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Welcome to Cosumnes River College

At Cosumnes River College, we are proud that this past academic year marked the 35th year of service to our students and our community. Since our inception in 1970, the college has served nearly a quarter million students who are now making significant and lasting contributions to a wide range of professions, including those in business and industry, education, medicine, health, law, public service, arts and entertainment, and technology – to name a few. Our students continue to receive an exemplary, accessible and affordable education.

At CRC, our faculty, staff, and students inspire academic excellence, personal growth, and civic responsibility. Our campus possesses a dynamic and supportive learning environment that draws from our talented, culturally rich, and diverse students, faculty, and staff. A close look at our comprehensive academic programs and curriculum points to a broad range of courses and services designed to meet the needs of our students and our community. Some programs, like those in Agriculture, Architecture, Dietetics, Veterinary Technology, Organizational Communication, Medical Assisting, Radio, Television & Film Production, and Construction Technology are unique to this region.

This past year, the modernization and construction of facilities on campus has continued to better serve students. In addition to opening new academic facilities recently, we are proud to offer a new public space for our campus through the construction of a new fountain quad area. It is destined to be a gathering space for both informal and formal educational activities. Three murals now adorn our campus with the latest creative artwork in our Library corridor. Major improvements will also begin to our Community and Athletic Center and Science Building Modernization and Expansion continues to proceed as planned for a Fall 2009 opening. As we continue to grow and extend our reach in the community, you will also see other campus improvements that will enhance overall student learning experience.

On behalf of my colleagues at Cosumnes River College, we welcome your visit to our campus, and we thank you for your continued confidence in our ability to serve this region.

With warm regards,

Francisco C. Rodriguez, Ph.D.
2008–2009

Academic Calendar

SUMMER SESSION 2008
Instruction begins for 1st session ......................................................... June 9
Instruction begins for 8-Week / 2nd Session ................................................. June 16
Last Day to Petition for August Graduation and Certificates ................................................. June 27
Instruction begins for 6-week / 2nd session .................................................... June 23
End of 4-Week / 1st Session ................................................................................. July 3
Independence Day holiday............................................................................... July 4
Instruction Begins - 4-Week / 2nd Session ....................................................... July 7
End of 6-Week / 1st Session ................................................................................ July 18
End of 8-Week 1st Session .................................................................................. August 1
End of 4-Week / 2nd Session ................................................................................ August 1
End of 6-Week / 2nd Session ................................................................................ August 1
End of 8-Week 2nd Session .................................................................................. August 8
Grades due ......................................................................................................... August 11

FALL SEMESTER 2008
Instructional Improvement Days for Faculty ...................................................... August 21-22
Instruction begins ................................................................................................. August 23
Labor Day holiday ................................................................................................. September 1
Last Day to Petition for December Graduation and Certificates .......................... October 3
Veterans Day holiday ............................................................................................ November 10
Last day to drop full-semester classes ................................................................. November 18
Thanksgiving holiday ............................................................................................. November 27-30
Semester ends ....................................................................................................... December 18
Winter recess ....................................................................................................... December 19 - January 1
Grades due ........................................................................................................... January 2
Semester Break ..................................................................................................... January 2-14

SPRING SEMESTER 2009
Instructional Improvement Days for Faculty ...................................................... January 15-16
Instruction begins ................................................................................................. January 17
Dr. Martin Luther King’s Birthday holiday ......................................................... January 19
Lincoln's Birthday holiday .................................................................................... February 13
Washington’s Birthday holiday .......................................................................... February 16
Last Day to Petition for May Graduation and Certificates ................................... March 6
Spring recess ....................................................................................................... April 6-12
Last day to drop full-semester classes ................................................................. April 19
Graduation / End of semester .............................................................................. May 20
Memorial Day holiday .......................................................................................... May 25
Grades due ........................................................................................................... May 26

Note: Fall and summer registration take place at the same time. A complete calendar including important deadlines can be found in the class schedule. TES (Telephone Enrollment Services) and eServices are available every day, including holidays. Online services are available every day through the college website at www.crc.losrios.edu. Access to TES and online services may be limited during Priority registration and during system maintenances.
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Cosumnes River College Mission Statement
The mission of Cosumnes River College is to provide opportunities for individuals to achieve their maximum potential and contribute to the well-being of the larger community.

To achieve this mission, the college provides:
- Transfer, general and career/technical education at the lower division level;
- Training and services that contribute to the continuous improvement of the workforce and the quality of life in the region;
- Instruction in basic skills;
- Appropriate support and instructional services to help students succeed at the community college level, to transfer to four-year colleges and universities and/or to transition to work; and
- Life-long learning and community service courses and activities.

Cosumnes River College Vision Statement
Cosumnes River College provides an inclusive learning environment and creates dynamic opportunities for the intellectual growth of students, staff and our community.

To fulfill its mission, the college provides student access, supports academic quality and rigor, and promotes student success in an atmosphere of collegiality, cooperation and innovation. To do this, the college:

- Values students’ goals and needs, assesses its performance in meeting those needs, and improves its processes and allocates its resources in response to that assessment;
- Communicates its direction and purpose so all members of the college community understand and support the mission through their work;
- Recognizes the value of seeking input from individuals and/or groups affected by decisions;
- Recognizes that all members of the college community share responsibility for student success;
- Recognizes and values that all college programs and services contribute to student success;
- Fosters a culture where policies, practices, values and behavior promote effective intercultural competence, thereby creating a community that:
  - values all the people who work in it;
  - understands the larger community in which it operates;
  - embraces its students as valuable members of both the college and extended communities;
  - promotes inclusiveness;
  - embraces at all levels the process of learning about differences and commonalities; and
  - empowers students to be prepared to make a difference in the world;
- Supports internal and external accountability to measure the accomplishment of the college mission. In so doing, the college uses data to identify problem areas; hypothesizes remedies; implements changes; and assesses and communicates the results of those changes to strengthen planning and decision-making.

CRC provides many types of education to meet a variety of student, staff and community needs, offering more than 80 career/technical degree and certificate programs and a comprehensive curriculum of transfer courses:

General Education
The college is committed to the principle of providing a broad general education that includes: Natural Sciences, Social and Behavioral Sciences, Humanities and the Arts, Language, and Critical Thinking. The college continues to offer other courses that enhance life-long learning and prepare students for the needs and demands of everyday life. All of these skills help create a balanced life in a democratic society that is diverse in its social, cultural, and educational backgrounds.

Transfer Education
Many courses are designed to enable students to fulfill the transfer requirements of four-year colleges and/or universities, particularly those in the UC and CSU systems. College staff are continually developing lower division educational programs that parallel the first- and second-year requirements of those institutions. (See Transfer and Career Center on page 13). Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

Career/Technical Education
These programs and courses are designed to prepare students for employment in business and industry or to improve their current job skills.

Basic Skills Education
Courses designed to assist students who are deficient in the basic skills of reading, writing, speaking and analyzing are offered in several non-degree applicable programs.

Contract Education / Contract Training
Customized courses (on-site or off) for Sacramento area businesses, governmental agencies and professional organizations, both credit and non-credit, are now offered in cooperation with Los Rios Community College District’s Center for Business and Economic Development. For more information about these offerings, see page 5.
Professional Development

CRC promotes quality and innovation in its faculty and staff by offering activities designed to further enhance classroom instruction and quality of service, which include “Flex Days” instructional activities, as well as on-going training sessions and professional development opportunities for faculty and staff.

Community Education

These programs are designed to respond to community needs and expectations with auxiliary programs such as credit and non-credit classes, workshops, lecture and film series, concerts, art exhibits, television courses, continuing education courses, community services classes, and specially-funded projects.

In addition to academic courses and programs, CRC offers a number of support services to assist students in achieving academic success, including:

Matriculation

Matriculation services are designed to enhance the student’s ability to achieve his/her educational goals. Matriculation encompasses an admission process, pre-enrollment assessment, counseling and an orientation to college programs, services and procedures. (See pages 8-10).

Counseling

A variety of counseling services are available to help students realize their academic, career and personal goals. Seeing a counselor is important for clarifying course requirements of programs of study and to explore program and career options. (See page 12).

Career Services

Career services are available in the “one stop” Transfer and Career Center. Students may research careers or educational programs and receive assistance with career-related activities. (See page 15).

ACCREDITATION

Cosumnes River College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 3402 Mendocino Avenue, Santa Rosa, CA 95403, phone (707) 569-9177, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education. In addition, the Automotive Mechanics Technology program is certified by the National Automotive Technician Education Foundation in all eight areas of Automotive Service Excellence. The Veterinary Technology program has been accredited by the American Veterinary Medical Association, and the Medical Assisting program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAASHEP), on recommendation of the Committee on Accreditation for Medical Assistant Education. The Health Information Technology program is also accredited by the Commission on Accreditation of the Commission on Accreditation of Allied Health Education Programs (CAASHEP) in cooperation with the Council on Accreditation of the American Health Information Management Association. The Dietetic Technician Program is accredited by the Commission on Accreditation for Dietetics Education of the American Dietetic Association. The University of California, California State University system, and all other accredited colleges and universities give full credit for appropriate courses completed at Cosumnes River College. The college holds institutional memberships in the American Association of Community and Junior Colleges and the Community College League of California.

STUDENT ACCESS

Cosumnes River College, as a member of the multi-college Los Rios Community College District, endorses the open door policy of the district. As a multi-cultural institution, its academic programs and services are open to all persons who are high school graduates or the equivalent who are 18 years of age or older and capable of benefiting from the education that is offered without regard to ethnic background, race, color, marital status, religion, national origin, age, age over forty, gender, sexual orientation, physical or mental disability or veteran status. These programs and services are open to all persons.

Equal Opportunity

CRC is committed to identifying and modifying any action that may alienate individuals and groups from each other. To do this, the college has:

- Established varied programs and services that ensure equal opportunities for women, minority, low-income, disabled, and disadvantaged students to succeed in all areas within the college program;
- Assured equal opportunity for ethnic minorities, disabled persons and women in the areas of employment, promotions and assignments; and
- Implemented programs to increase understanding and sensitivity among members of the majority group to the rising aspirations and occasionally unique needs of minority groups.

Open Courses

Cosumnes River College places an emphasis on providing both general education and high quality career/technical programs and is committed to offering day, evening, weekend and summer courses. The policy of this district is that, unless specifically exempted by statute or regulation, every course, course section, or class reported for state aid, wherever offered and maintained by the district, shall be fully open to enrollment and participation by any person who has been admitted to the college(s) and who meets such prerequisites as may be established.

HISTORY AND FACILITIES

Cosumnes River College is one of four community colleges within the Los Rios Community College District.

Los Rios Community College District

The Los Rios District was founded in July 1965 when voters in 10 separate school districts covering five counties opted to consolidate. The election established a regional community college district of 2,400 square miles and brought together, under one governing board, the then existing Sacramento City and American River colleges.

The newly established seven-member board approved a Master Facility Need Study in February 1967, of which plans for Cosumnes River College were a part. The plan called for a phased construction of facilities, with the first phase to be completed in the fall of 1970, to accommodate 2,000 students. Early in 1967 the Board of Trustees, the campus architects and a citizens’ advisory board studied various sites. Eventually a 180-acre site 12 miles south of metropolitan Sacramento was selected.
Cosumnes River College
The college opened on September 14, 1970, with 1,800 day and 350 evening students. At that time, facilities included the science building, automotive and technology complex, physical education building, pool, and the library building. In September 1975, the Business/Social Science classroom building was dedicated, the first since the college opened. The computer laboratory, located there, is equipped with state-of-the-art computer equipment that supports many areas of the college curriculum.

The campus now consists of 13 permanent buildings, including fiber optics and satellite transmission capabilities for the latest in information/communication services. The Cafeteria/College Center opened in Fall 1990 with facilities for both the instructional foodservice program and student/staff needs. Phase II of the College Center opened in June 1991 for Admissions/Records, Financial Aid, Business Services, Administration and the Bookstore. A Visual and Performing Arts complex was opened in October of 1995, thus completing the college’s original facilities master plan. In addition, the permanent Child Development Center was completed in March 2002, and in December, 2003 staff moved into the new Southeast Office Complex (SOC). In Fall 2005 the Learning Resource Center building was dedicated. Planning is underway for additional instructional facilities to be completed over the next few years.

Cosumnes River College has emerged with very much its own identity, small enough to offer personalized attention, yet large enough to offer a comprehensive postsecondary education to the community it serves.

Facilities Usage
In accordance with the Civic Center Act, the college is designated as a place for community functions of various kinds. College facilities are made available for use by authorized community groups when such use does not interfere with the educational program. To rent college facilities, contact College Operations at (916) 691-7251.

OUTREACH PROGRAMS
Cosumnes River College is committed to bringing the college to the community wherever there is sufficient student interest to support college classes.

Learning sites are tied to the main campus through the instructional television system. This system enables classes with a low enrollment at any one site to be offered by combining the students at several sites into one class and thereby enhancing learning opportunities.

Outreach students, as well as interactive television and online students, can now continue their education without being physically present on the main campus for each class. This flexibility has dramatically increased the educational opportunities available to Cosumnes River College students.

Greater Sacramento Small Business Development Center (SBDC)
The Sacramento Small Business Development Center offers personalized business counseling in:

- Business Management
- Finance Resource
- Marketing Strategy

To make a confidential appointment, call the SBDC at (916) 563-3214 or E-mail: info@sbdc.net or visit us at www.sbdc.net. The SBDC is located at 1410 Ethan Way, between Hallmark and Hurley.

Contract Classes / Los Rios Community College District’s Business and Economic Development Center
Customized training and education for employers and their employees in the Sacramento area is offered by CRC in collaboration with the Los Rios CCD Training Source. Contract courses are scheduled at any time throughout the year and vary from a single workshop to a series of classes provided over a few weeks or months. The Center also conducts on-site college credit and degree programs; customized instruction for an employer’s assessed training requirements; as well as performance consulting. Since 1985, the Center has provided training to more than 58,000 Sacramento area employees, including Intel, Bank of America, Aerojet General, SMUD, among others, and many state and local public agencies and school districts. For more information, call (916) 563-3230.

HOW AND WHY YOU SHOULD USE THIS CATALOG
Would you start out on a road trip to a new place without first obtaining a map of where you’re going for the easiest route to get there? Probably not! It makes sense that before you invest time and money in your college education, you should take some time to plan your route. The College Catalog has “a great deal” of valuable information on how to map out your educational pathway. Reviewing the College Catalog is similar to logging onto the Internet for MapQuest, or other mapping directions; it can tell you the best way to get from Point A to Point Z.

A quick overview of the College Catalog can help you to better understand the following topics:

- The Academic Calendar for the summer, fall and spring semesters, outlining major deadlines and school holidays
- Admissions requirements and procedures
- A list of major programs of study, as well as degrees and certificates that are offered
- Graduation requirements
- Availability of student support services, such as tutoring, counseling, library services, financial assistance, just to name a few – to help you with career decision-making, problem resolution and goal achievement
- Detailed descriptions of courses, including prerequisites
- Lists of courses transferable to the major university systems in California
- And many other helpful tips

The best place to start when looking up information is the Index, which is located at the back of the catalog. Topics are listed in alphabetical order, making whatever you’re looking for easy to find – everything from Academic Regulations to Work Experience (Internship) opportunities. Spend some time perusing your College Catalog and keep it close to your work area, as you will want to consult it routinely throughout your college career.
Directions to CRC

NORTHBOUND - HWY 99
Exit at Cosumnes River Boulevard/Calvine Road.
Turn left onto overpass, turn left at Bruceville Road light, and enter at East CRC entrance;
OR after left onto overpass, turn left at the Center Parkway light and enter at the West CRC entrance.

SOUTHBOUND - HWY 99
Exit at Cosumnes River Boulevard/Calvine Road, Turn right, then turn left at the Bruceville Road light,
and enter at the East CRC campus entrance; OR after turning right onto CRC Blvd., turn left at
Center Parkway light and enter at the West CRC entrance.
Admission Requirements & Procedures

Matriculation is a state-mandated program designed to assist students in accomplishing their educational goals. It is an agreement between the college and the students.

Cosumnes River College agrees to provide an organized process of admissions, assessment and testing, orientation, counseling and student progress follow-up. The students agree to: declare a specific educational objective, attend class regularly, complete assigned course work and maintain satisfactory progress toward the achievement of their educational plans.

Matriculation services are designed to ensure that community college students receive every opportunity to achieve their educational goals.

WHO IS ELIGIBLE TO APPLY FOR ENROLLMENT?

Cosumnes River College is open to all residents who are high school graduates or who are at least 18 years of age and able to profit from the instruction offered. Questions regarding eligibility should be directed to the Admissions and Records Office. A completed application with declared residency and signature page must be on file prior to enrolling (registering) in classes. Others may be admitted upon approval by the college. If you are a permanent resident, verification of your residency may be required.

COURSES OPEN TO ALL

Every course, course section, or class offered within the Los Rios Community College District that receives state support is open to all students who have been admitted to the colleges and meet the course requirements (prerequisites), unless specifically exempted by law, and as may be established according to Chapter II, Division, 2, Part VI, Title 5 of the California Administrative Code, commencing with Section 51006.

Limited English Proficiency

Career/Technical education classes are open to all students. Although the lack of proficiency in English is no barrier to enrollment in vocational education courses, it is suggested the students deficient in English utilize the services of the college that are provided for persons who are limited in English proficiency or take courses in English as a Second Language.

Contamos con Clases de Educación

Vocacional para distintas ramos del trabajo abiertas a todos los estudiantes y, aun para aquellos que todavía no dominan el idioma inglés. Aunque la falta de conocimiento del idioma inglés no es un impedimento para registrarse en dichos cursos, sugerimos a los estudiantes deficientes en el idioma inglés o para aquellos que estudian inglés en segundo lengua.

Advanced Education for High School Students

The college may allow currently enrolled high school students, age 16 or older or have completed the 10th grade with a 2.7 GPA, to enroll for advanced educational enrichment with the approval of their school principal /counselor and parent/guardian. These advanced education students (taking no more than 2 courses) are exempt from enrollment fees but not from books/materials costs. Fees for non-residents still apply. The Advanced Education Form must accompany the college registration process. Students interested in this program should first contact the CRC Counseling Center, phone (916) 691-7316.

Determination of Residency

California state law requires that each student enrolled in or applying for admission to a California Community College provide proof of his/her residence classification.

The statutes regarding residence determination are found in Sections 68000-68090 and 76140 of the Education Code, Sections 54000-54072 of the California Administrative Code and in the regulations of the Los Rios Community College District. These regulations are available in the Admissions and Records Office of the college and are subject to the interpretation of the college.

The California residency requirement has two parts, Act and Intent. To claim residency a student must have lived in, and shown intent to reside in, California by one or more of the following acts of intent:

- Paying California income taxes
- Possessing a valid California driver's license
- Registering and voting in the state
- Owning and registering a car in California, and/or
- The absence of these ties with another state or country

Concurrent with these acts of intent, physical presence in the state for one year prior to the first day of the semester is needed to establish California residency in the District. Because the residency requirement is complicated, students with questions should contact the Admissions and Records Office in the College Center for more information.

Non-resident Student

A student classified as a non-resident will be required to pay out-of-state tuition, which is set by the Board of Trustees of the Los Rios Community College District.

Under Assembly Bill 540, some non-resident students may be eligible for a waiver of non-resident tuition fees. Interested students should contact the Admissions and Records Office to discuss eligibility. Qualified students are still responsible for the per unit general enrollment fee.

Information regarding tuition fees and refunds is found in the “Fee Requirements” and “Fee Refund” sections of this catalog.

