: Completion of VIT 52, and Eligibility for ENGL 100 or ESL 100. Course presents principles and cultural practices utilized in the vineyard to produce high quality North Coast wines. A thorough look at the practices of fertilization, irrigation, trellis design, and canopy management as they relate to wine quality factors. Includes lectures, guest speakers, and field trips to local vineyards and wineries. (CSU)

VIT 54 Viticulture: Summer Practices
1 Unit/1 hour lecture, 1 hour laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Viticulture practices for summer including pest and disease monitoring and management, weed control, crop load assessment, canopy assessment, wine water status measurements and fruit quality improvement techniques. (CSU)

VIT 55 Basic Wine Grape Viticulture
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. An introduction to viticulture including history and development of the wine industry, grape growing, distribution, processes and factors affecting wine quality. Also covers biology, anatomy, propagation, cultivated varieties, rootstocks, climate, vineyard practices, and common diseases and pests. Provides basic information required to establish a wine grape vineyard in Sonoma County. (CSU)

VIT 60 Vineyard Management
3 Units/3 hours lecture. Grade Only. Recommended: Course Completion or Concurrent Enrollment in VIT 51 and VIT 52 and Course Eligibility for ENGL 100 or ESL 100. Responsibilities of vineyard management including, diagnosis and correction of problems, vineyard development, financial projections and budgeting, labor contracting and supervision, and crop sale contracts. (CSU)

VIT 70 Vineyard Pest and Disease Management
3 Units/3 hours lecture. Grade or P/NP. Recommended: Course Completion or Concurrent Enrollment in VIT 55 AND Eligibility for ENGL 100 or ESL 100. Examination of vineyard pests, diseases, and vectors; including their identification, life-cycles, specific monitoring and economic thresholds. Topics include: vineyard fungal, bacterial and viral diseases, insects, arthropods, nematodes, vertebrate pests, and weeds. Efficient, current and environmentally sound management strategies will be emphasized. (CSU)

VIT 113 Organic Viticulture
1.5 Units/1.5 hours lecture, 0.5 hours laboratory. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. Examination of commercial organic wine grape production, investigating both theory and practical applications. Regional growing conditions will be emphasized. Topics include: assessment of a site’s feasibility for organic production; appropriate choice of planting materials; soil fertility; biodiversity; ecologically sound pest and disease management; cost comparisons of organic production versus other methods.

VIT 114 Sustainable Viticulture
1.5 Units/1.5 hours lecture, Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100. Examination of commercial sustainable wine grape production, investigating both theory and practical applications. Regional growing conditions will be emphasized. Topics include: vineyard practices that promote environmental protection and resource
VIT 120 Vineyard Pruning
0.5 Unit/4.5 hours lecture for 2 weeks. Grade or P/NP.
Theory and practice of pruning head, cane and cordon vines. Course emphasizes the grapevine’s response to pruning, training young and mature vines, and introduces terminology and equipment.

VIT 121 Pruning Techniques for Vine Balance
0.5 Unit/4.5 hours lecture for 2 weeks. Grade or P/NP.
Concepts and techniques for pruning to promote wine grape vine balance.

VIT 122 Vineyard Canopy Management
Formerly AG 281.21 J 1 Unit/9 hours lecture for 2 weeks. Grade or P/NP Recommended: Course completion of VIT 120.
Latest techniques in developing trellising systems for vinegrape production. Principles and practices of canopy management are covered, focusing on improving grape and wine quality.

VIT 123 Spring Budding & Grafting
0.5 Unit/4.5 hours lecture for 1 week. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.
Spring season budding and grafting. Covers methods used to graft over rootstocks and in existing vineyards.

VIT 130 Grapevine Physiology
1 Unit/4.5 Hours lecture for 4 weeks. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.
An advanced viticulture theory course that covers grapevine physiology and phenology. Topics include vine balance, flowering and fruit set, stages of berry growth, and vine water status. This course is designed for those working in the vinegrape industry and already familiar with basic vineyard operations.

VIT 131 Working with Your Winemaker - Fruit Quality Assurance
1 Unit/9 hours lecture for 2 weeks. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.
The primary aspects of winegrape quality improvement will be covered. The student will write a detailed plan to improve fruit quality in the vineyard, and then assess and evaluate the degree of improvement achieved. This short course also addresses enhancing communication skills between the grower and the winemaker and/or grape buyer.

VIT 132 Advances in Vineyard Integrated Pest and Disease Management
0.5 Unit/0.5 hour lecture. Grade or P/NP Recommended: Eligibility for ENGL 100 or ESL 100.
This course encompasses critical evaluation and discussion of selected viticulture, plant pathology, and entomology research papers. The papers will be recent publications in peer-reviewed journals. The intent is to broaden student experience and perspective beyond textbooks for understanding of new pest and disease management practices.

VIT 133 Advances in Viticulture
1 Unit/1 hour lecture. Grade or P/NP Recommended: Eligibility for ENGL 1A or equivalent.
This short course encompasses critical evaluation and discussion of selected viticultural research papers. The papers will be recent publications in peer-reviewed journals. The intent is to broaden student perspective beyond textbooks for understanding the most current vineyard practices that aim for efficiency and fruit quality improvement.

VOCATIONAL EDUCATION

VE 713 Employment Transitions
0 Unit/30 hours by arrangement. Non-Credit Course.
This course prepares students with special needs for successful employment. The course emphasizes job readiness, job search fundamentals, and job retention skills. Classes include exploration of values and interests, preparing for a job interview, family support activities and career advancement strategies. Each student’s learning is directed by an individualized plan. The course is offered in partnership with community agencies.

Exempt From Repeat Provisions

WASTE WATER TREATMENT

WWTR 112 Wastewater Treatment Math
3 Units/3 hours lecture. Grade or P/NP.
Practical application of mathematical calculations for hydraulics, chemicals, and solids used in the design, operation, process control and maintenance of wastewater treatment plants and facilities.

WWTR 120 Wastewater Treatment 1
Formerly ENVT 120 J 3 Units/3 hours lecture. Grade Only. Prerequisite: Course Completion of WWTR 112 (Formerly ENVT 120). Recommended: Eligibility for ENGL 100 or ESL 100.
An introduction to wastewater treatment plant operations. Topics covered include the various origins and characteristics of wastewater. An overview of wastewater collection systems, preliminary treatment, primary treatment, fixed film secondary biological processes, treatment ponds, disinfection, chlorination, reclamation and laboratory procedures. Emphasis is given to the role of the operator and preparation for solving practical problems typical of those found in State of California Operator Certification examinations Grades 1 and 2.

WWTR 121 Wastewater Treatment 2
3 Units/3 hours lecture. Grade or P/NP Prerequisite: Course Completion of WWTR 120.
Principles and techniques used in advanced/tertiary wastewater treatment including disinfection, chlorination, odor control, wastewater reclamation, advanced sludge treatment and disposal, laboratory control methods, National Pollution Discharge Elimination System (NPDES) discharge requirements, report writing and records. Preparation for State Water Resources Control Board (SWRCB) Wastewater Treatment Plant Operator examination for grade 3.

WWTR 122 Wastewater Chemistry
3 Units/2 hours lecture. 3 hours laboratory. Grade or P/NP. Prerequisite: Course Completion of WWTR 120.
This course will cover basic wastewater laboratory information, including chemical terms and symbols, equipment, sampling, safety, and quality assurance. Students will perform lab tests, including pH, dissolved oxygen, solids (settleable, suspended, total, volatile), sludge volume index, biological and chemical oxygen demand, alkalinity, hardness, turbidity, chloride residual, and total coliform bacteria.

WWTR 123 Instrumentation and Controls
3 Units/2 hours lecture. 3 hours laboratory. Grade or P/NP.
Applications and uses of water, wastewater, and industrial control systems including switches, relays, alarms, motors, transformers, test equipment, control systems, telemetering, and System Control and Data Acquisition (SCADA).

WWTR 124 Pumps
3 Units/3 hours lecture. Grade or P/NP.
Basic theory of hydraulics and pumping systems, including operation, troubleshooting, maintenance and repair of pumps and pumping systems.

WWTR 125 Industrial Waste Pretreatment Facility Inspection
3 Units/3 hours lecture. Grade or P/NP.
This course covers the roles and responsibilities of a pretreatment facility inspector, including development, application and implementation of regulations, inspection of typical industries, safety, sampling procedures for wastewater, wastewater flow monitoring, industrial wastewater composition, pretreatment and source control technology, industrial inspection procedures, emergency response and pretreatment administration.