Undocumented Students

Under Assembly Bill 540, a student (non-U.S. citizen) who is residing in the United States without official authorization from the U.S. Immigration and Naturalization Service (INS) may be eligible for a waiver of non-resident tuition fees. Interested students should contact the Admissions and Records Office to discuss eligibility. Qualified students are still responsible for the per unit general enrollment fee. All inquiries are strictly confidential, and the student’s information is not reported to any outside agencies.

Incorrect Classification

Non-resident students who have falsified information and enrolled without paying their fees will be excluded from classes upon notification, pending payment of the fee. Written notification may be given at any time. These students will not be readmitted during the semester or summer session from which they were excluded, nor shall they be admitted to any following semester or summer session until all previously incurred tuition obligations are paid.

If a student is erroneously determined to be a non-resident and a tuition fee is paid, the fee is refundable provided acceptable proof of state residence is presented within the period for which the fee was paid.
**ADMISSIONS APPLICATION**

Persons interested in enrolling must file an application by going to the college Website at [www.crc.losrios.edu](http://www.crc.losrios.edu).

**Admission with Advanced Standing**

Cosumnes River College welcomes transfer students from other accredited schools and colleges. Those students who have earned grades averaging less than 2.0 ("C") will be admitted on probation.

Students who have been dismissed or disqualified from another accredited collegiate institution may be denied admission for one semester after dismissal or disqualification, if applying for admission to Cosumnes River College, immediately after dismissal. (See the section on Academic Dismissal in this catalog)

**Admission for Veterans and or Dependents**

Students should contact Veterans Services, located in the Admissions and Records Office, at least two months prior to the term of attendance to initiate and complete required paperwork. In addition, all recipients must confirm their classes with Veterans Services after completion of registration. All material submitted to the Veterans Administration takes approximately two months for processing through the Veterans Administration Regional Office in Muskogee, Oklahoma.

After enrolling at CRC, a veteran may apply for evaluation of military service experience for college credit. A copy of the veteran’s DD214 (member copy 4) separation paper must be submitted to Veterans Services in the Admissions and Records Office.

For more information, veterans or dependents should contact Veterans Services in the Admissions and Records Office or call (916) 691-7422.

**Admission for International Students**

International students who wish to enter Cosumnes River College must contact the Admissions and Records Office (located in the Vice President of Student Services office), to receive admissions information. Such students should initiate an application for admission at least six months prior to the opening date of the semester in which they intend to enroll.

If accepted, international students will complete the admission process; a Certificate of Eligibility, Form I-20, is issued to indicate final acceptance. To be certified as full-time students with the USCIS (U.S. Citizenship and Immigration Service), international students must enroll in a minimum of 12 units and must maintain a 2.0 ("C") average at all times. Students must report any reduction in course/unit load to the International Student Office of as soon as possible.

International students must pay the International Student Tuition Fee (Check Class Schedule for Current Fees) in addition to the per unit fee and capital outlay fee.

The college does not provide clinical health services and requires a mandatory health insurance policy or equivalent medical protection for international students. In addition, the college requires the results of a current tuberculosis skin test or chest X-ray. Health insurance and skin testing services are available at the Health Services Office located in the Operations and Public Safety building. (No appointment necessary except for TB skin testing)

Beginning each semester, students on F visas are required to show evidence of approved health insurance coverage. “Health coverage must be maintained throughout the duration of their studies.”

**ASSESSMENT**

Reading, writing, and math skills are essential for learning and understanding all subjects. It is helpful for students to know their level of performance in these areas. Assessment in these subjects will show educational strengths and challenges, which are helpful in planning a course of study. Assessment results, along with high school records, educational and employment experiences, current work schedule and motivational levels, are used by counselors in creating Student Educational Plans. (See page 11 for more details on Assessment Services.)

**ORIENTATION AND NEW STUDENT COUNSELING**

Completing the CRC orientation program is the best way to begin your college experience. CRC’s orientation program is designed for your successful transition to college. This program includes group counseling with other new students that may be in your classes and the opportunity to select your classes for registration. You will also discuss academic expectations and student success programs with counselors, staff and other CRC students. New students who participate in orientation and assessment will be allowed to register earlier along with currently enrolled students. Appointments for counseling are available by contacting the Counseling office (691-7316). Orientation can be completed online.

**REGISTRATION**

Complete registration instructions are in the schedule of classes each semester. Online and in-person registration is available during registration periods. Check the Class Schedule for details.

**TRANSCRIPTS**

It is the applicant’s responsibility to have official high school records and official transcripts of all work attempted, completed or in progress at ALL other accredited colleges forwarded directly to the Cosumnes River College Admissions and Records (A & R) Office. Students with degrees earned outside of the U.S. must have their transcripts evaluated and/or translated by an accredited agency providing this service. The A & R Office must receive official transcripts or any “Work in Progress” immediately after completion of such work. These records also apply to any summer session or correspondence work.

**FOLLOW-UP COUNSELING**

All new students are encouraged to meet with their counselors at least once during their first semester. This session helps students with goal setting, selection of a major, career exploration, and the completion of a Student Educational Plan. Students are encouraged to make an appointment early in the semester to ensure preparation for the following semester’s registration. The best months to make an appointment are September, October, November and February, March and April.
BUSINESS SERVICES FEE REQUIREMENTS

At the time of publication of this catalog, the following fees are in effect:

General Enrollment Fees
All students must pay a per unit general enrollment fee. (Check Class Schedule for current enrollment fees.) The California Community College Board of Governors provides a waiver of fees for qualified students (see page 18 of this catalog for financial assistance information).

Non-Resident Tuition
Students classified as non-residents (see “Determination of Residency,” page 8 of this Catalog) are required to pay a per unit non-resident tuition fee, plus the per unit general enrollment fee. (Check Class Schedule for current enrollment fees.)

International Student Capital Outlay Fee
International students, who are both a citizen and resident of a foreign country, will be assessed a per unit fee for capital outlay purposes in addition to the per unit general enrollment fee and PER UNIT non-resident tuition. Check the Class Schedule for Current Fees.

Instructional Material Fees
Instructional material fees for designated courses may be assessed in accordance with Title 5, Section 59400 and District Policy 2253.

Note: Fees are subject to change, as they are set by the State Legislature. Students who have registered for classes prior to any increase will be billed for the additional amount.

Fees are due and payable at time of registration.

Student Access Card/Universal Transit Pass
A mandatory fee was imposed by students in the Los Rios District in order to provide affordable public transit options for all students. This fee is determined by the number of enrolled units in a semester. Visit the college Web site for more information on the various uses for the Student Access Card/UT Pass. (www.crc.losrios.edu)

Parking Fees
All students wishing to park a motorized vehicle on campus will be subject to a parking fee. A parking permit (decal) may be purchased. Check the Class Schedule for current fees.

In lieu of the permit, students wishing to park automobiles on campus may purchase a daily parking ticket for $1 from machines located in various parking lots. A daily parking ticket will be available only for automobiles - not motorcycles.

Students awarded a CCC Board of Governors fee waiver may purchase a parking decal (automobile only) for a discount. Check the Class Schedule for details. Vehicles not having a valid parking decal, or daily parking ticket properly displayed, will be issued a parking citation.

Parking decals may be purchased at the Business Services (Cashier) Office. If a parking decal is lost or stolen, a new decal must be purchased at full price. If a vehicle is sold or damaged (i.e., windshield replaced) during the effective term of the decal, a replacement can be issued for a small fee if the proof of sale or repair of vehicle and the old decal (decal number intact) are submitted to the Business Services (Cashier) Office.

FEE REFUNDS

For all semester lengths, fees for enrollment, tuition, international capital outlay, parking and up to $5.00 for the UTP Pass are refundable. Application and installment payment plan fees are not refundable.

It is the responsibility of the student to apply for fee refunds. To be eligible for processing, the student must:

- Drop classes online or in person at the Admissions and Records Office. Check Class Schedule for the current semester’s deadlines to drop for a refund.
- Submit a refund request form to the Business Services (Cashier) Office no later than the last day of the semester or session currently being completed. Refund requests may be completed online.
- Prorated refunds are not available under current legislative law. A check will be mailed to eligible students approximately eight weeks after the refund application is submitted.

For all semester length courses, enrollment, tuition, and international capital outlay fees are refundable through the tenth day of instruction. Short-term courses are refundable through the fifth day of instruction.

FEDERAL EDUCATION TAX CREDITS
(Hope Credit and Lifetime Learning Credit)

Students, or parents with dependent students, may be able to obtain federal tax credits for enrollment fees if enrolled in at least 6 units during any semester or summer session and meet the other conditions prescribed by federal law. The District will automatically mail an IRS form 1098 to each student so that the student can claim any credits on their federal tax return.

More information on the Hope Credit or Lifetime Learning credit is available by obtaining a copy of IRS Publication 970 or at the following IRS website: www.irs.gov/pub/irs-pdf/p970.pdf
The college has a variety of support services available to assist students with career decision-making, problem resolution, and goal achievement.

**ASSESSMENT SERVICES**

The Assessment Office, located in the Library (Room L106C), provides testing services for initial placement into English, math and English as a Second Language (ESL) classes. Other services include the Ability to Benefit exam for students who do not have a high school diploma or equivalency and are applying for Financial Aid assistance, as well as assessing graduation competency for Reading and Math. There is no charge for assessment services. For assessment dates, please log onto www.crc.losrios.edu, then link to Support Services, and then to Assessment. You may also call (916) 691-7332 for more information. Students with special testing needs should call the Disability Support Programs and Services at (916) 691-7275.

**CAMPUS POLICE**

The Campus Police Office is located in the Operations and Public Safety Building. The office operates on a 24-hour basis 7 days a week. The department is a P.O.S.T certified agency and provides both law enforcement and security services to students. In addition to assisting and handling cases of emergencies, this office handles all parking enforcement and appeal processing, lost and found, vehicle jumpstarts and lockouts, and police escorts. You can reach the campus police at: (916) 588-2221 (24 hours) or (916) 691-7594 (Fax number).

**CAREER SERVICES**

See Transfer and Career Center, page 15.

**CHILD DEVELOPMENT CENTER**

The Child Development Center, located on the eastside of the campus, provides education and child care for children of Cosumnes River College students. The Center gives priority to low income parents who meet income eligibility and need guidelines. Other children are admitted on a sliding fee scale as space permits.

The Preschool Program serves children ages 3 through 5 years.
The Infant-Toddler Programs serves children ages 6 months through 3 years.

The CRC Child Development Center programs offer developmentally appropriate and stimulating environments with a variety of planned activities. The Center also serves as lab school for students of Early Childhood Education.

For more information about your child care needs and hours of operation, call the Center at (916) 691-7380.

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**COLLEGE BOOKSTORE (Hawks Nest)**

The College Bookstore, located beside the College Center building, carries a complete stock of new and used textbooks, paper supplies needed for classes, CRC souvenir sweatshirts, T-shirts and binders. Textbooks may be ordered online also.

**Payment Policy**
- Checks gladly accepted with valid personal identification, student ID number, and current phone number
- Checks must be made out to the CRC Bookstore for the exact amount
- All returned checks will incur a $25 service charge
- All major credit cards (VISA, MC, Discover, American Express) are gladly accepted with valid personal identification. The card must be signed by the card bearer.
- Credit card purchases may require valid personal identification, student ID number and current phone number

**Refund Policy**
- An original dated sales receipt is required for all returns
- Returns must be made during the first two weeks of the semester
- Charge card purchases will be credited only to the card to which the purchase was originally charged.
- New books must not be written in, have no eraser marks, or show any other visible marks (NO DAMAGE TO BOOK). For example: no worn or bent covers and no water damage. If the book is shrink-wrapped, the book must be returned with all components accompanying the textbook (ex. CD, access card, etc.). CD envelope must be unopened and any access codes must be unused and/or not scratched off.
- Student I.D. or Computer Registration Form or Driver’s License is required for all returns.

**Buyback Policy**
- The bookstore cannot guarantee the buyback of any book at any time.
- Best time to sell books is during FINALS WEEK
- Student I.D. or Driver’s License is required
- Buyback is a privilege
- During the end of the semester (during final exams) the bookstore will pay up to 50% of the RETAIL PRICE for textbooks that will be used at CRC the following semester. Market value will be paid for most textbooks in good resalable condition that are NOT needed at CRC in the following semester but are current elsewhere. All textbooks must be in good, resalable condition.

**Services Provided**
- The bookstore sells postage stamps, gift certificates, pay-to-print cards, catalogs, schedules, parking pass holders and software at educational prices…proof of current enrollment is required to purchase software.
- No charge from bookstore on ATM purchases

The bookstore is responsible for all bookstore operating costs. Bookstore profits are used to support instructionally related programs and projects on campus. The Board of Trustees of the Los Rios College District governs the store.

For more information on buyback dates and times, hours of operation, and days open, please call (916) 691-7319 and/or www.crc.losrios.edu/bookstore.
COLLEGE CAFETERIA

The college cafeteria serves a two-fold purpose. The state-of-the-art cafeteria facility provides a safe working environment for students in the instructional Culinary Arts Management program. Open for breakfast, lunch, and dinner, Monday through Thursday, and breakfast and lunch on Friday, the staff provides balanced meals and snacks for the campus community during the Fall and Spring semesters. The cafeteria is open during the summer session for breakfast and lunch only. Vending machines are also available at various locations throughout the campus.

COOPERATIVE WORK EXPERIENCE EDUCATION & INTERNSHIPS (Co-op)

Cooperative Work Experience Education and Internships (Co-op), is an academic program in which students apply what they have learned in the classroom to their job or internship site and work toward earning college credits. Students will develop new skills on-the-job or in a skilled professional level assignment on campus or in the community. One 50-minute weekly class is also attended which focuses on workforce and career transition. Internship and job assistance is available. Internships may be paid or non-paid and will provide preparation for a career by providing professional skill development, employment contacts, confidence building and more.

For more information, call (916) 691-7372 or visit https://wexp.losrios.edu.

COUNSELING

Counselors are available throughout the year on appointment or drop-in basis. Counselors are housed in the Counseling Center, located in the Library Building, L-200 (691-7316).

The counseling faculty provides:

• Academic counseling, in which the student is assisted in assessing, planning and implementing his or her immediate and long-range and/or transfer goals.

• Career counseling, in which the student is assisted in assessing his or her aptitudes, abilities, and interests, and is advised concerning current and future employment trends.

• Personal counseling, in which the student is transitionally assisted with personal, family or other social concerns, when that assistance is related to the student’s education.

• Crisis intervention, either directly or through cooperative arrangements with other resources on campus or in the community.

• Multicultural counseling, in which students are counseled with a respect for their origins and cultural values.

• Human and Career Development courses in College Success, Study Skills, Career Exploration, and Human Services courses.

• Consultation to the college governance process and liaison to the college community to make the environment as beneficial to the intellectual, emotional, and physical development of students as possible.

DISABLED STUDENT PROGRAMS & SERVICES (DSP&S)

Disabled Student Programs & Services (DSP&S) provides equal educational opportunity for students with physical, psychological, or learning disabilities. Students with disabilities are encouraged to lead active and independent lives by participating in all college programs. Counseling, support services, and academic accommodations are provided to students who are eligible for the program. The Disabled Student Program and Services Center is located in Portable 57/58. For more information, call (916) 691-7275 (voice) or (916) 691-7273 (TDD).

Physical and Psychological Disabilities

Students with the following disabilities are eligible to receive support services and academic accommodations: hearing impaired and deaf, blind and low-vision, mobility impaired, psychologically disabled (a diagnosis from a psychiatrist), and other health problems that would require special assistance.

Learning Disabilities

Students of average or above average learning aptitude may have a specific learning disability which significantly impacts their educational progress.

The Cosumnes River College Learning Disabilities Program can provide support services and academic accommodations to students who have documentation of a specific learning disability from another school or professional. In addition, Diagnostic Assessment may be available for appropriately referred students who come to the DSP&S program for an orientation appointment.

Academic Accommodations

Accommodations are individually determined for students with disabilities according to the functional limitations of the disability. Accommodations may include:

• The use of equipment and materials such as a tape recorder, calculator, computer, taped text or spelling checker in the classroom and/or in meeting class assignments.

• The use of personnel such as readers, interpreters, note takers (while attending classes), and scribes.

• Testing accommodations, which may include extension of time, quiet room, use of calculator, spelling checker, computer, alternative method of testing, or modification of the test response format.

• Individualized tutoring when disability prevents successful use of existing college tutorial services.

Students with verified disabilities who do not wish to avail themselves of the services of the Disabled Students Programs and Services may still be eligible for reasonable accommodation and service. Contact the Dean at (916) 691-7350.

Alternate Formats

Students with verified disabilities who require alternate formats of college publications and resources should check with Disabled Students Programs and Services. Materials available include, but are not limited to, Braille, large print, books on tape, and electronic text. These formats help accommodate our students’ specific needs and are created in a timely fashion. Contact the Disabled Students Programs and Services at (916) 691-7275 (voice) or 691-7273 (TDD).
Programas y Servicios Para Estudiantes Incapacitados
La Oficina de Programas y Servicios para Estudiantes Incapacitados ofrece servicios de apoyo a estudiantes que tengan incapacidades físicas, psicológicas, lingüísticas y de aprendizaje. Algunos de los servicios que se ofrecen son: ayuda con la inscripción y con la selección de clases, asesoramiento académico y vocacional, tutorías, intérpretes, facilidades para tomar exámenes, ayuda para tomar apuntes, y el dictado de textos a audio. Para más información, comuníquese con el decano de servicios para estudiantes, al (916) 691-7275 o (916) 691-7273 (TDD).

If an academic accommodation is requested that is not listed above, the request will be forwarded by the DSP&S Coordinator to the Dean of Student Services/Counseling for consideration. The student has a right to appeal any decision regarding academic accommodations. See the DSP&S Coordinator for more information.

EXTENDED OPPORTUNITY PROGRAMS AND SERVICES (EOP&S)

(See Student Support Center, page 14-15).

FINANCIAL AID SERVICES

The Financial Aid Office, located in the Library Building L107, can provide the “Financial Aid Student Guide” which describes available programs, how to process an application, and lists important dates to remember. The guidebook is available upon request. For additional information, please refer to the “Financial Assistance” section of this catalog. (See page 17).

HEALTH SERVICES

The college maintains a Health Services office staffed by College Nurses to assist students with health-related problems. Students are given first aid for any campus injury, as well as illness prevention and health maintenance advice, including referrals to appropriate community health organizations. The office houses a variety of publications and brochures on various health related subjects. The Health Services Office is not clinically equipped; therefore, no medical care or treatment can be given.

Other services provided include hearing, vision and blood pressure screening, and tuberculin skin testing. Students with major physical disabilities or health problems should consult with Health Services staff.

Appointments are advised for general health issues, and necessary for TB skin testing. The Health Services office is located in the Operations and Public Safety Building. Phone: Health Office (916) 691-7254

JOB INFORMATION

The college offers Job Connection, a software system which allows students and alumni to upload resumes to our web-site and search for a variety of jobs twenty-four hours a day, seven days a week. Employers can post jobs and review student and alumni resumes.

Check the announcement page often for special career development events and activities. For questions about using the system, contact the Transfer and Career Center at (916) 691-7456 or visit the web site www.crc.losrios.edu.

LIBRARY

The Library at Cosumnes River College is housed in a three-story building located at the center of the campus. Its research collection, professional staff, and technology provide ideal study and research facilities.

The library houses over 62,000 book, media, and periodical titles. Tools for accessing library, information, and learning resources include the library catalog (LOIS, the Los Rios Online Information System), full-text periodical databases, and the Internet. Access to these tools is available on 30 computer stations within the library. Software and hardware designed for students with low vision, no vision, and/or learning disabilities is installed at several computer stations. Remote access to LOIS, the library’s web-based catalog, and periodical databases is also available 24/7 through the CRC Library homepage at http://www.crc.losrios.edu/Student_Services/Library.htm.