WWTR 180 Hazardous Materials and Hazardous Waste Management
1 Unit/1 hour lecture. Grade or P/NP.
This course is designed to provide initial and refresher training for compliance with local, state and federal hazardous material and hazardous waste regulations as they pertain to California. Proof of successful course completion to meet employer requirements will be provided.

WATER TREATMENT

WTR 101 Introduction to Water Careers
Formerly ENVT 101 J 1 Unit/1 hour lecture. Grade Only.
Introduces the water cycle with focus on Sonoma County water resources and water needs. Explores local career opportunities in the fields of water treatment technology, water distribution technology, and waste water treatment technology.
Courses: Welding

WELDING

WELD 70 Beginning Welding: Fundamentals
(Formerly WELD 70A) 2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. This course provides a general overview of the fundamentals of arc and oxy-acetylene welding and cutting. This course includes hands-on practice.(CSU)

WELD 71 Welding Basics: Intermediate
(Formerly WELD 70B) 2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of WELD 70. Recommended: Eligibility for ENGL 100 or ESL 100. All-position arc welding, certifications, heli-arc, M.I.G. and fabrication techniques. Emphasis on projects and repairs.(CSU)

WELD 98 Independent Study in Welding
1-6 Units/Up to 18 hours by arrangement. Grade Only. Limits on enrollment: Enrollment contingent upon approval of the project by supervising faculty, department chair, and supervisory administrator. Special projects by arrangement to provide for independent study and enriched academic experience in welding.(CSU)

WELD 121 Creative Metals
1 Unit/3 hours laboratory. Grade or P/NP. Recommended: Course Completion of WELD 70 or welding experience. A creative approach to welding and cutting various metals with numerous processes, including texturing, finishes and surface designs.

WELD 171.1 Advanced Shielded Metal Arc Welding
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of WELD 70. Recommended: Eligibility for ENGL 100 or ESL 100. All position welding utilizing Shielded Metal Arc Welding and Oxy-Acetylene Welding. Welding certification testing included.

WELD 171.2 Gas Metal Arc Welding and Gas Tungsten Arc Welding
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of WELD 70. Recommended: Eligibility for ENGL 100 or ESL 100. All position welding utilizing Gas Metal Arc welding (MIG) and Gas Tungsten Arc welding (TIG). Welding certification testing included.

WELD 171.3 Flux Core Arc Welding (FCAW)
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Course Completion of WELD 70. Recommended: Eligibility for ENGL 100 or ESL 100. All position welding utilizing Flux Core Arc Welding (FCAW) and Air Arc cutting. Welding certification testing included.

WELD 175A Welding Technology 1
(Formerly WELD 75A) 6 Units/3 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: Course Completion of WELD 70. A study of all aspects of welding processes for welding and related trades. Instruction includes cutting, gouging, welding symbols, TIG (Tungsten Inert Gas), MIG (Metal Inert Gas), and SMAW (Shielded Metal Arc Welding). Preparation for the AWS (American Welding Society) Limited Structural Certification test is included.

WELD 175B Welding Technology 2
(Formerly WELD 75B) 6 Units/3 hours lecture, 9 hours laboratory. Grade Only. Prerequisite: Course Completion of WELD 175A. Advanced welding processes and fabrication techniques for welding and related trades. Includes SMAW (Shielded Metal Arc Welding), MIG (Metal Inert Gas), TIG (Tungsten Inert Gas), and Innershield Welding. Students gain skills required to pass the Unlimited American Welding Society Structural Certification Test.

WINE STUDIES

WINE 1 World Viticulture and Wine Styles
3 Units/3 hours lecture. Grade Only. Recommended: Eligibility for ENGL 1A or equivalent. Survey of world viticulture and wine industries. Course includes: history of viticulture; grapevine anatomy; worldwide grape and wine production and consumption; and world wine regions. (CSU;UC)

WINE 3 Introduction to Enology
(Formerly WINE 53) 4 Units/3 hours lecture, 3 hours laboratory. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Must be age 18 or older. An introduction to the process and science of winemaking, including history, with an emphasis on the California industry.(CSU;UC)

WINE 42.1 Fall Winery Operations
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Must be age 18 or older. Operations of a commercial winery for the fall season, including grape maturity monitoring, grape harvesting and crushing, fermentation, and handling and storage of new wines. Includes general cellar practices.(CSU;UC)

WINE 42.2 Spring Winery Operations
2 Units/1 hour lecture, 3 hours laboratory. Grade Only. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 1A or equivalent. Limits on enrollment: Must be age 18 or older. Operations of a commercial winery for the spring season including handling and storage of new wines, maintenance of wines from previous vintages, general cellar practices, and applied wine microbiology.(CSU;UC)
WINE 102 Wines in the Global Marketplace - Retail Sales
(Formerly AG 177) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Must be age 18 or older
Basic knowledge of global retail wine sales including product knowledge (tasting), consumer buying trends, and motivation of the consumer. Retailer/wholesaler relationships including what, how, and when to buy and pricing strategies in a global marketplace.

WINE 103 Consumer Direct Wine Sales and Marketing
1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
An introduction to and overview of the sales and marketing of wine and the winery directly to consumers. The course will include information on special events, creation and management of wine clubs, tourism, building connection with customers, internet marketing, etc. The focus is strictly on the aspects of marketing and selling wine directly to consumers.

WINE 104 Agricultural and Wine Marketing Fundamentals
3 Units/3 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
A practical approach to marketing agricultural products and wine. Includes market analysis, planning, the development of a marketing plan, and strategies for successful product placement and sales.

WINE 105 Wine Public Relations
(Formerly AG 175.2) 1.5 Units/1.5 hours lecture. Grade or P/NP. Recommended: Eligibility for ENGL 100 or ESL 100.
Course covers the essentials of effective promotion and sales of wine to consumers and the trade. Includes image creation, communication skills, media usage, special event staging, preparing a public relations (PR) plan, writing PR materials and social media communications.

WINE 110 Professional Wine Judging
(Formerly AG 170) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must be 18 years or older
Professional wine competition organization, methodology, and awards. Critical evaluation of selected varietal wines with regard to wine judging competitions hosted by professional wine judges. An advanced sensory course for wine industry personnel and trade.

WINE 111 Sonoma County American Viticulture Areas
(Formerly AG 176) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must be at least 18 years old and enrolled in a program of study related to wine.
This class is an investigation of Sonoma County's winegrowing regions. The most important American Viticulture Areas (AVA) of Sonoma County and the wines they produce will be examined in detail. Sensory evaluation of selected wines from each region will be explored. Sonoma County winery guest presentations and field trips are a major component of this class.

WINE 112 Wine Regions of California
(Formerly AG 174) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Must be 18 years or older
This class is an investigation of California winegrowing regions outside of Sonoma County. Diverse wine areas beyond Sonoma will be covered, including the counties of Napa, Mendocino, Amador, El Dorado, Santa Cruz, Monterey, San Luis Obispo, and Santa Barbara.

WINE 113 Winemakers of Sonoma County
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Must be 18 years or older
A series of discussions and tastings of major wine varietals of Sonoma County, their styles and characteristics. Course will look at Sonoma County's position and place in the United States and foreign markets from a wine quality and wine varietal prospective. Winemakers of Sonoma County will participate as guest speakers.

WINE 114 Wines of California and Europe
(Formerly AG 173) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Must be 18 years or older
An introductory examination of the most famous wines of Europe contrasted with their California counterparts. Course will examine a different grape or related group of grapes and their expression on both sides of the Atlantic. Previous experience with wine is helpful but not necessary.

WINE 115 Wines of California and Australia/New Zealand
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Must be 18 years or older
An introductory examination of the wines of Australia/New Zealand contrasted with their California counterparts. This course will examine different grapes or related groups of grapes and their expression on both sides of the Pacific. Previous experience with wine is helpful but not necessary.

WINE 116 Wines of Italy
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Must be 18 years or older
An introductory examination of the major wine regions of Italy, grape varietals grown there, and the wines produced. This course will also explore the importance of wine in Italian cuisine and culture and the stature Italian wines have achieved worldwide.

WINE 117 Wines of France
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Must be 18 years or older
An introductory examination of the wines of France.
Courses: Work Experience - General

Each week, this course will examine a different region and related grape or group of grapes and the resulting wine(s).

WINE 118 Zinfandel—Grape to Glass
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must be 18 years or older.

A comprehensive exploration of Zinfandel from growing the grape to the wine in the glass. In this intensive course, we will consider and taste the diversity of Zinfandel wine styles from the major Zinfandel producing areas of California.

WINE 119 An Examination of Pinot Noir
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must be 18 years or older.