All college course offerings and information competency requirements are supported through library instructional sessions, reference services, and acquisition of materials supporting student research and faculty requests.

MAINTENANCE ALLOWANCE

The Los Rios Community College District will pay a maintenance allowance in an amount determined by the State Chancellor’s Office per day of scheduled attendance for a period in which the student is enrolled full-time. Payment will be issued to the parent or guardian of minor non-district students, and directly to adult non-district students and to married minors who reside in California outside the Los Rios Community College area and/or more than sixty (60) miles from the nearest public community college campus. Application for maintenance allowance is available in the Admissions and Records Office, and must be submitted during the semester of attendance. Additional information may be obtained from the Admissions and Records Office.

MATH CENTER

The Math Center is located in the Learning Resource Center building located in room LRC-205. Staffed by math instructors, instructional assistants, and experienced student tutors, the Math Center provides resources and support to help CRC students be successful in their math courses. The Math Center offers drop-in tutoring, peer-assisted study groups, workshops, computer-assisted instruction, video support, and computer support for online classes. Services to students not enrolled in a math class who wish to work independently to brush up on math skills or prepare for placement or employment exams are also welcome. Sign up for MATH 81/82 to use the Math Center services in conjunction with a math class or MATH 83 to work independently.
MESA/CCP

The Math Engineering Science Achievement Community College Program is active at CRC. The program focuses on preparing economically disadvantaged students for professions related to Engineering, Computer Science, Science, and Mathematics. The program provides support services to help students succeed in college and explore their career choices. The services include, but are not restricted to:

- Academic Advising
- Group and Individual Tutoring
- Workshops
- Scholarship and Summer Internship Opportunities
- Field Trips to Transfer Universities and Local Industries

Call (916) 691-7338 for more information.

PUBLICATIONS

The COLLEGE CATALOG and CLASS SCHEDULES are important resources for student success. Both publications include valuable and current information on available services, course/program selection and graduation and transfer requirements. Students should keep one or both publications as references throughout the year.

The college newspaper, THE CONNECTION, is published under the general supervision of the Journalism Department at CRC.

THE RIVER HAWK, circulated bi-weekly by the Student Development Office, contains announcements regarding upcoming campus events and student activities information.

The Radio, Television and Film Production department produces the "CAMERA ONE" news magazine show for local cable access TV six times per semester.

A FACULTY & STAFF HANDBOOK is online to provide pertinent information, both general and specific, to college faculty and staff.

READING/Writing CENTER

The Reading/Writing Center (RWC), located in LRC-203, is a place where students can get help with their reading and writing assignments. Staffed by English professors, an instructional assistant, and student tutors, the RWC is also equipped with a large number of computers that students can use to compose their essays or to access the Internet for class assignment research. Sign up for ENGLB 70 to use the RWC. Students can call (916) 691-7123 for more information.

STUDENT DEVELOPMENT

The Student Development Office, located in Library Building, L103, offers a variety of ways for students to become involved:

General Information

This Student Development Office maintains a current housing list and board in the Student Development Office and an updated Housing Board in the glass cases outside the Library Building entrance (fountain side). The Student Development Office also has bus schedules, rideshare forms, and health and dental insurance information available.

Other services include

Access to student clubs and organizations in the planning and implementation of campus events and fundraisers; posting flyers and posters; assistance in starting a new club; access to faculty and staff initiated campus and cultural events that include student involvement. The Student Development Office also coordinates graduation.

Clubs and Organizations

These activities offer diversified social and educational opportunities. Each club must have a faculty advisor, an Inter-Club Council representative and be approved by the Student Development Office.

The Inter-Club Council works to ensure the quality of campus social, cultural and educational life through its membership comprised of student representatives from the variety of campus clubs and organizations. Chaired by the ICC President, the ICC serves as a liaison to ASG for student clubs and organizations.

Associated Student Government (ASG)

The basis for student government at CRC is the constitution of the ASG. This organization, recognized as the voice of the students on campus, operates under the direction of officers who are elected at-large.

The ASG is the vehicle through which students may actively participate. Representatives who serve on college committees are appointed by the elected ASG president and many also serve on districtwide committees. Special allocations for student body representation fees are made by the CRC ASG.

ASG Bike Locker Rental

ASG provides bike lockers for a rental fee. Each semester requires a rental renewal. Visit the Student Development Office to apply.

STUDENT SUPPORT CENTER

The Student Support Center, located in the Library, Room L-106, offers many programs and services. Students may stop by or call 691-7465 to make appointments for any of the following programs:

CalWORKs

CalWORKs supports students who are currently receiving cash aid from their county of residence. We have many services to offer qualified students:

- Job Placement Referrals
- Transportation
- Case Management Referrals
- Book Service
- Study Groups/Tutoring
- Child Care services on and off campus
- Support Groups
- Workshops
CARE (Cooperative Agencies Resources for Education)
The CARE Program is a state-funded program providing academic, career, and personal counseling; campus and community referrals; child care and/or transportation financial assistance (financial aid process must be completed); meal program; supply voucher; peer advising; priority registration; transfer assistance; tutorial services; and support workshops.

To be eligible, a student must:
- Be eligible for the Extended Opportunity Programs and Services (EOP&S) program
- Be a recipient of AFDC/TANF/CALWORKs
- Be a single head of household
- Be a parent of at least one child age 13 or under (at the time of acceptance into the program)
- Be a California resident
- Be at least 18 years of age
- Be a full-time student (enrolled in 12 or more units) with a vocational or academic objective.

For further information, call (916) 691-7365.

Department of Human Assistance (DHA):
Staff from DHA provide information and support for CalWORKs/TANF students.

Extended Opportunity Programs and Services (EOP&S):
EOP&S provides the following comprehensive support services to students who are educationally and economically disadvantaged. Services are open to students enrolled at Cosumnes River College:
- Application Fee Waivers (CSU, UC)
- Book Service Program
- Career Assessment
- Case Management Referrals
- Cooperative Agencies Resources for Education (CARE) program
- Counseling
- EOPS Orientation
- Field Trips to 4-Year colleges and universities
- Priority Registration
- Progress Reports
- Recruitment
- Transfer Information
- Workshops

To be eligible, a student must follow the guidelines for the EOP&S program:
- Be a California resident (have lived in the state one year and one day before school starts)
- Be enrolled in 12 or more units (some students with exceptional conditions may be accepted at a reduced load)
- Qualify to receive the Board of Governors Waiver (BOGW - method A or B)
- Not have completed more than 70 units or six consecutive semesters in the EOP&S program
- Submit an application to the EOP&S program
- Be educationally disadvantaged as determined by the EOP&S program.

The EOP&S Office is located in the Student Support Center, located in the Library, Room L106. Call (916) 691-7365 for information. Application may be picked up in the EOP&S Office.

On-Campus Student Employment
Students are limited to a maximum of 26 hours per week. Students may be employed as part of their financial aid package and should consult the Financial Aid Office at (916) 691-7325.

Scholarships
Online application at https://scholarship.losrios.edu.

TRANSCRIPTS TO OTHER COLLEGES
The Admissions and Records Office will send the first two official copies of a student's college record to any college or university without charge. Additional copies may be obtained for a small fee. Same day official transcripts may be obtained for a higher fee. Check with the Admissions and Records Office for current fees. The required number of transcripts varies according to institution, and students should refer to the catalog or bulletin of the college or university which they expect to enter. Unofficial transcripts can be printed using eServices (online).

TRANSFER AND CAREER CENTER
Cosumnes River College is committed to transferring qualified students to the four-year university of their choice. Located in the Library Building (2nd floor), the Center offers on-line application assistance, catalogs and other resource materials.

Career Services
- Career Exploration and Assessments
  The Center provides resources, tools and methods to help students identify skills, interests and values that assist in the career planning process.
- Career Research
  Here is an opportunity to research and collect information pertaining to what you learned during the Career Exploration process. Linking your interests, skills and values to the world of work is essential.
- Job Search Preparation
  Learn how to organize your job search process and obtain knowledge, information and assistance on how to create job search materials including resumes and cover letters. Develop skills for interviewing and attending career fairs to assist in the job search process. Resume critiquing is available by appointment only or drop-in.
- Job Announcements
  "Job Connection," an on-line listing of current job openings available to CRC students. Internet addresses, telephone job lines and job seeking publications are also available for job searches.
- Workshops
  The Career Center offers various workshops on career planning, resume writing, job search strategies and other skills building topics each semester. Please review the Career Services Workshop Series Calendar Available in the Career Center.

For more information, contact (916) 691-7456.
**Transfer Services**

Students may talk with Cosumnes River College counselors as well as representatives from various four-year colleges and universities about course work, housing, financial aid, and more. Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

The Center also helps students with admissions through a Transfer Admissions Guarantee (TAG) to: UC Davis; UC Irvine, UC Merced, UC Riverside, UC San Diego; UC Santa Barbara, UC Santa Cruz; San Francisco State University and University of the Pacific. On-line application services are available for some colleges. For more information, call (916) 691-7456.

The Center also houses ASSIST, a computerized student transfer information system that can be accessed over the Internet. It displays reports for transferring course credits from one California college or university to another. ASSIST is the official repository of articulation for California’s colleges and universities and, therefore, provides the most accurate and up-to-date information available about student transfer in California. The Internet address for ASSIST is: www.assist.org.

Transfer website: www.crc.losrios.edu/~transfer

**TUTORING SERVICES**

Enrolled CRC students can receive tutoring assistance, free of charge, from several campus tutorial centers. These centers are listed below. To find out more information about a specific center, call the printed telephone number listed below:

- **Accounting Laboratory** (916) 691-7449
  Provides tutoring for accounting students.

- **Business English Help Line** (916) 691-7444
  Provides telephone assistance for short English questions.

- **Computer Information Science Lab** (916) 691-7297
  Provides computer access to students in an open lab atmosphere and provides some individual tutoring.

- **Digital Media Lab** (916) 691-7170
  Provides individualized and small group tutoring for students enrolled in Radio, Television and Film classes.

- **Disabled Student Programs & Services (DSP&S)** (916) 691-7275
  Provides tutoring assistance to students with disabilities who cannot be adequately accommodated at other tutorial centers.

- **Language Lab** (916) 691-7407
  Provides individualized and small group tutoring for students enrolled in ESL classes, and provides tutoring for students enrolled in Spanish and Vietnamese classes.

- **Tutoring Center** (916) 691-7425
  Provides individualized and small group tutoring for many courses across the disciplines with a focus on helping students develop effective study strategies. Depending upon availability of tutors, students may make appointments, standing appointments, or see the tutor on a drop-in basis. Please call the Center for the tutoring schedule.

- **Math Center** (916) 691-7459
  Provides math tutoring on a drop-in basis, computer assisted instruction, subject specific workshops and group tutoring. (see page 13)

- **MESA** (916) 691-7338
  Provides tutoring in Science, Mathematics, and Engineering on a drop-in or appointment basis. Preference is given to students enrolled in the MESA program. (see page 14)

**VETERANS ASSISTANCE**

The CRC Veterans Services Office, located in the Admissions and Records Office (College Center), was established to help process Veterans Administration (VA) Educational Benefit paperwork and to coordinate with other campus services. The student veteran, children, spouse or surviving spouse of a veteran using the VA Educational Benefits with a variety of services should contact the VA Office.

To receive an educational allowance, the Veterans Administration requires a student veteran or dependent to:

- Request “official” transcripts from other colleges attended
- Identify an educational objective, see a counselor and fill out a Program Planner
- Take only courses that are required for the educational objective
- Satisfactorily complete the courses for which benefits are received and attend classes regularly.

For more information, veterans or dependents should contact the Veterans Services Office in the Admissions and Records Office or call (916) 691-7422.
Cosumnes River College's Financial Aid Office, located in L-107, provides a wide range of financial assistance to students in the form of part-time employment, grants, and loans. All awards are contingent upon availability of funds.

The basic premise for all need-based financial aid programs is that the primary responsibility for financing a student's post-secondary education rests with the student and his/her family. Student financial aid is intended to assist with those educational costs that remain after the student's resources and an expected contribution from the family have been taken into account. To be considered for financial aid, a student must complete a Free Application for Federal Student Aid (FAFSA) each academic year. FAFSAs are available at the Financial Aid Office. The FAFSA is available on the internet for those students who wish to apply for financial aid electronically.

- The website address is: www.fafsa.ed.gov
- The school code for Cosumnes River College is: 007536

Cosumnes River College participates in the following programs:

**EMPLOYMENT**

**FEDERAL WORK-STUDY PROGRAM (FWS)**
The Federal Work Study program allows students to earn money for their educational expenses while in school. Students are encouraged to find jobs relating to their program of study. Work study wages are based on federal minimum wage guidelines. Students may qualify by virtue of their need, satisfactory academic standing, availability and feasible work skills.

**GRANTS**

**BOGW**
*(Board of Governors Enrollment Fee Waiver)*

- BOGW is for California residents only.
- BOGW does not require repayment.
- BOGW is a simple, quick process that is not connected to other Federal aid programs.
- BOGW applicants will be required to complete a simple application form available in the Financial Aid Office. Applicants may be asked to provide proof of eligibility. There are three methods by which you may qualify:

  - **Method A:** TANF/CalWorks, SSI, General Assistance or General Relief recipients must bring a photo identification and an Aid Verification Summary or provide a copy of their last voucher or check when completing the application.

  - **Special Eligibility:** Eligible dependents of veterans and recipients (or a child of a recipient) of the Congressional Medal of Honor must submit certification from the local county Veterans Services Office, California Department of Veterans Affairs or the National Guard Adjutant General. Dependent of a victim of the September 11, 2001 terrorist attack must submit documentation from the California Victim Compensation and Government Claims Board, (916) 322-4426. Eligible dependents of deceased law enforcement/fire suppression personnel killed in the line of duty must submit documentation from the public agency that employed the decedent.

  - **Method B:** If you meet household (low) income standards.

  - **Method C:** If you have been determined to have any financial need based on Federal calculation.

- BOGW pays enrollment fees for one fiscal year: summer session and fall/spring semester. Only one application a year is necessary, and you must reapply each fiscal year, starting with the summer session.

**CAL GRANTS**
The Free Application for Federal Student Aid (FAFSA) and a GPA Verification form must be completed by March 2 prior to the award year. The completed GPA Verification must be received by the California Student Aid Commission for consideration.

1. **CAL GRANT A**
   Cal Grant A helps low- and middle-income students with tuition costs at 4-year colleges and universities. Grant recipients are selected on the basis of financial need and grade point average.

   The California Student Aid Commission will hold tuition fee awards, for those who qualify, until the student transfers to a four-year college. Students must maintain eligibility each year.

2. **CAL GRANT B**
   Cal Grant B is administered and processed by the California Student Aid Commission and aids high-potential students from low income and disadvantaged backgrounds. Applicants must be a new freshman in college, completed no more than 16 units or completed a full-time semester of college, or completed 4.5 months at a vocational/technical college by June 30 of the prior school year.

3. **CAL GRANT C**
   Cal Grant C is administered and processed by the California Student Aid Commission and provides assistance for low- and middle-income students who are formally enrolled in and pursuing a vocational training program at Cosumnes River College.
FEDERAL PELL GRANT

The Federal PELL Grant program is an aid program designed to provide financial assistance to students who have not yet received a bachelor’s degree from any institution. The Federal PELL Grant is intended to be the “foundation” of a student’s financial aid package with other sources of aid to supplement it.

In order to determine a student’s eligibility, a Free Application for Federal Student Aid (FAFSA) must be completed and mailed to a federal processor.

A Student Aid Report (SAR) will be mailed directly to the student and duplicate information is transmitted electronically to the designated school. The student may be asked to complete verification documentation as required by federal guidelines.

Eligibility will vary according to enrollment status and federally determined Expected Family Contribution (EFC).

FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANTS (FSEOG)

The Federal Supplemental Educational Opportunity Grants (FSEOG) program is limited to undergraduate students with exceptional financial need who, for lack of financial means, would be unable to enter or remain in college. Funding for this program is limited; therefore, students are encouraged to apply early.

LOANS

FEDERAL STAFFORD LOAN PROGRAM (Subsidized)

To apply for a federally insured loan, institutional policy requires that a student must:

- Apply for other forms of federal financial aid
- Attend a loan management/default prevention workshop
- Satisfactorily complete a student loan pre-test

Applications for the Federal Stafford Loan Program are available in the Financial Aid Office. The amount is based on current Federal guidelines. Interest charged on this loan is variable, not to exceed 8.25 percent.

FEDERAL STAFFORD LOAN PROGRAM (Unsubsidized)

The unsubsidized Stafford Loan is offered for middle and higher income borrowers and is available at Cosumnes River College. With the exception of demonstrating financial need, the unsubsidized Federal Stafford Loan has the same eligibility criteria as the regular Federal Stafford Loan. This means that family income will not affect loan eligibility or disqualify a student from receiving an Unsubsidized loan. Loan limits and interest rates are also based on current Federal guidelines.

Accepting any federal student loan is accepting a responsibility. Defaulting on any federal student loans will result in disqualification from all financial aid, adverse credit and severe legal action. By accepting a Federal Stafford Student Loan, the student accepts the responsibility to repay it.

SHORT-TERM STUDENT LOAN (STSL)

(30 Day Maximum Repayment Loan)

Emergency short-term loans are available through the Financial Aid Office and are contingent upon availability of funds. Generally, these funds are available to students who have unanticipated financial difficulties. Short term book loans are given to students who need assistance in purchasing books during the first four weeks of a semester. Eligible students may obtain a maximum of three loans per school year with a maximum of one loan given in any one semester. Loan requests will not be considered from students with outstanding loans. Students must also be enrolled in at least 6 units and must have visible means of repayment within thirty (30) days. The funds are established and supported by contributions from CRC staff, community groups and individuals.

REQUIREMENTS FOR FEDERAL/STATE FINANCIAL AID

Ability to Benefit:

Applies to students who are admitted to college but do not have a high school diploma or the equivalent. To receive Federal student aid, a student must pass a standardized placement test which measures the student’s ability to complete the course of study.

Eligibility for financial assistance is determined by:

- Demonstrated financial need: Financial need exists when the cost of education exceeds all of the resources available to a student. This need must be determined each academic year for which a student applies.

- Being a U.S. citizen, a permanent resident, or status as a resident alien with the appropriate visa.

- Making satisfactory academic progress. Academic progress will be monitored periodically to continue eligibility status. The Financial Aid Office must ascertain satisfactory progress and may deny aid to any student who fails to meet the minimum stated academic progress guidelines.

Satisfactory Progress Policy:

Satisfactory academic progress is defined by the Federal Department of Education as 150 percent of normal length of time for a student to achieve an educational objective. Congress and the Federal Department of Education want funds awarded only to students who are making satisfactory progress toward their educational objective. Therefore, the Financial Aid Office is required to monitor this progress and deny aid to any student who fails to meet satisfactory academic progress policies. Please check with the Financial Aid Office for specific details.
Basis for Denial of Financial Aid:
Financial Aid may be denied for the following reasons:
• Default on Stafford Loans.

• Owing a refund or repayment on PELL or FSEOG.

• Failure to meet the satisfactory progress standard adopted by Cosumnes River College for financial aid recipients. (Specific details are available in the Financial Aid Office.)

• Completion of an AA or AS Degree or 72 or more units (whichever comes first) unless a special petition has been approved by the Financial Aid Office.

• Falsification of information that affects the determination of eligibility or aid.

• Failure to provide necessary verification/documentation of income and resources.

A student may be placed on financial aid probation for one semester. If the student fails to make satisfactory academic progress during the probationary semester, financial aid will be denied. The student may file a Financial Aid Petition to reinstate financial aid, if there are extenuating circumstances that caused the dismissal.

Selective Service Notice to Men: Federal and state laws require that men must be registered with the U.S. Selective Service System to be eligible for school Financial Aid (50 U.S.C. App. 451, et seq.)

SCHOLARSHIPS AND AWARDS
The Student Support Center maintains a list of local and national scholarships available to students. This Scholarship information is available at the CRC website where you will find an online scholarship application process.

The Student Support Center staff, located in L106, can assist you with any questions about scholarships.
A. Satisfactory completion of 60 units of collegiate work: Must earn an overall "C" (2.0 grade point average) in a curriculum that LRCCD accepts toward a degree & meet Graduation Competency Requirements (see Table 1 below). At least 12 units must be earned at Cosumnes River College.

B. Major: Complete one of the degree programs listed in this catalog with a minimum of a "C" grade in each course for the CRC major.

C. Complete General Education (GE) requirements listed in Table 2 below.

D. Effective beginning summer 2004, students who possess a BA/BS degree or higher from a regionally accredited U.S. college or university will not be held to meeting the General Education and Competency requirements to graduate with an associate degree.

**Table 1: Graduation Competency Requirements**

Demonstrate college-level competence in reading, in written expression and in mathematics by completing the following:

1. Reading Competency – a. Completion with a grade of "C" or better in ENGRD 115, 310, 312 or an equivalent college reading course at a regionally accredited college. Students who possess an AA/AS degree or higher shall be deemed competent in reading. OR b. Obtain a satisfactory score on a college level reading examination administered in the Los Rios District.

2. Written Expression Competency – Completion with a grade of "C" or better in ENGRW 101, 103, 300 or BUS 310 or an equivalent course at an accredited college. Students who possess an AA/AS degree or higher shall be deemed competent in writing.

3. Mathematics Competency – a. Completion with a grade of "C" or better in MATH 100, 102, 105, OR designated higher level mathematics/statistics course, OR PSYC 330, OR college math course at a regionally accredited college. OR b. Obtain a satisfactory score on a mathematics competency examination used district-wide for graduation.

**Table 2: General Education Requirements for AA/AS Degrees**

I: Humanities – One course from the following (3 units minimum)

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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II: Languages and Rationality – To include at least one course from ‘a.’ and one course from ‘b.’ (total of 6 units minimum)

a. English Composition (3 units minimum)

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<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>BUS 310; ENGED 305; ENGRW 101, 103, 300</td>
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b. Communication and Analytical Thinking (3 units minimum)

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>ACCT 301, 302; CISC 310*; CISP 350, 360, 370, 400; COMM 301, 311, 315, 331, 361, 363; ENGCW 400, 410, 420, 430; ENGRD 310; ENGRW 302; HIST 402; JOUR 300; MATH 100, 102, 105, 106, 112, 120, 125, 300, 310, 335, 341, 343, 344, 350, 351, 370, 400, 401, 402, 410, 420; MGMT 360; PHIL 300, 320, 325, 328; PSYC 330, 335; SOC 305*; STAT 300</td>
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III: Living Skills – To include at least one course from ‘a.’ and one course from ‘b.’ (total of 3 units minimum)

a. One course (minimum) from Physical Education**

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<th>Course Code</th>
<th>Course Title</th>
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b. One course (minimum) from Life Development Skills (2 units minimum)

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<th>Course Code</th>
<th>Course Title</th>
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<tr>
<td>ADT 498; ANTH 498; BUSTEC 302, 306; CAM 498; CISC 302, 310, 498; CMT 498; COMM 321; CEE 312, 314, 350, 415, 498; ENGED 320; FCS 312, 314, 322, 324; FT 498; HCD 112, 122, 132, 310, 333, 334, 340, 346; HEED 300, 312, 313, 314, 320, 350; HSER 302; INDIS 313; JOUR 330; LIBR 318, 325; MATH 315; MEDA 298; NUTRI 300, 320, 322; PET 301, 302, 330, 403, 409; PSYC 353*, 354, 356, 358, 360, 372; SOC 310; VT 298; WEXP 19B, 298, 498</td>
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Note: The 3-unit requirement for category 'III. Living Skills' can also be fulfilled by Military Service Credit (Honorable discharge) with a minimum of one (1) year active duty service. Please submit a copy of form DD214 to the Admissions Office as verification.

IV: Natural Sciences – To include at least one course from the following (3 units minimum)

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<th>Course Code</th>
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<tbody>
<tr>
<td>ANSC 300, 301; ANTH 300; ASTR 300; BIOL 302, 303, 307, 310, 342, 350, 351, 366, 400, 401, 410, 420, 430, 440, 462, 470, 481; CHEM 305, 306, 307, 321, 332, 400, 410; ENGCW 300, 305, 306, 331, 482; GEOL 300, 305, 310, 330, 342, 345, 351; HONOR 383, 384; HORT 300, 302; PHYS 310, 311, 350, 370, 411; PLTS 300, 310; PS 302; PSYC 312</td>
<td></td>
</tr>
</tbody>
</table>

- Categories V and VI continued on next page -

* Courses with an asterisk (*) are listed in more than one category but may be used to satisfy a requirement in ONLY ONE GENERAL EDUCATION CATEGORY (see Categories I. through V).
** Students with medical excuses on file may enroll in Adapted PE (ADAPT), or be exempt from this requirement; students receiving this exemption for any reason must complete a minimum of three units under Category III.b. listed above.
# These Ethnic/Multicultural Studies courses can also satisfy the appropriate General Education requirements, as well (see Categories I. through V).
TABLE 2: GENERAL EDUCATION REQUIREMENTS FOR AA/AS DEGREES

<table>
<thead>
<tr>
<th>Category</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>V: Social and Behavioral Sciences</td>
<td>To include at least one course from ‘a.’ and one course from ‘b.’ (6 units minimum)</td>
</tr>
<tr>
<td>a. One course from American Institutions (3 units minimum)</td>
<td>HIST 312, 313, 314, 320, 321, 331, 371; POLS 301</td>
</tr>
<tr>
<td>b. One course from Other Social and Behavioral Sciences (3 units minimum)</td>
<td>AGS 321; ANTH 310#, 319#, 320, 330#, 332#, 334#, 341, 360, 374; BUS 320, 330#, 345; COMM 325#, 341, 480; ECON 100, 302, 304, 320; GEOG 310#, 320#, 322#; HIST 301, 302, 307, 308#, 344#, 360, 370, 373; HONOR 340, 370; JOUR 310, 320#; PHIL 360; POLS 302, 310, 312, 313, 314, 315; PSYC 300, 320, 340, 353*, 368#; RTVF 300; SOC 300, 301, 305*, 321#, 341; SOCCSC 320, 325#, 330#, 360, 480</td>
</tr>
<tr>
<td>VI: Ethnic/Multicultural Studies</td>
<td>To include one course from the following (3 units minimum)</td>
</tr>
<tr>
<td>ANTH 310#, 319#, 330#, 332#, 334#; ARTH 328#, 332#; BUS 330#; CAM 302; COMM 325#; ECE 430; ENGLT 336#, 340#, 343#, 345#, 360#; GEOG 310#, 320#, 322#; HIST 309#, 344#; HUM 324#, 331#, 332#; JOUR 320#; MUHFL 330#; NUTRI 310; PHIL 304#, 352#; PSYC 368#; SOC 321#; SOCCSC 325#, 330#; TA 306#</td>
<td></td>
</tr>
</tbody>
</table>

* Courses with an asterisk (*) are listed in more than one category but may be used to satisfy a requirement in ONLY ONE GENERAL EDUCATION CATEGORY (see Categories I. through V).  
** Students with medical excuses on file may enroll in Adapted PE (ADAPT), or be exempt from this requirement; students receiving this exemption for any reason must complete a minimum of three units under Category III.b. listed above.  
# These Ethnic/Multicultural Studies courses can also satisfy the appropriate General Education requirements, as well (see Categories I. through V).
College Wide Student Learning Outcomes

Overarching Goal
Students will experience a rich and inclusive learning environment that assists them in developing habits of intellectual inquiry, a significant base of knowledge and skills, and a broad pluralistic perspective of the world.

AREA 1: COLLEGE OUTCOMES RELATED TO GRADUATION COMPETENCIES
Learning expectation related to graduation competencies: Students will experience an academically rigorous learning environment that challenges them to develop the critical verbal, written, and quantitative skills needed to analyze complex issues.

College Outcomes Area 1: As the result of a variety of learning experiences, students will be able to:
- Use quantitative reasoning (e.g. mathematics) to solve problems.
- Express ideas and facts clearly and completely in a variety of written formats.
- Comprehend and analyze written material and evaluate arguments from reading material.
- Speak and listen critically and recognize the value of a wide range of communication styles.
- Use the English language proficiently.

AREA 2: COLLEGE OUTCOMES RELATED TO GENERAL EDUCATION
Learning expectations related to general education: Students completing any of the GE patterns will develop an understanding of the basic concepts and major modes of inquiry used in a variety of disciplines.

College Outcomes Area 2: As the result of a variety of learning experiences, students will be able to:
- Articulate an awareness of a variety of disciplinary perspectives and the relevance of those perspectives to one's own life.
- Correctly utilize the basic vocabulary of several disciplines.
- Utilize, at a basic level, the tools of inquiry and information acquisition of several disciplines.
- Demonstrate the intellectual skills, creative capabilities, values, and attitudes that will make them effective learners and citizens.
- Demonstrate an awareness of the connections between disciplines.

Note: These outcomes are further developed and expanded by the CRC GE Program Outcomes

AREA 3: COLLEGE OUTCOMES RELATED TO PROGRAM COMPLETION
Learning expectation related to program completion: Students completing a degree, disciplinary transfer program, or certificate will develop a depth of understanding, including critical cognitive, psychomotor and affective skills, in at least one discipline (transfer or occupational).

College Outcomes Area 3: As the result of a variety of learning experiences, students will be able to:
- Use of the modes of analysis and critical thinking in the major discipline of study * as applied to significant problems.
- Communicate a complex understanding of content matter of the major discipline of study.
- Demonstrate competence in the skills essential to mastery of the major discipline of study.
- Use information resources to gather discipline-specific information.
- Explain the importance of the major discipline of study in the broader picture of society.

* “major discipline of study” = the discipline in which the student completes program

AREA 4: COLLEGE OUTCOMES RELATED TO STUDENT DEVELOPMENT AS SELF-RELIANT LEARNERS
Learning expectation related to student development as self-reliant learners: Students will make progress toward becoming engaged and self-reliant learners demonstrating habits of intellectual inquiry and striving toward their maximum potential.

College Outcomes Area 4: As the result of a variety of learning experiences, students will be able to:
- Actively engage in intellectual inquiry beyond that required in order to pass classes.
- Identify personal goals and pursue those goals effectively.
- Confidently seek out the information and resources needed to develop academically and personally.
- Incorporate what is learned at school into daily life and use this information to make positive personal, educational and career choices.
- Utilize skills from the “academic tool kit” including time management, study skills, etc.
- Be actively involved in campus life and express a sense of engagement with the campus culture.

AREA 5: COLLEGE OUTCOMES RELATED TO SOCIETY, ETHICS, AND PLURALISM
Learning expectation related to society, ethics and pluralism: Students will become more prepared to contribute to a diverse democratic society with a pluralistic perspective of the world

College Outcomes Area 5: As the result of a variety of learning experiences, students will be able to:
- Participate in the larger community beyond campus in a positive manner demonstrating an understanding of personal responsibility in the larger context.
- Undertake thoughtful consideration of divergent points of view and utilize multiple perspectives in considering information.
- Develop a foundation for cultural pluralism, a rejection of previous personal prejudices, and knowledge of and comfort with others unlike themselves.
- Recognize the ethical dimensions of decisions and actions as well as demonstrate the ability to engage in the ethical reasoning necessary to exercise responsibility as an ethical individual, professional, local, and global citizen.
- Demonstrate civility, empathy, interpersonal competence, social responsibility, and peaceful conflict resolution.
General Education Student Learning Outcomes

AREA 1: GENERAL EDUCATION
Upon completion of the general education curriculum at Cosumnes River College the student will have achieved proficiency in all of the following general skills.

Critical Thinking:
- a. Students will identify important questions and points, distinguish interpretations and opinions from more factual information, and construct an accurate interpretation of the viewpoints and reasoning of a written or spoken text.
- b. Students will present information in an organized manner.
- c. Students will evaluate information or data for quality, validity and bias to determine if it is objective and reliable.

Information Acquisition and Analysis:
- a. Students will access, synthesize and evaluate information using a variety of print and electronic sources including computer networks.
- b. Students will utilize technological resources in order to explore and express information.
- c. Students will determine the extent of information needed, evaluate the information and its sources critically, and ethically and legally apply gathered information to personal and community issues.

Ethical Capacities:
- a. Students will apply ethical reasoning skills within the various GE areas and work toward a personal resolution of ethical issues.
- b. Students will show an appreciation of ethical principles as applied to personal and civic choices.
- c. Students will realize and apply the responsibility to use knowledge wisely.
- d. Students will assume civic, political, and social responsibilities locally, nationally and internationally.

AREA 2: DISCIPLINE SPECIFIC SKILLS
(Graduation Requirements)

Natural Sciences (C1)
Upon completion of this GE requirement the student will have satisfied all of the following:
- a. Students will explain the core perspectives of the scientific method and apply it to at least one scientific discipline.
- b. Students will solve introductory problems of a conceptual and/or numerical nature of at least one scientific discipline.
- c. Students will accurately apply the basic vocabulary and concepts of at least one scientific discipline verbally and in writing.
- d. Students will recognize the use and misuse of scientific concepts in society including politics and the media.

American Institutions (C2)
Upon completion of this GE requirement the student will have satisfied all of the following:
- a. Students will describe both verbally and in writing the historical development of American political, social and cultural institutions including the key individuals and/or movements and their motivations.
- b. Students will demonstrate an understanding of the basic national, state and/or local political processes including the US Constitution and the rights and obligations of citizenship through responsible engagement in civic duties.
- c. Students will describe both verbally and in writing the role of diverse ethnic, religious and social groups in American political, economic and social development.

Social and Behavioral Sciences (C3)
Upon completion of this GE requirement the student will have satisfied all of the following:
- a. Students will accurately apply the basic vocabulary and concepts of at least one social or behavioral science discipline verbally and in writing.
- b. Students will examine the possible causes and suggest solutions to introductory problems of a conceptual nature using the methods of at least one social or behavioral scientific discipline.
- c. Students will recognize the use and misuse of social and behavioral science concepts in society including politics and the media.

Humanities and Arts (C4)
Upon completion of this GE requirement the student will have satisfied all of the following:
- a. Students will demonstrate an appreciation of artistic endeavors, cultural expressions, ideas and/or institutions through non-empirical, analytic, interpretive studies and critical thinking projects.
- b. Students will articulate the development of and relationships between different civilizations, cultural traditions, ideas and/or institutions through the application of non-empirical, analytical reasoning.
- c. Students will demonstrate the ability to critically evaluate analyses and interpretations (including significant historical or contemporary analyses and interpretations) of arts, ideas, skills (including language), and/or institutions.
- d. Students will clearly express their own analyses and interpretations of arts, ideas, skills (including language), and/or institutions, and will properly use the vocabulary appropriate to the field.

English Composition (C5a)
Upon completion of this GE requirement the student will have satisfied all of the following:
- a. Students will express their ideas clearly in well-organized written messages.
- b. Students will use correct and appropriate conventions of mechanics, usage, and style in written communication.
- c. Students will comprehend main ideas and reasonably interpret written information.
- d. Students will properly document sources of information.

Communication (C5b)
Upon completion of this GE requirement with a communications course (COMM, MGMT), the student will have satisfied all of the following:
- a. Students will conduct audience analysis to design an appropriate purpose, topic, style and speech structure within formal presentations.
- b. Students will construct an effective presentation to a specific topic by collecting relevant information and employing credible evidence with proper documentation.
- c. Students will express appropriate nonverbal messages to audiences that adhere to proper conventions of delivery (e.g., eye contact, movement, gestures, vocal qualities, effective presentational aids, etc.).
- d. Students will listen effectively to comprehend spoken messages, analyze information critically and consider multiple perspectives.
- e. Students will determine and use appropriate communications technologies to convey information.
Analytical Thinking (C5b)
Upon completion of this GE requirement with an analytical thinking course (ACCT, CISC, CISF, ENGWFR, ENGOW, HIST, JOUR, PHIL, PSYCH 335, SOC), and dependent upon the courses taken to fulfill it, the student will have satisfied at least two of the following:

a. Students will organize information utilizing logical structure of inductive and/or deductive forms.
b. Students will construct an accurate and/or logical interpretation of reasoning while applying a framework of analytic concepts.
c. Students will analyze reasoning processes to evaluate issues, value judgments or conclusions that determine the quality, validity, and/or reliability of information.
d. Students will recognize and identify inference, bias, narrowness, and/or contradictions within points of information.

Quantitative Reasoning (C5b)
Upon completion of this GE requirement with a quantitative reasoning course (MATH, STAT, PSYCH 330) the student will have satisfied all of the following:

a. Students will effectively organize, present, interpret and summarize quantitative information using symbolic, numerical and graphical methods.
b. Students will solve problems by evaluating the available information and classifying the type of problem, choosing an appropriate technique, applying the technique accurately, and verifying whether or not the result is reasonable.
c. Students will use appropriate quantitative skills including arithmetic and basic algebra to solve problems applicable to occupational and personal activities.

Living Skills (C6)
Upon completion of this GE requirement and dependent upon the courses taken to fulfill it, the student will have satisfied at least one of the following:

a. Students will demonstrate concepts of physical and emotional wellness to make wise lifestyle choices and will develop the skills and competencies to understand themselves as whole persons (integral to their environment).
b. Students will establish daily habits for caring for their bodies including appropriate physical activities in order to maintain or improve physical and mental health and prevent illnesses.
c. Students will identify aspects of social, physical, and/or emotional well-being for the community while considering present and future conditions in society.
d. Students will recognize the need for healthy personal relationship and lifestyle with members of their family and community.
e. Students will be able to understand and apply the scientific method to health, fitness and nutrition information to determine the validity of that information and in so doing, understand the relationship between scientific research and established knowledge.
f. Students will develop skills and competencies for effective and competitive workforce performance.
g. Students will demonstrate information competency through the ability to locate, evaluate, and effectively use needed information ethically and legally, while understanding the economic, legal, and social issues surrounding the use of information.

Ethnic/Multicultural Studies (D)
Upon completion of this GE requirement the student will have satisfied all of the following:

a. Students will become effective citizens of a diverse and multicultural society, will demonstrate thoughtful consideration of divergent points of view, and will develop a foundation for cultural democracy based on a respect for cultural diversity.
b. Students will critically analyze cultural issues to recognize tendencies towards bias and stereotyping, understand the implications of bias on societal and individual health, and will stand up for themselves or others in the face of bias.
c. Students will recognize, appreciate and understand intra-cultural diversity and the cultural practices of historically underrepresented groups in the United States as well as the contributions of non-Eurocentric cultures to world civilization or the United States.
d. Students will demonstrate verbally and in writing an understanding of the various aspects of culture beyond race and ethnicity.
e. Students will demonstrate comfortable, empathetic interaction with people from diverse backgrounds.
f. Students will construct a knowledgeable and confident self-identity, and will exhibit through their actions, speech, or writing, a foundation of cultural understanding and respect.
Cosumnes River College offers certificate and degree career/technical programs to students planning to enter occupations directly upon completing their work at the college. The College also offers two-year general education curricula for students who do not seek intensive training for specific jobs but rather desire to broaden their cultural backgrounds or become more effective citizens and/or parents. Many four-year institutions will give partial or full credit for courses in these areas completed with acceptable grades; however, this degree program is not specifically designed for students planning to transfer to four-year institutions. Some specific degree programs, however, are directly aligned with 4-year programs.