An examination of Pinot Noir—from growing the grape to the wine in the glass. This intensive course will consider and taste the diversity of Pinot Noir wine styles from the most important regions of California, Oregon, Europe and the southern hemisphere.

WINE 121 Wines of Spain
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must be 18 years or older.

A diversity of wine styles from the major wine regions of Spain, grape varietals grown there, and the wines produced. This course will also explore the importance of wine in Spanish cuisine and culture and the stature Spanish wines have achieved worldwide.

WINE 122 Dessert Wines of the World
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Must be 18 years or older.

This course will concentrate on late harvest wines, botrytized wines, and sweet wines made from dried grapes. Sweet wines will be examined as to techniques of production and how they differ from those used in making dry table wines.

WINE 124 Cabernet Sauvignon Around the World
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Must be 18 years or older.

This class is an examination of Cabernet Sauvignon and the wines in which it plays a key role around the globe. While this grape is noted prominently on many wine labels, it often plays an important incognito role in the most famous Bordeaux-style blends. In this intensive course, we study and taste a diversity of wine styles from the United States, Europe and the southern hemisphere.

WINE 125 Napa Valley Appellations
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Must be 18 years or older.

This class is an investigation of Napa Valley’s winegrowing regions. In this intensive course, students will study and taste a diversity of wine styles from each of Napa’s appellations.

WINE 130 Wine Service and Hospitality
1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must be 18 years or older.

A comprehensive exploration of wine service covering the pragmatic concerns of selecting, serving, decanting, storing, transporting, handling and displaying wine in restaurant, tasting room, and private venues. Appropriate for hospitality professionals and wine aficionados.

WINE 131 Wine Industry Event Planning
(Formerly AG 178) 1.5 Units/1.5 hours lecture. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Limits on enrollment: Must be 18 years or older.

An introduction to planning, organizing, and managing wine industry events. Students will gain practical as well as classroom experience by participating in the organization and execution of a major Northern California wine competition and public wine tasting.

WINE 150 Artisan Winemaking Operations
2 Units/1.5 hours lecture, 1.5 hours laboratory. Grade or P/NP. Prerequisite: Minimum Age 18 or older. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Must be 18 years or older.

This course covers the basic production methods, wine chemistry and microbiology necessary for the production of professional quality wine in an artisan winery.

WORK EXPERIENCE - GENERAL

WRKEX 97 General Work Experience
0.5-6 Units/Up to 25.75 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Students must have a job in a licensed business to qualify for General Work Experience. Units earned are based on hours worked during the semester. General Work Experience is supervised employment intended to assist students in acquiring desirable work habits, attitudes, and career awareness. The student’s employment need not be related to the student’s educational goals. (CSU)

16 Units Total (WrxEx only)

WORK EXPERIENCE - OCCIDENTAL

WEOC 99 Occupational Work Experience Internship
0.5-8 Units/Up to 34.5 hours by arrangement. Grade Only. Recommended: Eligibility for ENGL 100 or ESL 100. Limits on enrollment: Students must complete an interview, placement, and verification of employment because the intern position must be secured prior to enrollment.

Occupational Work Experience Internship offers job readiness preparation; job seeking and coaching; application, resume, and interviewing instruction; screening; and prospective internship placement. Upon placement, the student begins supervised employment that extends classroom learning into the work environment. Students eligible for internships will have declared a major, have completed courses in their major, or have acquired a high level of skill in their discipline, and are ready for on-the-job experience in a paid position. Students will acquire new knowledge, skills, and abilities to prepare for a career in their chosen field. (CSU)

16 Units Total (WrxEx only)
SECTION 8

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Board of Trustees

Expiration of term is indicated in parentheses following each name.

DONALD S. EDGAR, President (November 2018)
MAGGIE FISHMAN, Vice President (November 2016)
DOROTHY BATTENFELD, Clerk (November 2018)
JORDAN BURNS, (November 2018)
RICHARD W. CALL, (November 2018)
JEFF KUNDE, (November 2016)
W. TERRY LINDELY, (November 2016)
SABRINA RAWSON, Student Trustee (May 2017)

Administration

(Updated May 2016)

KRISTEN N. ABRAHAMSON, Dean II, Liberal Arts & Sciences A.A., Santa Rosa Junior College; B.A., Management Studies, Sonoma State University; M.A. in Humanities, San Francisco State University; Ed.D., Educational Leadership, University of California Davis