**DEGREE PROGRAMS**

Students majoring in a two-year curriculum and planning to graduate with the Associate in Arts or Science degree must comply with the graduation requirements listed in this catalog. Candidates for graduation must file a petition for graduation. Check the Academic Calendar (page 1) in this catalog and class schedule for the last date to file for graduation.

**CERTIFICATE PROGRAMS**

Certificate programs have been developed to assist those already employed in business and industry or those who desire to upgrade their skills or acquire specialized training, but who do not wish to pursue a degree program at the college. A planned sequence of courses has been developed with the assistance of community advisory committees. Upon completion of required courses, a Certificate of Completion is awarded. Although some equivalent coursework at other accredited institutions might apply toward a Certificate of Completion, a grade of “C” or higher is required in each course leading to a certificate. A minimum of twelve (12) units must be completed at Cosumnes River College.

Students who qualify for a Certificate of Completion in any of the certificate programs listed in this catalog may petition for the issuance of the Certificate of Completion through the Admissions and Records Office.

Please go to the specific programs of study on pages 46-328 of this catalog for details.

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**COMMENCEMENT EXERCISES**

All students expecting to graduate must complete a petition for graduation available in the Admissions and Records Office and Counseling Center by the date published in the academic calendar.

Students may graduate at the end of the fall semester, end of the spring semester, or end of the summer sessions. Because commencement ceremonies are held only once a year in May, students who will complete their degree requirements during the following summer may attend the May commencement ceremonies with special arrangements made through the Student Development Office. Those who complete their Associate in Arts or Associate in Science degree requirements in fall or spring are invited to attend the May ceremonies.

**CATALOG RIGHTS REGARDING GRADUATION**

Students attending regular sessions at any California community college, any California State University, the University of California, or any accredited institution of higher education, or any combination of same, may elect to meet the requirements in effect at the Los Ríos college from which they intend to graduate as follows:

- Requirements in effect at the time of admission to a Los Ríos college; or
- Requirements in effect at the time the student originally enrolled in a regionally accredited college or university; or
- Requirements in effect at the intended date of graduation from a Los Ríos college.

A college may authorize or request substitution for discontinued courses. Students changing their major field of study may be required to complete those requirements in effect at the time of the change of major. Students must have attendance in at least one session (i.e. quarter, semester, or summer session) in each calendar year. Absence for attendance at another accredited institution will not be considered an interruption in attendance.
In addition to regularly scheduled credit classes, students may receive college credit for participation in the following alternative credit and study options:

**ADVANCED PLACEMENT TESTS (CEEB)**

Students enrolling at Cosumnes River College may be awarded units of credit for each Advanced Placement examination they have passed with scores of 3, 4, or 5 given the course work is compatible with the college’s curriculum. After successfully completing 12 units at Cosumnes River College, a student in good standing may submit their Advanced Placement test scores to the Admissions and Records Office for evaluation of college credit. A maximum of 15 units may be earned by examination. Credit/units posted will only be used when evaluating an A.A. or A.S. degree or certificate but grades are not awarded. Credit may not be earned for courses which duplicate credit already allowed for Advanced Placement examinations. All other tests must be submitted to the area dean by petition for consideration of credit allowance.

If a student is interested in transferring to a university to pursue a bachelor's degree, it is critical that they meet with a counselor since the admission and transfer requirements are different at each institution. For example, some universities may not accept credit/no credit grading as meeting the requirements for a given major.

<table>
<thead>
<tr>
<th>Course Exam</th>
<th>AP Score</th>
<th>CRC Equivalency</th>
<th>Credit Allowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART</td>
<td>3, 4, 5</td>
<td>ARTH 300</td>
<td>3 units</td>
</tr>
<tr>
<td>Art History</td>
<td>3, 4, 5</td>
<td>No credit</td>
<td></td>
</tr>
<tr>
<td>Art Studio</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMPUTER SCIENCE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Exam A</td>
<td>4</td>
<td>CISP 360</td>
<td>4 units</td>
</tr>
<tr>
<td>Exam A</td>
<td>5</td>
<td>CISP 401</td>
<td>4 units</td>
</tr>
<tr>
<td>Exam AB</td>
<td>3</td>
<td>CISP 360</td>
<td>4 units</td>
</tr>
<tr>
<td>Exam AB</td>
<td>4, 5</td>
<td>CISP 400 and 401</td>
<td>8 units</td>
</tr>
<tr>
<td>ECONOMICS</td>
<td>3, 4, 5</td>
<td>ECON 302</td>
<td>3 units</td>
</tr>
<tr>
<td>Macroeconomics</td>
<td>3, 4, 5</td>
<td>ECON 304</td>
<td>3 units</td>
</tr>
<tr>
<td>Microeconomics</td>
<td>3, 4, 5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGLISH</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>English Lit/Comp</td>
<td>3</td>
<td>ENGW 300</td>
<td>3 units</td>
</tr>
<tr>
<td>English Lit/Comp</td>
<td>4, 5</td>
<td>ENGW 300 &amp; 301</td>
<td>6 units</td>
</tr>
<tr>
<td>FOREIGN LANGUAGES</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spanish</td>
<td>3, 4, 5</td>
<td>SPAN 401 &amp; 402</td>
<td>8 units</td>
</tr>
<tr>
<td>HISTORY / Government &amp; Politics</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>United States History</td>
<td>3, 4, 5</td>
<td>History 312 &amp; 313</td>
<td>6 units</td>
</tr>
<tr>
<td>Government and Politics</td>
<td>3, 4, 5</td>
<td>History 312 &amp; 313</td>
<td>6 units</td>
</tr>
<tr>
<td>MATH</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Calculus AB</td>
<td></td>
<td>See counselor</td>
<td></td>
</tr>
<tr>
<td>Calculus BC</td>
<td></td>
<td>See counselor</td>
<td></td>
</tr>
<tr>
<td>Statistics</td>
<td></td>
<td>See counselor</td>
<td></td>
</tr>
<tr>
<td>MUSIC</td>
<td>3, 4, 5</td>
<td>MUFHL 400</td>
<td>4 units</td>
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<tr>
<td>Music Theory</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>PSYCHOLOGY</td>
<td>3, 4, 5</td>
<td>Social Science</td>
<td>3 units</td>
</tr>
<tr>
<td>Psychology</td>
<td>3, 4, 5</td>
<td>GE credit</td>
<td>3 units</td>
</tr>
<tr>
<td>Psychology</td>
<td>5</td>
<td>PSYC 300</td>
<td>3 units</td>
</tr>
</tbody>
</table>

**COLLEGE LEVEL EXAMINATION PROGRAM (CLEP) - GENERAL EXAMINATIONS**

After completing 12 units at Cosumnes River College, a student in good standing may submit scores on General Examinations from the College Level Examination Program (CLEP) to the Admissions and Records Office for college credit evaluation. A maximum of 24 units of credit may be granted toward completion of the general education requirements with the exception of the English requirement. No credit is granted for CLEP Subject Examinations. Scores must be at least in the 50th percentile.

Students should be aware that some two-year and four-year colleges have the right to accept, modify, or reject the CLEP units. Students should meet with a counselor for more information on College Level Examination Program (CLEP).

<table>
<thead>
<tr>
<th>Course Exam</th>
<th>Credit Allowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mathematics Exam</td>
<td>6.0 Units of Mathematics</td>
</tr>
<tr>
<td>Humanities Exam</td>
<td>6.0 Units of Humanities</td>
</tr>
<tr>
<td>Natural Sciences Exam</td>
<td>6.0 Units of Natural Science</td>
</tr>
<tr>
<td>Social Sciences and History Exam</td>
<td>6.0 Units of Social Science/History</td>
</tr>
</tbody>
</table>

Actual credit awarded may be affected by coursework previously taken.
CREDIT BY EXAMINATION

Credit by Examination is a process by which students may earn credit in recognition of knowledge and skills gained from previous experience or training when such knowledge and skills are deemed to be substantially similar to the student learning outcomes of the course for which credit is being sought. A student, who meets the following requirements, may receive credit for some courses by passing an exam:

- Completed 12 units at Cosumnes River College
- Have a cumulative GPA of 3.00 or better at CRC

Under special circumstances these requirements may be waived by petition to the Dean of Student Services and Enrollment Management.

A maximum of 15 credit units of catalog courses may be earned through Credit by Examination. Credit by Examination may not be applicable to all courses. Eligibility for Credit by Examination is NOT permissible under the following situations:

- The student has completed or enrolled in a more advanced course, which follows this course in sequence.
- The course (or its equivalent) appears on the student’s transcript with a grade other than a W.
- The student does not meet the pre-requisite or co-requisite for the course.
- The exam would duplicate coursework for which credit was granted previously.
- The student has completed a grade of "Credit" or "No Credit" to the Admissions and Records Office. See "Credit No/Credit" Grading for further information.

Please follow these steps to participate:

1. Find a professor who is willing to administer the exam. The examining instructor determines the scope and form of the exam.
2. Complete the appropriate paperwork at the Admissions and Records Office. Staff will verify your eligibility.
3. Have the examining professor sign the petition and schedule the examination.
4. Have the appropriate area dean sign the petition.
5. Return the completed petition to the Admissions and Records Office for enrollment in a test section and, payment of appropriate enrollment fees.
6. Take the exam as scheduled. (The examining professor will submit a grade of “Credit” or “No Credit” to the Admissions and Records Office. See “Credit No/Credit” Grading for further information.)

Please note that all Cosumnes River College policies are in effect with respect to Credit by Examination, except as indicated above.

CREDIT FOR MILITARY SERVICE

Credit for military service is granted upon presentation of papers showing honorable discharge from active duty of one year or more in the United States armed forces. A veteran may receive four (4) units of elective credit by submitting a copy of the DD 214 separation papers and a petition. Veterans may also receive credit for satisfactory training completed in service school.

After enrolling at CRC, a veteran may apply for evaluation of military service experience for college credit. A copy of the veteran’s DD214 (member copy 4) separation paper MUST be submitted at the Veterans Services Office and a petition completed after the first semester of attendance. Credit granted for military service is based on A Guide to the Evaluation of Educational Experiences in the Armed Services, published by the American Council on Education. Students in the six-month reserve training program are not eligible for military credit. This is in accordance with the recommendation of the American Council on Education.

HONORS PROGRAM & HONORS SOCIETY

The Cosumnes River College Honors program is designed specifically for academically accomplished students—and those seeking a challenge with the ability and desire for high achievement. Through its series of special Honors courses, the program provides opportunities for intellectual growth beyond those generally found in most lower division programs. Designed for motivated students, these one to three unit courses are intended to augment and enhance a student’s knowledge and educational experience. In the broad plan of the program, some of these courses are linked to a particular course and are intended to provide in-depth, rigorous treatment of certain related topics. These classes may require concurrent or previous enrollment in another course.

Prospective Honors Program students should possess the ability to think and work independently, to write clearly and purposefully, and to cooperate in the spirit of discovery and understanding.

Honors courses are special intensive courses in which students will confront and attempt to resolve difficult questions that arise in a careful study of the issues found in the discipline(s). Honors students are expected to research aspects of these questions and present their findings to the class in written form for seminar discussion. Field trips to attend events or to conduct research may be an integral part of the Honors course experience. Students who successfully complete units from Honors courses may be able to count these units as part of the Transfer Breadth Requirements. Students who complete 15 units or more in honors-designated courses will earn special recognition as an Honors Scholar, a distinction that may entitle the student to guaranteed transfer scholarship opportunities at select transfer colleges and universities.

Students interested in applying for membership in the Honors Program should contact the Honors Director (L-310) or the Vice President for Instruction and Student Learning (College Center) for application materials.

Alternative Credit & Study Options

While You Are Here
ONLINE INSTRUCTION

Cosumnes River College offers instruction via the Internet. Learning opportunities using this medium will come in two modes. In the first, all or most course instruction takes place online through the use of materials and activities posted on an Internet site. In the second mode, the instructor of a class that meets face-to-face in the traditional way may use the Internet to post learning materials, resources and assignments, as well as provide individual contact with students through e-mail or other electronic means. Registration and rules governing these courses are the same as those of traditional in-class courses.

ROTC

Aerospace Studies: Air Force ROTC is available to Cosumnes River College students through a program offered at CSU, Sacramento. There is no obligation to join the military to take the courses. Students may take courses to explore an interest in a military career. Two-, three-, and four-year programs are available, leading to a commission in the United States Air Force. Scholarships are available to qualified students. Classes are conducted at CSUS. Topics include military history, management, leadership, problem solving, ethics, public speaking, world politics, international relations, and current events.

To apply for the program or for more information, contact the Unit Admissions Officer at (916) 278-7315. It is recommended that applications be submitted no later than the first semester of the sophomore year.

Military Science: Army ROTC is available to Cosumnes River College students at CSU, Sacramento. Military Science Department offers hands-on training in management and leadership. There is no obligation to join the military by taking the course. The program stresses the following leadership dimensions: oral and written communications, oral presentations (formal briefings), initiative, sensitivity, influence, planning and organizing, delegation, administrative control, problem analysis, judgement, decisiveness, physical stamina, and mission accomplishment. Also stressed are current events, national and international politics, military affairs, ethics training, and human relations with emphasis on eliminating racial and gender discrimination. Management and leadership are taught using the U.S. Army as a model. Two and three year scholarships are available, covering up to $9,000 per year for tuition, $225 per semester for books and supplies, $200 per semester for lab fees, and $150 a month tax free stipend during the academic year.

To apply for the program or for more information, contact the Unit Admissions Officer at (916) 278-7682. It is recommended that applications be submitted no later than the first semester of the sophomore year.

SPECIAL STUDIES

Experimental Offerings
An experimental offering is a course that is offered on a trial basis. Students enroll in experimental offerings through the regular registration process. Note: Transfer institutions may not accept units earned in experimental offerings.

Independent Studies
An Independent Studies project involves an individual student or small group of students in study, research, or activities beyond the scope of regularly offered courses.

Students may petition to enroll in one to three units in a single department per semester, with a maximum of six (6) units of Independent Studies allowed per semester. A maximum of nine (9) units of Independent Studies is allowed toward graduation requirements. Anyone may apply for permission to pursue an Independent Studies project that is designed to foster special knowledge, skills, and experience not available in any one regularly scheduled course. It is the student’s responsibility to develop a program of study and evaluation approved by the supervising instructor. Petitions should be filed prior to the end of the eighth week of classes. (See Academic Calendar - page 1)

Students can normally expect to successfully accomplish only one such project per semester, as one unit of credit represents approximately 54 hours of work.

It is recommended that students, prior to enrolling, complete college courses or have actual experience and training in the field in question. To obtain special studies credit, the student must:

- Discuss and outline the proposal with the supervising instructor
- Obtain an application from the area dean’s office
- Submit the completed application to the supervising instructor who will obtain the necessary approval, and
- Upon approval, register for Independent Studies 295 or 495 in the Admissions and Records Office

NOTE: Transfer institutions may or may not accept special studies units.
While You Are Here

STUDY ABROAD PROGRAMS

Your assignment is to visit and record your reactions to the Mona Lisa in Paris, or to ride to the top of the London Eye, or to discover the narrowest street in Florence. Studying abroad can be the most fascinating and life-changing experience students will have in the whole course of their college careers. Living and studying in a completely different culture challenges students to re-examine their basic attitudes and outlooks, and helps them become globally aware and culturally competent. The Study Abroad program is learning 24 hours a day, seven days a week when the classroom is an entire country and culture. Plus, it is incredible fun.

The Los Rios Community College District colleges offer study opportunities in cooperation with the American Institute for Foreign Study. Programs take place in both summer sessions and full semesters. Classes are taught in English by community college faculty from Los Rios and other consortium colleges, and students take 12 units of GE classes—the same classes that are offered in the community colleges here. Programs are offered on a rotating basis in London, Paris, Madrid, Florence and Dublin, and have enriched curriculum that include travel and field trips, cross-cultural experiences, and resources not available at home to enhance the learning process.

For more information on how to apply for Study Abroad programs call the Study Abroad office at (916) 691-7187 or visit the CRC home page and click on the Study Abroad link, which will take you to the Study Abroad Consortium home page at www.crc.losrios.edu/abroad.

TELEVISED INSTRUCTION

Cosumnes River College’s televised instruction provides a different way for students to take courses toward an Associate of Arts or Associate of Science Degree, certificate or transfer. Taking the courses at home or at a convenient outreach center can save time, money and transportation or childcare costs.

CRC offers two types of televised instruction:

Interactive Television
The instructional television system brings students live, interactive classes, broadcast from the main campus in Sacramento to outreach centers throughout the district, and over several area cable systems. Students participate in classes by telephone (toll free) to report attendance and ask questions or participate in discussions. Students need to attend on-campus classes only to take exams, with accommodations made for student schedules. Class materials may be picked up or mailed. Assignments may be faxed or mailed to instructors. Student participation is expected.

Telecourses
Telecourses are lessons on video carried over cable television. Students may tape programs for later viewing, but must attend an orientation and a specified number of lectures with the local instructor. Orientations and follow-up meetings are scheduled for various campuses. Assignments may be mailed, faxed, or in some cases, e-mailed to the local instructor.

CRC also serves sites located at businesses, schools, fire stations and community centers. For more information, call (916) 691-7289 or consult the current class schedule.

COOPERATIVE WORK EXPERIENCE EDUCATION & INTERNSHIPS

(See Work Experience section, page 327)
UNIT OF WORK

College work is measured in terms of the semester “unit.” In recitation-lecture courses, one hour in the classroom and two hours of study preparation per week constitute a unit of work. In the laboratory, three hours in the classroom per week with no outside study constitute one unit of work. Students can find the number of units of credit with each course description.

GRADUES AND GRADE POINT AVERAGES

At the end of each semester or summer session, a report of academic performance is made for every course undertaken. The grading standards, with their grade point equivalents, are as follows:

A - Excellent .............................................. 4 grade points per unit
B - Good .................................................. 3 grade points per unit
C - Satisfactory ......................................... 2 grade points per unit
D - Passing, less than satisfactory ....................... 1 grade point per unit
F - Failing, .................................................. grade points, no units earned

CR - Credit.................................................. Not computed in GPA, but affects progress, probation and dismissal
NC - No Credit ........................................... Not computed in GPA, but affects progress, probation and dismissal
I - Incomplete ............................................ Not computed in GPA, but affects progress, probation and dismissal
IP - In Progress......................................... Course transceeds semester limitation
W - Withdrawal........................................... Not computed in GPA, but affects progress, probation and dismissal
MW - Military Withdrawal.......................... Not compiled in GPA and does not affect progress, probation and dismissal

“CREDIT-NO CREDIT” GRADING

A student may elect one course per semester to be graded on a Credit or a No Credit basis. A request card must be filed with the Admissions and Records Office for this option prior to the deadlines published in the class schedules and in the calendar at the front of this catalog. The equivalent of an “A,” “B” or “C” received for the course will be recorded as “CR,” with units earned. The equivalent of “D” or “F” will be recorded as “NC,” with no units earned. Units attempted for Credit-No Credit grades are not computed in the grade point average, but are used for determining Probation and Dismissal. (See following page.)

A maximum of 15 credit units may be applied toward the Associate in Arts or Science degree.

Once elected, the Credit-No Credit grade may not be changed to a letter grade (“A”, “B”, “C”, “D”, “F”) assigned by the instructor.

Grades of “INCOMPLETE”

An incomplete grade, “I,” may be assigned by the instructor when, in the judgment of that instructor, the student is unable to complete the course requirements before the end of the semester due to unforeseeable, emergency and justifiable circumstances. To receive credit for the course, the incomplete work must be finished no later than one year from the end of the semester in which it was assigned. A final grade will be assigned when the incomplete work has been finished and evaluated, or when the time limit for completing the work has elapsed. A student receiving an incomplete may NOT re-enroll in the course. A student may petition for a time extension due to extenuating circumstances.

Grades of “W” WITHDRAWAL FROM CLASS

A student may officially withdraw from a class without notation on the permanent academic record prior to the point in which 30% of a class has occurred. Withdrawals occurring after this time and before the point in which 75% of the class has occurred shall result in a “W” notation being made on the permanent academic record. Official withdrawals are those that have been processed via eServices or by staff in the Admissions and Records Office. Students should consult the Schedule of Classes for any given semester to obtain these important dates.

“Ws” are used for determining Progress Probation and Progress Dismissal. Under extenuating circumstances (verified cases of accidents, illness or other circumstances beyond the control of the student), a student may petition for withdrawal at any other time. After consultation with the instructor and with administrative approval, such withdrawal may be recorded as a “W.”

Military or Medical withdrawal is available when supporting documentation showing orders compelling a withdrawal is provided along with a student petition.

GOOD STANDING

Both quality of performance and progress toward completion of objectives are considered in determining a student’s eligibility to attain or remain in good standing and attendance at a Los Rios college. A student merits good standing only by completing 12 or more semester units with a 2.0 GPA on a 4-point grading scale and by completing 50 percent or more of all enrolled units.

It is the instructor’s responsibility to notify the student, at the mid-term date, if (and only if) that student is making less than satisfactory progress.

ACADEMIC HONORS

Each semester, honors may be earned by students enrolled in 12 units or more, nine (9) of which must be graded on a letter grade basis exclusive of Credit (CR). Students will be placed on the Honors List if they earn a grade point average of at least 3.0. If they earn a grade point average of 3.5 or better, they will be placed on the Highest Honors List.
HONORS AT GRADUATION

Students who maintain a high scholarship average are eligible for honors at graduation. Students who maintain a scholarship average of 3.5 or better are eligible for graduation with highest honors, and students who maintain a scholarship average of 3.0 or better are eligible for graduation with honors. The published lists of students are compiled from the data available at time of publication and may be subject to subsequent revision.

PROBATION

There are two types of probation: academic and progress:

Academic Probation: A student who has attempted at least 12 units is placed on Academic Probation if the student has earned a grade point average below 2.0.

Progress Probation: A student who has enrolled in a minimum of 12 semester units is placed on Progress Probation when “W,” “I,” and “NC” grades are recorded in one half or more of all units in which a student has enrolled.

Unit Limitation:
A student on either Academic or Progress Probation may be limited to 12 units plus a physical education activity course, or to a maximum load recommended by the student’s counselor.

Removal from Probation:
A student on Academic Probation is removed from probation and achieves good standing when the student’s cumulative grade point average is 2.0 or higher.

A student on Progress Probation is removed from probation and placed in good standing when the “W,” “I” and “NC” units drop below one half.

Computations:

\[
\text{Grade Point Average} = \frac{\text{Total Grade Points Earned (divided by)}}{\text{Total Units Attempted with letter grade}}
\]

\[
\text{Progress Percentage} = \frac{\text{Total Units with “W,” “I” and “NC” (divided by)}}{\text{Total Units Enrolled}}
\]

DISMISSAL

Academic Dismissal:
A student on Academic Probation is subject to dismissal when the student earns a cumulative grade point average of less than 2.0 in all units attempted in each of three consecutive semesters.

Progress Dismissal:
A student on Progress Probation is subject to dismissal if one half or more of the units in which the student has been enrolled have recorded entries of “W,” “I” and “NC” in at least three consecutive semesters.

Dismissal Period:
A dismissed student will be required to remain out of college one semester, but may return on probationary status after one semester’s absence.

Appeal Option:
A dismissed student may appeal to the Dean of Counseling and Student Services for permission to enroll without loss of semester if the student feels that extenuating circumstances caused the dismissal. It is the student’s responsibility to detail those circumstances in writing on a petition for readmission after dismissal.

ACADEMIC RENEWAL WITHOUT COURSE REPETITION

Previous substandard work (“D” or “F”) earned at Cosumnes River College may be discounted at the student’s request, if it meets certain criteria. Courses and grades that no longer reflect the student’s current educational objective and current level of academic success may, upon petition, be discounted in the computation of the grade point average. The following conditions must apply:

- A student may have previous substandard work earned within the District alleviated if it is not reflective of a student’s current demonstrated ability according to the following regulations and procedures;
- For purposes of academic renewal, substandard work is defined as a D or F;
- The maximum amount of coursework that may be alleviated is thirty (30) units;
- A minimum of 12 consecutive months shall have elapsed since the end of the semester or summer session in which the work to be alleviated was recorded; and a minimum of twelve (12) semester units (or its equivalent) with a grade of C or Credit or better shall have been attained. The coursework must have been completed at a regionally accredited college;
- All work on the permanent record must remain legible, insuring a true and complete academic history;
- College procedures related to academic renewal will be published in the College catalog and will be implemented by the Office of Admissions and Records;
- Records of academic renewal action shall be kept by the Admissions and Records Office at each college.
ATTENDANCE

The college assumes that students will attend every session of a class for which they are registered. If, however, attendance is irregular, students may be dropped from a particular class. It is nevertheless the responsibility of the students, and not the instructors, to process a class drop by using eServices, or in person with the Admissions and Records Office. Excessive absence is defined as exceeding ten percent (10%) of the total hours of class time. For attendance purposes, the college regards a laboratory session as the equivalent of one class meeting.

Veterans who drop below the number of units required by the Veterans Administration for any reason during a semester, including being dropped from a class for excessive absences, will lose part of their government assistance allowance.

NO SHOW

Students who are not present at the first class meeting may be dropped by the instructor and their seat given to a student from the wait list.

AUDITING COURSES

Cosumnes River College does not permit auditing, which is defined as attending a course or courses, without completing the registration process.

CAMPUS TRAFFIC REGULATIONS

The college has posted both maximum speed limits and designated parking areas. It is the responsibility of all students, staff and visitors to observe and honor these traffic regulations. All violators will be cited.

CHANGE OF ADDRESS

Students must report a change of address immediately to the Admissions and Records Office. Students receiving financial aid must also notify the Financial Aid Office of mailing address changes.

COURSE REPETITION

Generally, each course may be taken only once. There are five exceptions:

- A student may repeat, only once, a course that was taken in which a substandard grade was received. A student may not repeat a course in which he/she earned an Incomplete. A Substandard grade is defined as “D,” “F,” or “NC.” The grade and credits earned in the second enrollment shall be used exclusively in determining the grade points earned for that particular course.

- The college finds that the student’s previous grade is, at least in part, the result of extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the student’s control. Grades awarded for courses repeated under this circumstance shall not be counted when calculating a student’s grade point average.

- The college recommends that a student repeat a course because there has been a significant lapse of time since the student previously took the course. Grades awarded for courses repeated under this circumstance shall not be counted when calculating a student’s grade point average.

- Courses designated as “repeatable” are those listed as such in the college catalog and are designed to enhance students’ skills or performances through supervised repetition.

- Students may repeat courses needed to meet a legally mandated training requirement as a condition of continued paid or volunteer employment.

UNIT LIMITATION

Full-time students’ course programs usually average 12-15 units per semester. This indicates that students normally spend 36-45 hours per week preparing for and attending classes. The college recommends that students carry no more than 18 units during a given semester. Students planning to carry more than 18 units must confer with their counselor and complete a student petition.

STUDENT CLASSIFICATION

<table>
<thead>
<tr>
<th>Part-Time</th>
<th>Full-Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>A student carrying fewer than 12 units</td>
<td>A student carrying 12 or more units</td>
</tr>
<tr>
<td>A student carrying 12 or more units</td>
<td>A student who has completed fewer than 30 units</td>
</tr>
<tr>
<td>A student who has completed fewer than 30 units</td>
<td>A student who has completed 30 or more units</td>
</tr>
<tr>
<td>A student who has completed 30 or more units</td>
<td>A student who has been awarded the Associate degree, or a higher degree by a recognized collegiate institution</td>
</tr>
</tbody>
</table>

Note: During the summer session, a student carrying six (6) units is considered full-time.

FINAL EXAMINATIONS

The college requires final examinations in all courses. The college publishes a time schedule for final examinations in the Class Schedule each semester so students may be notified in sufficient time regarding the examination schedule.

ACADEMIC FREEDOM

Academic Freedom is essential for the fulfillment of the educational mission of the Los Rios Community College District and for the ability of faculty members to perform their professional duties. Faculty members have the principal right and responsibility to determine the methods of instruction, the planning and presentation of course materials, and the fair and equitable methods of assessment in their assignment in accordance with the approved curriculum and course outline and the educational mission of the District in accordance with state laws and regulations.

All faculty members should: (a) conduct a classroom environment that is conducive to student learning, growth, and development; in which students are free from discrimination, prejudice, and harassment; and in which students are free to express relevant ideas and opinions; and (b) clearly differentiate to students the expression of a faculty member’s personal opinions or convictions from the objective presentation of theory, fact or ideas.
LOS RIOS COMMUNITY COLLEGE
DISTRICT NON-DISCRIMINATION POLICY

The Los Rios Community College District, in compliance with all pertinent Titles and Sections of the Civil Rights Act of 1964, the Educational Amendments of 1972, the Rehabilitation Act of 1973, Americans with Disabilities Act, and all other applicable federal, state and local laws, does not discriminate on the basis of race, color, marital status, religion, sexual preference, national origin, sex, age over forty, handicap or Vietnam-era veteran status, physical or mental disability, nor shall any students be discriminated against for conversing in a language other than English, in any of its functions or activities, including employment, educational programs and services, admissions and financial aid.

The District further complies with those federal and state laws and the regulations of the Board of Governors of the California Community Colleges which prohibit sexual harassment.

Such non-discrimination policies extend to all of the functions and activities of the Los Rios Community College District including employment and employment selection, educational programs, services, admissions and financial aid.

Inquiries regarding this policy may be directed to the Equity Officer (Titles VI and VII), Dean of College Planning and Research, College Center, (916) 691-7144; Vice-President, Student Services and Enrollment Management, Gender Equity Coordinator (Title IX), at College Center (916) 691-7487; Dean of Counseling & Student Services (Section 504 and ADA, American Disabilities Act), Library Building, Room L220 (916) 691-7333; or Associate Vice Chancellor of Human Resources, Los Rios Community College District, 1919 Spanos Court, Sacramento, CA 95825 (916) 568-3101; or to the Director of the Office of Civil Rights, U.S. Department of Health, Education and Welfare, Washington, D.C.

Note: The lack of English language skills is not a barrier to admission to, and participation in, vocational education programs and services.

ACCESS TO STUDENT RECORDS

The Los Rios Board of Trustees, in order to meet the provisions of the Family Rights and Privacy Act of 1974 and the Education Code, has established policies giving students and parents of dependent students access to certain designated records. A summary of the rights and procedures for access are contained in the Students Rights and Responsibilities section of the Los Rios Community College District Policy manual. Complete copies of the Act, Education Code, and Board policies are available in the offices of Admissions and Records and the Vice President of Student Services.

The Los Rios Board of Trustees further commit to abide by the regulations of the Board of Governors of the California Community Colleges which prohibit sexual harassment.

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District Regulation 2265 provides for the release, without student consent, of Student Directory Information, i.e. student’s name, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and most recent previous public or private school attended. In addition, federal law provides that representatives of the U.S. Department of Defense shall be provided a student’s name, address and telephone number for recruitment purposes. Students have the right to refuse the release of one or more such designated categories by submitting a written statement to the Admissions and Records Office.

STUDENTS’ RIGHTS AND RESPONSIBILITIES

Citizenship: In joining the academic community, students enjoy the right of freedom to learn and share the responsibility in exercising that freedom. Students are expected to conduct themselves in ways appropriate to the educational purposes of the college.

Faculty Performance Review: Students may be asked to complete a questionnaire in each class where the professor is undergoing performance review.
STUDENT GRIEVANCE PROCEDURE

Students may file a grievance in the event of alleged breach of students rights as detailed in Los Rios Community College District Board of Trustees policies and regulations. A grievance may be filed if the student feels discrimination has occurred based upon race, color, national origin, sex, sexual preference, age or handicap.

Steps to Filing a Grievance:

- Students must make a reasonable, good faith attempt within TEN (10) days to discuss the problem with the staff member involved or with his/her immediate supervisor. Failure to do so within the prescribed period of time will constitute a waiver of any right to pursue the matter further.

- If the complaint is not resolved within TEN (10) days by the immediate supervisor and the staff member involved, the student may then file a formal grievance, within FIVE (5) days of completing the informal procedure, and not later than 25 days from the date of the alleged wrongful act.

- The student must submit a Grievance Form to the Vice President for Student Services. The grievance must contain a specific statement of the alleged act of wrongdoing, the name of the person against whom the grievance is filed, the names of any witnesses, and the nature of the relief sought by the grievant (not to include the imposition of disciplinary action on an employee). Failure to file the completed grievance form within the above-specified time period shall constitute a waiver of any right to further proceedings.

- Within TEN (10) days of the receipt of the grievance, the Vice President for Student Services will determine whether the issue is grievable under the policies and regulations of the Los Rios Community College District, at which time, if the issue is grievable, a hearing will be scheduled. The Vice President will notify the student in writing that the grievance has been rejected and state the specific reason(s) for the rejection, or that the grievance was referred to the designated hearing officer. At this time, the person(s) against whom the grievance is filed shall be notified of the status of the grievance, and shall be given a copy of the formal grievance.

- Within TEN (10) days from appointment, the Hearing Officer will schedule a hearing on the grievance. All parties shall be notified by the Hearing Officer of the time and day of the hearing. If the designated time and day are not convenient for the parties, a mutually agreeable time may be set.

- The hearing will be conducted in accordance with the guidelines set forth in board policy.

- The Hearing Officer shall deliver a written decision within TEN (10) days of the conclusion of the hearing to all parties to the grievance, with copies to the Vice President for Student Services, the college President and the Vice Chancellor, Student Services.

- Either party to the grievance may appeal the Hearing Officer’s decision to the Vice President for Student Services within FIVE (5) days. Such appeal must be submitted in writing and state specifically the grounds for appeal.

- Within TEN (10) days after receiving the appeal documents, the Vice President for Student Services will inform all parties to the grievance and the appropriate personnel in the District Office, in writing, of the decision. The decision of the Vice President for Student Services will be final.

For more detailed information, see Board Policies and Regulations 2412. Any questions regarding student conduct, rights and responsibilities, due process, and grievance procedures may be directed to the Vice President for Student Services.

DRUG AND ALCOHOL FREE POLICY

In accordance with the requirements of the U.S. Drug Free Workplace Act of 1988, the college is committed to maintaining a drug-free workplace; and, in accordance with the requirements of the Drug Free Schools and Community Act Amendment of 1989, a drug- and alcohol-free college environment for students and employees.

The unlawful manufacture, distribution, dispensing, possession or use of illicit drugs and alcohol is prohibited in the workplace and college premises. Violation of this policy by students will result in disciplinary sanctions up to and including expulsion, and may include the completion of an appropriate rehabilitation program.

In addition to disciplinary sanctions, violators may be prosecuted under applicable law. Students will be informed of the health risks associated with the use of illicit drugs and the abuse of alcohol, and will be advised of the availability of drug or alcohol counseling, treatment or rehabilitation programs through the Health Services Office. Call (916) 691-7254 for more information.

CAMPUS SECURITY ACT OF 1990

The Campus Security Act of 1990 (Public Law 101-542) requires that all colleges and universities receiving Title IV student aid assistance to prepare and distribute an annual report which sets forth its policies on crime prevention issues and gives statistics on the number of specific crimes which occur on campus and the number of arrests on campus for liquor law violation, drug abuse violations, and weapon possessions.

In addition, the act requires colleges and universities to provide timely warnings to the campus community of certain crimes reported to campus security by local law enforcement which may be considered a threat to other students and employees.

A copy of the required documents will be available in the College Library after September 1 of each year.

NO SMOKING POLICY

It is the college’s policy that there be no smoking within 30 feet of any structure.
SEXUAL ASSAULT POLICY

Any student, faculty, or staff member who is a victim of, or contact regarding sexual assault or a threat of sexual assault at a college facility should notify the College Police at (916) 691-7777.

With the consent of the victim, College Police shall notify the College Health Center and Vice President for Administrative Services. The information shall be provided with sensitivity and with consideration to the personal needs of the victim.

SEXUAL HARASSMENT

Sexual Harassment Policy

It is the desire of the Los Rios Community College District Board of Trustees to provide for all students and employees an educational environment and work place free from sexual harassment. Sexual harassment in any situation is unacceptable and is in violation of state and federal laws and regulations. Where evidence of harassment is found, appropriate corrective action shall be taken.

Definition of Sexual Harassment

Sexual harassment means unwelcome sexual advances; requests for sexual favors; and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the work or educational setting, under any of the following conditions:

- Submission to the conduct is explicitly or implicitly made a term or a condition of an individual's employment, academic status or progress.
- Submission to, or rejection of, the conduct by the individual is used as the basis of employment or an academic decision affecting the individual.
- The conduct has the purpose or effect of having a negative impact upon the individual's work or academic performance, or of creating an intimidating, hostile, or offensive work or educational environment.
- Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding benefits and services, honors, programs, or activities available at or through the educational institution.

For the purpose of further clarification, sexual harassment includes, but is not limited to:

- Making unsolicited written, verbal, visual, or physical contact with sexual overtones. Some examples are: epithets, derogatory comments or slurs of a sexual nature, impeding or blocking movements or any physical interference with normal work, derogatory posters or cartoons.
- Continuing to express sexual interest after being informed that the interest is unwelcome. (Reciprocal attraction is not considered sexual harassment.)
- Within the work environment, engaging in explicit or implicit coercive sexual behavior which controls, influences, or affects the career, salary, and/or work environment or any other term or condition of employment within the educational environment, engaging in explicit or implicit coercive sexual behavior which controls, influences, or affects the educational opportunities, grades, and/or learning environment of the student.
- Making reprisals, threats of reprisal, or implied threats of reprisal following a negative response to a sexual advance. For example, within the work environment, either suggesting or actually withholding support for an appointment, promotion, or change of assignment; suggesting a poor performance report will be prepared; or suggesting probation will be failed. Within the educational environment, either suggesting or actually withholding grades earned or deserved; suggesting a poor performance will be prepared; or suggesting probation will be failed; or suggesting a scholarship recommendation or college application will be denied.
- Offering favors or educational or employment benefits, such as grades or promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendations, reclassifications, in exchange for sexual favors.

Complaint Procedure and Impact

Any individual who believes that he/she has been sexually harassed is encouraged to follow the complaint procedures as set forth in the Los Rios Community College District Regulation (R-2423). Throughout the procedures, the College President and the College/District Equity Officers will insure that confidentiality will be maintained and that due process will be followed with respect to both parties. In the case of a student it shall not affect grades, class selection, or other matters pertaining to his or her status as a student. In a situation where evidence is found that an allegation of sexual harassment is brought solely for the purpose of vexation, the appropriate disciplinary action will be taken.

Sexual harassment policy, procedural steps and forms are available from the college Equity Officer, Dean of College Planning and Research, College Center (916) 691-7144.
While You Are Here

STUDENT RIGHT-TO-KNOW PROGRAM COMPLETION

In compliance with the Student Right to Know and Campus Security Act of 1990, completion and transfer rates for students attending Cosumnes River College can be found on the California Community College State Chancellor’s Office Web site at http://srtk.cccco.edu/index.asp.