JOSHUA ADAMS, Dean II, Business and Professional Studies A.A., General Studies, Santa Rosa Junior College; B.S., Accounting, Columbia Colleges; MBA, Business Administration, Columbia Colleges; M.A., Information Technology, American Military University

JUAN ARIAS, Project Director Title IV, Hispanic Serving Institution B.A., Management, Sonoma State University; M.D. and Leadership, Contra Costa University

CHARISSE ARNOLD, Director, Public Safety In-Service Programs B.S., Social Sciences, California State University, San Luis Obispo; M.B.A., Business, Sonoma State University; M.A., Education-Online Teaching and Learning, California State University, East Bay

GENEVIEVE BERTONE, Director, Student Equity/Student Services B.A., Ethnic & Religion, University of Oklahoma; M.A., Urban Planning, University of California Los Angeles

BREANNE BESEDA, Director, Communications & Marketing/Foundation B.S., Business Administration, University of the Pacific; M.A., Business Administration, University of the Pacific

PAUL BIELEN, Intern Dean III, Facilities Planning & Operations A.A., Santa Rosa Junior College; Twenty-one (21) years full-time administrative and supervisory experience at Santa Rosa Junior College; and Park-Regent Medical Building, Madison, WI

LANNY BROWN, Director Public Safety Basic Academy A.S., Administration of Justice, College of Marin; B.A., Organizational Behavior, University of San Francisco; M.A., Leadership, St. Mary’s College

ROBERT BROWNLEE, Interim Lieutenant, District Police A.A., Liberal Arts, University of Phoenix; B.S., Organizational Behavior and Leadership; University of San Francisco

LOUISE BURKE, Human Resources Specialist/Benefits, Human Resources A.A., Business Administration, College of San Mateo

APRIL CHAPMAN, Dean III, Public Safety A.A., General Studies, Santa Rosa Junior College; B.A., Management, St. Mary’s College; M.A., Psychology, Sonoma State University; FSA, Administration of Justice, Paralegal Studies

DEBORAH CHIGAZOLA, Dean II Health Sciences A.S., Dental Hygiene, Sacramento City College; B.A., Health & Safety Studies, California State University Sacramento; FSA: Health Sciences

FRANK CHONG, Superintendent/President B.A., Social/Welfare and Asian American Studies, M.P.A., Public Administration, Harvard University; Ph.D., Educational Administration, Leadership and Technology, Bowling College

LINDA CLOSE, Budget Coordinator

LI COLLIER, DEAN II, Student Success, Equity and Retention B.S., Mechanical Engineering, Shanghai Jiao Tong University; M.S., Mechanical Engineering, University of California, Santa Barbara; M.B.A., National University

RANDY COLLINS, Director, Public Safety/Fire Technology A.S., Fire Technology, Mission College B.A., Industrial Arts, California State University, Arcata Twenty-three (23) years full and part-time teaching and vocational experience at: City of Healdsburg, Healdsburg, CA; and Santa Rosa Junior College

SCOTT CONRAD, Director/Information Technology B.S., Industrial Engineering University of Wisconsin; M.B.A., Information Systems, University of Minnesota; M.S., Management of Technology, National Technological University; GED, Organization, Leadership, Brandman University

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HERCULES DELGADO, Manager, Southwest Santa Rosa Center B.S., Physical Education, California State University; Sacramento, M.A., Counseling Psychology, University of San Francisco; Papel Personnel Services Credential

DEEPA DESAI, Payroll Manager A.S., Business Administration, Mendocino College

LEONARD DIGGS, Manager, Stone Farm B.S., Agriculture Science and Management, University of California, Davis

BRENDA DIXON, Executive Assistant, Human Resources A.A., Social & Behavioral Sciences, Santa Rosa Junior College

CARL DOBSON, Manager, Grounds & Recycling, Facilities Operations B.A., Geography, Chico State University

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LISA HOTCHKISS, Payroll Analyst 60 Units towards Associates Degree

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KATE JOLLEY, Director Fiscal Services A.A., Accounting, Santa Rosa Junior College; B.S., Accounting, University of Phoenix

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MARTY LEE, Intern Dean III, Counseling & Support Services B.A., Psychology, M.A., Counseling, California State University, Sonoma; FSA: Guidance/Counseling, Behavioral Science