EXPECTATIONS FOR STUDENT BEHAVIOR

As members of the CRC community, we are entitled to and responsible for creating a campus climate that supports excellence in teaching and learning, personal growth and development, and an atmosphere that is safe and respectful for all students, faculty, and staff. To accomplish this, each constituent group abides by a set of guidelines, regulations, and agreements as members of the CRC community.

Students are a vital part of the college and are expected to abide by guidelines, regulations, laws, and agreements. Additionally, the college holds expectations and standards for appropriate student behavior, often considered “common courtesies”. They include, but are not limited to:

- Respectful and appropriate use of campus facilities, resources, and services - the cafeteria, library, and any other gathering space on campus are shared spaces and require students to manage their language, volume, tone, and content of personal conversations. Students are expected to clean up after themselves, follow rules, and be respectful of others.

- Respectful interactions with faculty, staff, and students - While students may feel frustrated or angry, it is not appropriate to yell at, curse, insult, threaten or accuse others. There are steps to take to resolve conflicts and they include dialogue, understanding, and patience. Students who are unsure of the appropriate steps to take in order to resolve an issue are encouraged to consult a CRC Counselor, the Dean of Counseling, Dean of Student Services, or Campus Police.

- Being a responsible student - Showing up to class on time, being prepared, completing assignments, communicating with the professor, and participating appropriately in class are all essential to being a responsible student on a college campus. Students must make every effort to be on time and to communicate to faculty when you will be late or unable to attend.

When students are not responsible or respectful, there may be consequences which can include a verbal warning, written warning, or disciplinary action, or when laws have been violated, police action.

LOS RIOS POLICE DEPARTMENT AT CRC

The Los Rios Police Department is staffed by dedicated, professional, and community service oriented employees located at each of the four colleges. Campus Police protect the safety and security of all students, faculty, staff, visitors, and property as well as provide accurate and timely information about the security environment of the college and our surrounding community. The Los Rios Police Department is staffed with sworn police officers, college safety officers, campus security officers, dispatchers, clerks, and student assistants. Officers use foot, bike and vehicle patrols to serve the campus population and maintain high visibility on the campus. Campus Police enforce state and local laws the same as any sworn law enforcement agency and are authorized to use force, arrest, and cite anyone who violates the law.

Students may not be aware of their responsibilities and rights when they are stopped or questioned by Campus Police. If you are stopped by a College Police Officer, please remember:

- When you see the red overhead lights and/or hear the siren, remain calm and pull safely over to the side of the road.

- Remain in your vehicle unless the Officer advises otherwise and follow the requests or directives given.

- The Officer may issue you a citation. If you are unsure of the reason, ask the Officer for details. Accept the citation and sign it - this is not an admission of guilt. State law mandates that if you refuse to sign, you will be arrested.

These guidelines apply both on campus and in the surrounding area. Campus Police attend to numerous issues and problems, including loud and disruptive behavior, violations of the law or the standards for student behavior, and crimes. You may be approached if an Officer thinks you are in need of help, have violated rules, laws, or the college standards, or fit the description of a suspect or witness. The Officer may ask you to provide identification or proof of enrollment. Unless you are not certain that the person stopping you is an Officer or an official of the college, you are to comply with the request.

CRC students are expected to have their student ID/UTP card on them when on campus. Some students have challenged officers and resisted arrest (this is a misdemeanor) and have been subject to citation, arrest, and student disciplinary action. Campus Police are committed to campus safety and wellbeing and are here to support student success and development. If you have a question about procedures or a complaint about your treatment, contact the Los Rios Police Department and ask to speak with a supervisor.

REVISION OF REGULATIONS

The Los Rios Community College District and Cosumnes River College have made every reasonable effort to determine that everything stated in this catalog is accurate. Courses and programs offered, together with other matters contained herein, are subject to change without notice by the Administration of the Los Rios Community College District and Cosumnes River College for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the District and the College. The District and the College further reserve the right to add, amend, or repeal any of their rules, regulations, policies, and procedures. The newest updated information for our catalog can be found on our CRC Catalog web site at http://www.crc.losrios.edu/catalog/.
ACADEMIC INTEGRITY

Cosumnes River College values academic integrity (honesty, trust, fairness, respect, and responsibility). It recognizes that individuals can achieve their maximum potential and contribute appropriately to the well-being of the larger community only if they recognize the ethical dimensions of decisions and actions. The college assumes all members of the academic community will exhibit academic integrity supporting student access, academic quality, academic rigor, innovation and collegiality.

CRC Academic Honesty Process

Current college policies prohibit dishonesty, such as cheating, plagiarism, or knowingly furnishing false information to the college. CRC’s process with regard to plagiarism and cheating is available on CRC’s Web site at crc.losrios.edu. Course syllabi should reference the process.

1. Faculty members have the right to choose whether or not to pursue suspected cases of plagiarism and cheating.

2. When addressing plagiarism or cheating with reasonable evidence, the faculty member should notify the student of the concern.

3. Faculty members may consult with the Vice President for Student Services when determining whether plagiarism or cheating has occurred.

4. In situations where cheating or plagiarism has occurred, the faculty member is to determine consequences in compliance with board policy and regulations, which prohibit dropping a student from a course. The consequences may be any of the following options:
   • giving the student a verbal or written warning
   • giving the student an additional assignment
   • giving the student a zero on the assignment
   • assigning a grade of F for the course
   • determining other appropriate consequences that comply with board policy and regulations.

5. In situations where cheating or plagiarism has occurred, the faculty notifies the dean of the pertinent division and the student that a “Referral for Student Code of Conduct Violation” will be filed through the area dean to the Office of the Vice President for Student Services.

6. Students have the right to grieve an action that they feel violates their student rights.

7. The office of the Vice President for Student Services (VPSS) shall be responsible for maintaining records related to cheating and plagiarism.

Definition of Plagiarism

Plagiarism is defined as representing the words, ideas, or work of another as one’s own in any academic exercise. Plagiarism consists of taking the words or substance of another work and either copying or paraphrasing without giving credit to the source. Plagiarism is applicable to written, oral, and artistic work. The following examples are only some of the many forms plagiarism may take:

1. Word-for-word copying of work written by someone else.

2. Failure to give proper credit for ideas, statements of facts, or conclusions derived by another.

3. Failure to use quotation marks when quoting directly from another, whether a paragraph, sentence, or phrase.

4. Close and extended paraphrasing of another work without acknowledging the source.

Definition of Cheating

Cheating is the act of obtaining or attempting to obtain credit for academic work through the use of dishonest, deceptive, or fraudulent means. The following are only some of the many forms cheating may take:

1. Copying another’s work on a test, paper, or project.

2. Using unauthorized materials in an exam or collaborating on work to be turned in for credit where the instructor disallows such collaboration.

3. Taking an exam for another student, purposely allowing another student to copy during a test, or providing coursework for another student to turn in as his or her own effort.

4. Submitting the same work in more than one class for credit without permission from the instructor.

Probation, suspension or expulsions are courses of action that may be determined by the Vice President for Student Services, in accordance with Los Rios Community College District policy.
C. ARTS, LITERATURE, PHILOSOPHY AND FOREIGN LANGUAGE

Minimum of 9 units to include at least one course from the Arts category (C1) and one course from the Humanities category (C2).

C1. ARTS (Arts, Dance, Music, Theater)

ARCH 310, 332; ARTH 300, 303, 309, 311, 312, 326, 327, ART 300, [301], 302, 304, 305, 312, 320, 323, 324, 327, 328, 338, 361, 370, 372, 410, 430; FMS 300, 305, 320; MUFHL 300, 308, 310, 311, 315, 321, 330, 400; MUWV 310, 311, 340, 341, 350, 351, 370, 371, 495; MUP 310, 320, 325, 357, 360, 418, [424]; MUSM 370; PHOTO 300, 301; RTVF 305, 378; TA 300, 306, 322, 323, 350, 356, 401, 460

C2. HUMANITIES (Literature, Philosophy, Foreign Language)

ENGCW 400, 410, 480; ENGLT 303, 310, 311, 320, 321, 330, 336, 340, 341, 343, 345, 360, 370, 402; ENGR 301, FMS 488, GEOG 481; HONOR 350, 360 (must have 3 units); HUM 300, 310, 320, 324, [331], 332, 334, 340, 484, 486 (must have 3 units); PHIL 304, 310, 330, 331, 338, 350, 352, 356; POLS [315]; SILA 315, 316; SPAN 401, 402, 411, 412, 413, 414, 416, 426, 427; VIET 311, 312, 401, 402, 411

D. SOCIAL, POLITICAL AND ECONOMIC INSTITUTIONS AND BEHAVIOR, HISTORICAL BACKGROUND

Minimum of 9 units total, with 6 units from one of the American History and Institutions categories (a or b) and at least 3 units from category c.

The American History and Institutions requirement can be met by completing one of the following 6 unit course combinations:

a. One 3 unit course from HIST 312, 313, 320, 321, 331 or 371, paired with (3 units) POLS 301

OR

b. One 3 unit course from HIST 312 or 320 paired with one 3 unit course from HIST 313, 314 or 321
Courses Designated By CRC As Baccalaurate Level
For Transfer To California State University System

Transferable courses **may or may not satisfy** lower division major preparation, general education, and/or elective requirements. Please meet with a **counselor** for specific transfer course evaluation.

| Accounting  | 301, 311, 341, 495, 498*, 499 |
| Agriculture Business | 300, 310, 320, 321, 330, 331, 495, 498*, 499 |
| Animal Science | 300, 301, 302, 303, 304, 495, 499 |
| Anthropology | 300, 301, 310, 319, 320, 330, 332, 334, 341, 360, 374, 495, 498*, 499 |
| Architectural Design Technology | 300, 310, 312, 314, 495, 498*, 499 |
| Architecture | 300, 310, 320, 321, 322, 325, 326, 327, 329, 330, 332, 334, 340, 341, 495, 498*, 499 |
| Art History | 300, 303, 309, 311, 312, 326, 332, 499 |
| Art New Media | 302, 324, 326, 495, 499 |
| Astronomy | 300, 400, 495, 498*, 499 |
| Automotive Mechanics Technology | 300, 301, 302, 304, 306, 308, 310, 312, 314, 316, 320, 322, 324, 326, 330, 332, 334, 336, 340, 495, 498*, 499 |
| BUS | 300, 310, 320, 330, 340, 345, 350, 360, 360.1, 360.2, 365, 480, 490, 495, 498*, 499 |
| BUSTEC | 302, 303, 304, 306, 499 |
| Communication Studies (Speech) | 301, 311, 315, 321, 325, 331, 341, 361, 363, 373, 480, 494, 495, 499 |
| CISN | 300, 301, 302, 303, 306, 308, 309, 320, 324, 330, 331, 332, 333, 374, 378, 490, 499 |
| CISS | 300, 301, 310, 320, 330, 341, 342, 350, 355, 360, 365, 370, 385 |
| CISW | 300, 310, 321, 350, 380, 380.1, 380.2, 400, 410, 420, 440, 499 |
| Construction Management Technology | 300, 310, 313, 330, 495, 498*, 499 |
| Culinary Arts Management | 300, 301, 302, 306, 310, 312, 314, 316, 320, 322, 324, 326, 330, 332, 334, 340, 495, 498*, 499 |
| Economics | 302, 304, 320, 495, 499 |
| Engineering | 300, 303, 310, 312, 400, 412, 420, 495, 498*, 499 |
| English | ENGW 400, 410, 420, 430, 452, 453, 480, 495, 499 |
| English as a Second Language | ESLG 310, 320 |
| Film & Media Studies | 300, 305, 310, 320, 488, 489, 495, 499 |
| Fire Technology | 300, 301, 302, 303, 304, 320, 495, 498*, 499 |
| Geography | 300, 301, 305, 306, 310, 320, 322, 331, 335, 335.1, 335.2, 335.3, 353, 370, 390, 481, 482, 495, 499 |
| Geology | 300, 301, 305, 306, 310, 311, 330, 342, 345, 347, 351, 390, 495, 499 |
| Health Education | 300, 312, 313, 314, 320, 342, 350, 360, 495, 499 |
| History | 301, 302, 307, 308, 312, 313, 314, 320, 321, 331, 344, 360, 370, 371, 402, 495, 499 |
| Honors | 320, 340, 350, 352, 360, 370, 382, 383, 384, 390, 499 |
| Horticulture | 300, 302, 305, 306, 310, 312, 320, 322, 324, 325, 326, 495, 498*, 499 |
| Human/Career Development | 310, 320, 333, 334, 340, 344, 346, 350, 352, 362, 495, 499 |
| Human Services | 300, 302, 304, 340, 350, 360, 362, 364, 494, 495, 498*, 499 |
| Humanities | 300, 301, 310, 320, 324, 331, 332, 334, 340, 484, 486, 495, 499 |
| Interdisciplinary Studies | 310, 311, 312, 313, 499 |
Courses Designated By CRC As Baccalaurate Level
For Transfer To California State University System

Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

<table>
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<tr>
<th>Department</th>
<th>Courses</th>
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<td><strong>Library</strong></td>
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<td><strong>Management</strong></td>
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<td><strong>Marketing</strong></td>
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<td>MUP 310, 320, 330, 350, 353, 357, 360, 418, 422, 424, 495, 499</td>
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<td>MUSM 334, 370, 495, 499</td>
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<td><strong>Physical Education Activity Courses</strong></td>
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<td><strong>Physical Science</strong></td>
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<td><strong>Plant Science</strong></td>
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<td><strong>Political Science</strong></td>
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<td><strong>Psychology</strong></td>
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<td><strong>Real Estate</strong></td>
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<td><strong>Sign Language Studies</strong></td>
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<td><strong>Social Science</strong></td>
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<td><strong>Sociology</strong></td>
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<td><strong>Spanish</strong></td>
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<td><strong>Statistics</strong></td>
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<td><strong>Student Government</strong></td>
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</tr>
<tr>
<td><strong>WEXP</strong></td>
<td>498</td>
</tr>
</tbody>
</table>

*Work Experience Courses (498) - up to 16 units are transferable depending on the CSU campus - please see a counselor for assistance with transfer.
UNIVERSITY OF CALIFORNIA TRANSFER ADMISSION REQUIREMENTS

Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

1. Students who were eligible for admission to the university when they graduated from high school (meaning they satisfied the Subject Scholarship and Examination Requirements) are eligible to transfer if they have a "C" (2.0) average in transferable coursework.

2. Students who met the Scholarship Requirement but not the Subject Requirement must take transferable college courses in the missing subjects earning a "C" or better in each required course, and have an overall "C" average in all transferable coursework to be eligible to transfer.

3. Students who were not eligible for admission to the University when they graduated from high school because they did not meet the Scholarship Requirement must:
   a. Complete 90 quarter units or 60 semester units of transferable college credit with a grade point average of at least 2.4, and;
   b. Complete the following courses pattern, earning a grade of "C" or better in each course:
      • two transferable college courses (3 semester or 4-5 quarter units) in English composition; and
      • one transferable college course (3 semester or 4-5 quarter units) in mathematical concepts and quantitative reasoning; and
      • four transferable college courses (3 semester or 4-5 quarter units each) chosen from at least two of the following subject areas: the arts and humanities, the social and behavioral sciences, the physical and biological sciences. (Students who satisfy the Intersegmental General Education Transfer Curriculum prior to transferring to UC will satisfy Option 3b above of the new transfer admission requirements.

4. Students transferring to the University of California system should contact a counselor regarding certain course unit limitations.

CALIFORNIA STATE UNIVERSITY LOWER DIVISION TRANSFER PATTERNS (LDTP)

The Lower-Division Transfer Pattern (LDTP), sponsored by the California State University (CSU) and supported by the California Community Colleges, presents potential transfer students with the most direct path to a bachelor's degree in the CSU system. The LDTP provides a set of "road maps" for students to follow that will ensure appropriate academic preparation and that will decrease time to graduation once LDTP students enter the CSU. Students may enter into an LDTP agreement up to the time they have completed 45 transferable units. Students who elect to follow the LDTP option will receive the highest priority for admission to a CSU campus.

"Highest priority for admission" is defined as a written guarantee of admission to a particular CSU campus and major, and it goes into effect when both the student and the CSU campus ratify an LDTP agreement. The guarantee is subject both to satisfactory completion of the agreement requirements and to the campus's ability to accommodate the student. Students will be asked to complete successfully a specified set of general education courses and major courses that will be common to all CSU campuses offering that major, and they will be asked to complete successfully an additional set of courses identified by the particular CSU campus named in the LDTP agreement. The coursework in the systemwide and campus-specific LDTP pattern will total at least 60 units, the number needed to transfer to CSU as an upper-division student.

Through CSUMentor and ASSIST, students and counselors will be able to find road maps detailing coursework preparation by CSU campus and major.

Implementation of the LDTP process may occur in Fall 2008. See a counselor for more information.

INDEPENDENT CALIFORNIA COLLEGES AND UNIVERSITIES

California’s fully accredited independent colleges and universities provide a host of options at undergraduate, graduate and professional levels for students planning to continue their education beyond community college.

Students who transfer to independent colleges or universities will be given academic credit for most, if not all, of their community college studies. Virtually all institutions give full credit for general education courses and usually for other courses designated for transfer by the community college.

Some colleges and universities stipulate a certain number of completed units before considering students eligible for transfer. Others do not and will accept students at any time. The requirements are outlined in the respective college catalogs, available upon request from the college’s Admissions Office. Students are urged to contact their counselors for additional information.
## CAN California Articulation Number System Qualified Courses at Cosumnes River College

The California Articulation Number (CAN) identifies some of the transferable, lower division, introductory, and preparatory courses commonly taught within each academic discipline on college campuses.

Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements.

Students planning to use CAN course numbers as course equivalencies should see a counselor for more information.

<table>
<thead>
<tr>
<th>CAN ID</th>
<th>COSUMNES RIVER COLLEGE COURSE</th>
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<td>HIST 301+302</td>
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Students who have enrolled in community college Fall 1991 or later, who are transferring to California State University (CSU) and the University of California (UC), may fulfill the lower division breadth and general education requirements for any campus of the CSU or UC by completing the IGETC or completing the specific lower division breadth and general education requirements of the campus to which they intend to transfer.

Completion of all of the 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 CSU or UC system without the need, after transfer, to take additional lower-division, general education courses to satisfy campus general education requirements.

The course requirements for all areas must be completed before the IGETC can be certified. Each course must be completed with a grade of “C” or better.

AREA 1 - ENGLISH COMMUNICATION

CSU Two courses required, one from each group below.

AREA 1A: English Composition (one course required), ENGW 300

AREA 1B: Critical Thinking - English Composition (one course required); ENGW 302; PHIL 328

AREA 1C: Oral Communication - CSU ONLY (one course required) COMM 301, 331*, 361*.

AREA 2 - MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING

(Math course required)


AREA 3 - ARTS AND HUMANITIES

At least 3 courses with at least one from the Arts and one from the Humanities.