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MATTHEW LONG, Dean II, Student Services/Petaluma Campus B.A., History & Spanish, Williamette University; M.A., Counseling & Personnel Services/Counselor Student Personnel, University of Maryland; Ph.D., Educational Leadership in Higher Education, Johnson & Wales University

ERIN MAGEE, Executive Assistant to the Superintendent/President and Board of Trustees B.A., English Language and Literature and Psychology, University of Virginia

ELLEN MAREMONT SILVER, Director Communication & Marketing, Public Relations B.S., Psychology, University of California, Santa Cruz; M.S., Physical Education, Smith College

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STEVEN POTTER, Police Sergeant 60 units completed in General Studies and Administration of Justice, Santa Rosa Junior College; California Highway Patrol Academy, POST Certificate.

CATHERINE PRINCE, Dean, Instruction & Strategic Program Development A.A., Mathematics, Sacramento City College; B.A., Psychology, Sacramento State University; M.A., Education, Sacramento State University.

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JEFFREY RHOADES, Director Community Education B.S., Recreational Administration, California State University, Chico; M.A., Curriculum and Instruction, California State University, Stanislaus; Ed.D, Educational Leadership, California State University, Stanislaus.

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JAVIER RODRIGUEZ AGUILERA, Manager, Custodial Services (16 years of full-time experience at: University of California, Berkeley, CA; University of California, Merced, CA, and University of California, Santa Cruz, CA).

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WILLIAM STINSON, Police Sergeant, District Police B.A., Criminal Justice Administration, Sonoma State University.

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MALEESE WARNER, Program Supervisor, Child Development Center B.F.A, Sculpture, Rhode Island School of Design; M.A., Fine Arts, University of the Arts, Philadelphia; M.A., Early Childhood Education, Ashford University.


DON WEBB, Manager Systems & Programming B.A., Management, Sonoma State University.

PATIE WEGMAN, Dean II, Student Conduct and Disabled Students Programs and Services B.A., Linguistics, California State University, Sonoma; M.S., Communicative Disorders, California State University, San Francisco. FSA: Disabled Students Program and Services.

CATHERINE WILLIAMS, Dean, Instruction & Enrollment Management/ Petraluma Campus B.A., Psychology, Dominican College, M.A., Child & Family Psychology, California School of Professional Psychology; Ph.D., Clinical Psychology, California School of Professional Psychology. FSA: Disabled Students Programs & Services.

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Faculty

(Updated May 2016)

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ANDREA ALVARADO, Counseling B.A., Psychology, University of California, San Diego; M.S., Counseling, San Francisco State University. FSA: Counseling.

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MARK ANDERMAN, Music B.M., Music, California State University, Long Beach; M.A., Music, San Francisco State University; D.M.A., Music Education, Boston University. FSA: Music.

JOE ANDERSON, Administration of Justice A.B., Political Science, University of California, Davis; J.D., Rutgers University. FSA: Administration of Justice.


MICHAEL APRICIO, Philosophy, Humanities, Religion Department B.A., Philosophy, Sonoma State University; M.A., Philosophy, Boston University. FSA: Philosophy.

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WILL BAY, Library B.A., Political Science, University of Santa Barbara; M.A., Library and Information Studies, University of California, Berkeley. FSA: Library Science and Social Science.


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VINCENZ BERTSCH, Engineering and Applied Technology Department B.S., Mechanical Engineering, Stanford University, M.S., Electrical and Computer Engineering, University of California, Santa Barbara. FSA: Engineering, Physics, Applied Technology.

ROSE A. BIANCHI, Health Sciences B.A., Nursing, California State University, Chico, M.S. Nursing, University of Arizona; Ph.D., Nursing, UC San Francisco. FSA: Vocational Nursing.


RENA BRET, Art, European Credentials, Chimerzy, Math; M.F.A. Institute of Chicago, Special graduate studies, Massachusetts Institute of Technology. FSA: Art.


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CATHERINE BURGELL, Culinary Arts B.A., French, Stanford University. FSA: Culinary Arts.
Academic Theatre Arts, English

B.A., English, Sonoma State University; M.A., English, St. Mary’s College; M.S., English, University of California, Berkeley; Ph.D., English, University of California, Santa Barbara. FSA: English

TARA JACOBSON, Kinesiology, Athletics and Dance/Petaluma B.S., Kinesiology, San Diego State University; M.S., Exercise Physiology, San Diego State University. FSA: Physical Education

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