9 semester units

3A ARTS
Art History (ARTH) 300, 303, 309, 311, 312, 326, 332; Film & Media Studies (FMS) 300, 305*, 320; (MUFIL) 300*, 308, 310, 311, 315, 321*, 330, 400; Radio, Television and Film Studies 305*; Theatre Arts 300, 302, 303, 306, 322, 323

3B, HUMANITIES:
English Literature (ENGLT) 303, 310, 311, 320, 321, 330, 336, 340, 341, 343, 345, 360, 402; Film and Media Studies 488*; Geography 481*; Honors 350*, 382*; Humanities 300, 301, 310, 320, 324, 332, 334, 340, 484*; Philosophy 300, 304, 310, 330, 331, 338, 350, 352, 356, 360; Spanish 411, 412, 415, 425, 426, 427; Sign Language Studies 316; Vietnamese 411, 412

AREA 4 (A-J) - Social and Behavioral Sciences
At least 3 courses from at least two disciplines, 9 semester units required

Anthropology 310, 320, 330, 332, 334, 341, 374; Business 345; Communication 325*, 480; Early Childhood Education 312*, 314*; Economics 302, 304; Family and Consumer Science 312*, 314*; Geography 310, 320, 322, 481*; History 301, 302, 307, 308, 312*, 313+, 314+, 320**, 321**, 331, 344, 360, 370, 371+, 373; HONOR 340*, 382*; Humanities 484*; Journalism 310*, 320; Political Science 301+, 302, 310, 312, 313; Psychology 300, 320, 340, 353, 356, 360, 368, 372*; Radio, Television and Film Studies 300*; Social Science 325, 330, 360*; Sociology 300, 301, 321, 341

+ Indicates that this course may not be used for Area 4 credit if the course is used for CSU U.S. History, Constitution, and American Ideals requirement.

AREA 5 - Physical and Biological Sciences
2 courses required, one Physical Science course and one Biological Science course, at least one must include a laboratory.

7-9 semester units

5A, PHYSICAL SCIENCE
Astronomy 300, 400(L); Chemistry 305(L)*, 306(L)*, 307(L)*, 308(L)*, 321, 322(L), 400(L), 401(L)*, 420(L), 421(L); Geography 300, 301(L), 306; Geology 300*, 301(L)*, 305*, 306(L)*, 310*, 311(L)*, 330, 345; Physical Science 302(L)*; Physics 310*, 311*, 350(L)*, 360(L)*, 370(L)*, 411(L)*, 421(L)*, 431(L)*

5B, BIOLOGICAL SCIENCE
Anthropology 300, 301(L); Biology 300*, 307(L), 310(L)*, 342, 366, 400(L), 410(L), 420(L), 430(L), 431(L), 440(L), 462*, 470; Psychology 312(L)

(L) Courses designated with an (L) are Lab Courses

Area 6 Language other than English – UC Requirement only

1 course, 4 semester units

Completion of two years of the same foreign language in high school with “C” or better.

Sign Language Studies 305, 306, 315, 316*; Spanish 401, 402, 411*, 412*; 413; Vietnamese 401, 402, 411*, 412*

CSU Graduation Requirement in U.S. History, Constitution, and American Ideals

1) Political Science 301 plus one course from History 312, 313, 320, 321, 331, or 371

2) History 312 or 312 paired with one from History 313, 314, or 321

*Courses designated with an asterisk may have limited transfer credit. You should see a Counselor regarding any of these kinds of courses before taking classes.

Note: Effective beginning Fall 2005, junior and senior transfers may be admitted to CSU campuses with a grade point average of 2.0 in 60 transferable semester units and have completed (with a grade of “C” or better) 30 semester units from CSU’s G.E. Breadth of all IGETC requirements, including the completion of CSU’s G.E. requirements in Area 1 and Area 2. Transfer students are highly encouraged to see a counselor every semester in preparation for transfer.
**Transferable courses may or may not satisfy** lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

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<td>All Physical Education Activity courses limited to 4 semester units of transfer credit.</td>
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<td>Social Science</td>
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<td>Theatre Arts</td>
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<tr>
<td>Vietnamese</td>
<td>401, 402, 411, 412</td>
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</table>

**VARIABLE UNIT COURSES**

Experimental Offerings in Subject (Special Studies) 499*
Special Topics in Subject 494*
Independent Study in Subject 495*

*All campuses of the University of California system give credit toward graduation for the above courses; however, a certain combination of courses has unit limitations. Check with your counselor regarding these limitations or see catalog page 45 for specific information. Also special topics (494) experimental offering (499) and independent study (495) courses will require approval at the time of admission at the UC campus, therefore credit is not guaranteed.
What follows is a list of limitations set by the UC on courses that will be accepted for transfer.

**Architectural Design Technology Courses (ADT)**
- Formerly Drafting Technology
ADT 312 and 314 combined: maximum transferable credit is one course

**Architecture Courses (ARCH)**
Any of the following courses for a maximum of eighteen (18) transfer units can be transferred to the UC, Berkeley College of Environmental Design Programs: ARCH 300, 310, 320, 321, 330 and 332

**Biology Courses (BIOL)**
1. BIOL 300, 307 and 310 combined: maximum transfer credit is one course;
2. No transfer credit for BIOL 300 and 307 if taken after BIOL 400, 420, 430, or 431;
3. No transfer credit for BIOL 310 if taken after BIOL 400
4. No transfer credit for BIOL 462, if taken after BIOL 400

**Chemistry Courses (CHEM)**
1. CHEM 300 (no transfer credit for 300 if taken after 305 or 307)
2. CHEM 305, 306, 307, 308, and 400, 401 combined: maximum transfer credit is one series*
3. No transfer credit for CHEM 305 or 307 if taken after CHEM 400

**Communication Studies Courses (COMM)**
COMM 325, 331, 361 combined: maximum transfer credit is one course

**Experimental Offering (499), Independent Studies (495) and Special Topics (494)**
Transfer credit for variable topics courses is given only after a review of the scope and content of the course by the enrolling UC campus.

**English – Creative Writing Courses (ENGCW)**
1. ENGCW 400, 410, 420, or 430 combined: maximum transfer credit is two courses
2. ENGCW 400 and 480 combined: maximum transfer credit, one course

**English as a Second Language**
ESLW 310, ESLW 320: any or all of these courses combined: maximum transfer credit, 8 units

**Family and Consumer Science Courses (FCS)**
FCS 312, 324 and PSYC 372 combined: maximum transfer credit is two courses

**Geology Courses (GEOL)**
No transfer credit for GEOL 305 or 306, if taken after GEOL 300, 301, 310 or 311

**Health Education Courses (HEED)**
HEED 313 and 314 combined: maximum transfer credit is one course

**History Courses (HIST)**
1. HIST 312 and 320 combined: maximum transfer credit is one course
2. HIST 313 and 321 combined: maximum transfer credit is one course

**Honors Courses (HONOR)**
Duplicate credit will not be awarded for both honors and regular versions of a course. Credit awarded for first course completed with a grade of C or better.

**Horticulture Courses (HORT)**
HORT 305 and 306 combined: maximum transfer credit is one course

**Independent Studies (495)**
Transfer credit for variable topics courses is given only after a review of the scope and content of the course by the enrolling UC campus.

**Library**
Library 318 and 325 combined: maximum transfer credit, is one course

**Math Courses (MATH)**
1. MATH 350, 351, 400, 401, and 402 combined: maximum transfer credit of one series*
2. MATH 341, 350 and 400 combined: maximum transfer credit is one course

**Music Fundamentals, History & Literature Courses (MUFHL)**
MUFHL 300 and 321 combined: maximum transfer credit, is one course

**Physical Education Courses**
(excludes Physical Education Theory courses)
A maximum of four (4) semester units of transfer credit can be transferred for all physical education activity courses, which include Adapted Physical Education (ADAPT), Fitness (FITNS), Physical Education Personal Activities (PACT), Physical Education Sports (SPORT), and Physical Education Team Activities (TMACT)

**Physical Education Theory Courses (PET)**
PET 320, 322, 342, 346, 354, 358, 366, 374, and 403 combined: maximum transfer credit is eight (8) units

**Physical Science Courses (PS)**
No transfer credit for PS 302, if taken after a college level Astronomy, Chemistry, Geology or Physics course

**Physics Courses (PHYS)**
1. PHYS 310 and 311 combined: maximum transfer credit of one course
2. No transfer credit for PHYS 310 or 311 if taken after PHYS 350, 360, 370, 380, 411, 421 or 431
3. PHYS 350, 360, 370, 380, 411, 421, 431 combined: maximum transfer credit of one series*; deduct transfer credit for duplication of topics

**Psychology Courses (PSYC)**
1. PSYC 330 and STAT 300 combined: maximum transfer credit is one course
2. FCS 312, 324 and PSYC 372 combined: maximum transfer credit is two courses

**Spanish Courses (SPAN)**
SPAN 402 and 413 combined: maximum transfer credit is one course

**Special Topics (494)**
Transfer credit for variable topics courses is given only after a review of the scope and content of the course by the enrolling UC campus.

**Statistic Courses (STAT)**
STAT 300 and PSYC 330 combined: maximum transfer credit is one course

*series is defined as a course sequence of two or more courses, for example Chemistry 305 and Chemistry 306 or Physics 411, 412, 431.
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NEW COURSE NUMBERING SYSTEM

Cosumnes River College adopted a new standardized course numbering system in 2003-2004 which is described below. The numbers are designed to provide students with general information regarding the focus and intent of courses.

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<th>Numbering</th>
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<tr>
<td>1 - 99</td>
<td>Courses numbered 1 through 99 are credit courses that are considered developmental or basic skills and are not acceptable for the associate degree or transfer credit.</td>
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<tr>
<td>100 - 299</td>
<td>Courses numbered 100 through 299 are college level, generally nontransfer courses applicable to the associate degree and/or upgrading career Technical Education for working professionals.</td>
</tr>
<tr>
<td>300 - 499</td>
<td>Courses numbered 300 through 499 are accepted for transfer by state colleges and universities and are intended to meet major, general education, breadth, or elective credit requirements.</td>
</tr>
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</table>

What are Prerequisites, Corequisites, & Advisories

It is the intent of Cosumnes River College to guide students into courses in which they will have the greatest possibility for academic success. Therefore, you will find courses which have prerequisites, corequisites or advisories in their description. The definitions for prerequisites, corequisites and advisories on recommended preparation are:

a) A "Prerequisite" is a course that a student is required to have successfully completed (with a “C” or better) in order to demonstrate current readiness for enrollment in a course or educational program.

b) A "Corequisite" is a course that a student is required to simultaneously take in order to enroll in the course.

c) An "Advisory or recommended preparation" means that the student is advised but not required to possess a pre/corequisite class or skill level to enroll in the course.

How to demonstrate that you have met the prerequisite:

To demonstrate that you have met the prerequisite, be prepared at the first class meeting to provide either an unofficial transcript showing the appropriate course work or a copy of the appropriate certificate of completion or license.

Some prerequisites include the phrase “or equivalent.” This phrase is used to encourage students who have gained the prerequisite skills through other experiences to discuss proper course placement with a counselor.

PREREQUISITE CHALLENGE PROCEDURE FOR STUDENTS

If you feel that you can meet the requirements, or one of the conditions below exists, then you can challenge a prerequisite.

A Prerequisite Challenge Form can be obtained from the Counseling Office or any instructional area office. The form will explain procedures. Criteria for challenging a course are:

1) You have knowledge or ability to succeed in the course without the prerequisite.

2) The course which provides the prerequisite is not readily available.

3) You believe that the prerequisite is discriminatory or being applied in that manner.

4) You believe that the prerequisite was established in violation of regulations and/or the established district-approved policy and procedures.

Once you have completed the challenge procedure, your challenge will be reviewed by a Prerequisite Challenge Committee. You will be informed, in writing, of the committee’s determination within five (5) instructional working days.
Programs of Study

Official Course Prefix
(used in degrees and certificates listed in the catalog)

A
ACCT  Accounting
ADT  Architectural Design Technology
AGB  Agriculture Business
AH  Allied Health
ANSC  Animal Science
ANTH  Anthropology
ARCH  Architecture
ART  Art
ARTH  Art History
ARTNM  Art New Media
ASTR  Astronomy
AMT  Automotive Mechanics Technology

B
BIOL  Biology
BIT  Building Inspection Technology
BUS  Business
BUSTEC  Business Technology

C
CHEM  Chemistry
COMM  Communication Studies
CISA  Computer Information Science - Applications
CISC  Computer Information Science - Core
CISN  Computer Information Science - Networking
CISP  Computer Information Science - Programming
CISS  Computer Information Science - Security
CISW  Computer Information Science - Web
CMT  Construction Management Technology
CAM  Culinary Arts Management
CONST  Construction

E
ECE  Early Childhood Education
ECON  Economics
EMT  Emergency Medical Technology
ENGR  Engineering
ENGWR  English - Writing
ENGRD  English - Reading
ENGLT  English - Literature
ENGCW  English - Creative Writing
ENGED  English - Education
ENGLB  English - Laboratory
ESL  English as a Second Language
ESLG  English as a Second Language - Grammar
ESLL  English as a Second Language - Listening
ESLP  English as a Second Language - Pronunciation
ESLR  English as a Second Language - Reading
ESLW  English as a Second Language - Writing

F
FCS  Family & Consumer Science
FMS  Film & Media Studies
FT  Fire Technology

G
GEOG  Geography
GEOL  Geology

H
HEED  Health Education
HIT  Health Information Technology
HIST  History
HONOR  Honors
HORT  Horticulture

I
HCD  Human/Career Development
HSER  Human Services
HUM  Humanities
INDIS  Interdisciplinary Studies

J
JOUR  Journalism

L
LIBR  Library

M
MGMT  Management
MKT  Marketing
MATH  Mathematics
MEDA  Medical Assisting
MUFIHL  Music Fundamentals/History & Literature
MUIN  Music Instrumental/Voice Instruction
MUP  Music Performance
MUSM  Music Specializations

N
NUTRI  Nutrition and Foods

P
PHIL  Philosophy
PHOTO  Photography

Physical Education:
ADAPT  Adapted Physical Education
DANCE  Dance
FITNS  Fitness
PACT  Personal Activity
PET  Physical Education Theory
SPORT  Sports
TMACT  Team Activity

PS  Physical Science
PHYS  Physics
PLTS  Plant Science
POLS  Political Science
PSYC  Psychology

R
RTVF  Radio, Television and Film Production
RE  Real Estate

S
SILA  Sign Language Studies
SOCSC  Social Science
SOC  Sociology
SPAN  Spanish
STAT  Statistics
SGVT  Student Government

T
TA  Theatre Arts

V
VT  Veterinary Technology
VIET  Vietnamese

W
WELD  Welding
WEXP  Work Experience
Cross-Listed & Cross-Referenced Courses

When a course is listed under two different departments in the catalog, the course is referred to as "cross-listed." The cross-listed course has identical content under both departments’ catalog listing. If two courses are cross-listed, a student cannot earn credit for both. The student must choose one of the courses to enroll in. Students who are not sure which course of the two courses they should enroll in are encouraged to consult with their counselor.

When a cross-listed course is repeatable, the course may be taken (under either name) the total number of times stated in the catalog descriptions of the cross-listed course.

**CROSS-LISTED COURSES**

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<th>FMS 305 = RTVF 305 Film History</th>
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<td>FMS 488 = HONOR 350 Honors Seminar: Introduction to Critical Theory</td>
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<tr>
<td>BIOL 481 = HONOR 383 Honors Seminar in Biology</td>
<td>FMS 489 = HONOR 352 Honors Seminar: The Films of Alfred Hitchcock</td>
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<tr>
<td>BUS 320 = ECON 320 Concepts in Personal Finance</td>
<td>GEOG 481 = HONOR 382 = HUM 484 Honors Seminar: Nature and Culture</td>
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<td>BUS 345 = SOCSS 360 Law and Society</td>
<td>GEOG 482 = HONOR 384 Honors Seminar in Geography</td>
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<tr>
<td>BUS 360 = CISW 380 E-Business: Intro &amp; Environ, Technology &amp; Infrastructure</td>
<td>GEOG = BIOL 351 Global Climate Change</td>
</tr>
<tr>
<td>BUS 360.1 = CISW 380.1 E-Business: Introduction and Environment</td>
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<td>BUS 360.2 = CISW 380.2 E-Business: Tools and Techniques</td>
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<td>BUS 480 = HONOR 320 Honors Seminar in Business</td>
<td>HONOR 320 = BUS 480 Honors Seminar in Business</td>
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<td>HONOR 350 = FMS 488 Honors Seminar: Introduction to Critical Theory</td>
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<td>CISC 302 = JOUR 330 Computer Familiarization</td>
<td>HONOR 352 = FMS 489 Honors Seminar: The Films of Alfred Hitchcock</td>
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<tr>
<td>CISC 303 = ECE 302 Computer Skills for Educators</td>
<td>HONOR 360 = HUM 486 Honors Seminar in Humanities</td>
</tr>
<tr>
<td>CISW 380 = BUS 360 E-Business: Intro &amp; Environ, Technology &amp; Infrastructure</td>
<td>HONOR 370 = SOCSS 480 Honors Seminar in Social Science</td>
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<tr>
<td>CISW 380.1 = BUS 360.1 E-Business: Introduction and Environment</td>
<td>HONOR 382 = HUM 484 = GEOG 481 Honors Seminar: Nature and Culture</td>
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<tr>
<td>CISW 380.2 = BUS 360.2 E-Business: Tools and Techniques</td>
<td>HONOR 383 = BIOL 481 Honors Seminar in Biology</td>
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<td>COMM 480 = HONOR 340 Honors Seminar: Political Campaign Communication</td>
<td>HONOR 384 = GEOG 482 Honors Seminar in Geography</td>
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<td>ECE 302 = CISC 303 Computer Skills for Educators</td>
<td>HONOR 390 = MATH 480 Honors Seminar in Mathematics</td>
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<tr>
<td>ECE 364 = PET 306 Fundamentals of Movement and Rhythm in Early Childhood Education / Fundamentals of Games and Rhythms</td>
<td>HORT 302 = PLTS 310 Soils and Plant Nutrition</td>
</tr>
<tr>
<td>ECE 312 = FCS 312 Child Development</td>
<td>HUM 484 = GEOG 481 = HONOR 382 Honors Seminar: Nature and Culture</td>
</tr>
<tr>
<td>ECE 314 = FCS 314 The Child, the Family and the Community</td>
<td>HUM 486 = HONOR 360 Honors Seminar in Humanities</td>
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<tr>
<td>ECE 415 = NUTRI 320 Children's Health, Safety and Nutrition</td>
<td>JOUR 310 = RTVF 300 Mass Media and Society</td>
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<td>ECON 320 = BUS 320 Concepts in Personal Finance</td>
<td>JOUR 330 = CISC 302 Computer Familiarization</td>
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<td>ENGR 330 = JOUR 340 Writing for Publication</td>
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<tr>
<td>FCS 312 = ECE 312 Child Development</td>
<td>JOUR 336 = CISA 331 Intermediate Desktop Publishing</td>
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<tr>
<td>FCS 314 = ECE 314 The Child, the Family and the Community</td>
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<td>MATH 480</td>
<td>HONOR 390</td>
<td>Honors Seminar in Mathematics</td>
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<tr>
<td>MGMT 142</td>
<td>CiSA 160</td>
<td>Project Management Techniques and Software</td>
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<td>MKT 314</td>
<td>RTVF 376</td>
<td>Advertising</td>
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<tr>
<td>NUTRI 320</td>
<td>ECE 415</td>
<td>Children's Health, Safety and Nutrition</td>
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<tr>
<td>PHOTO 301</td>
<td>ART 410</td>
<td>Beginning Photography</td>
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<tr>
<td>PET 301</td>
<td>HEED 350</td>
<td>Personal Wellness</td>
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<tr>
<td>PET 306</td>
<td>ECE 364</td>
<td>Fundamentals of Games and Rhythms / Fundamentals of Movement and Rhythm in Early Childhood Education</td>
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<tr>
<td>PET 380</td>
<td>HEED 360</td>
<td>Weight Management</td>
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<td>PLTS 310</td>
<td>HORT 302</td>
<td>Soils and Plant Nutrition</td>
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<tr>
<td>RTVF 300</td>
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</tr>
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<td>RTVF 305</td>
<td>FMS 305</td>
<td>Film History</td>
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<td>RTVF 376</td>
<td>MKT 314</td>
<td>Advertising</td>
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<td>RTVF 378</td>
<td>TA 356</td>
<td>Acting for the Camera / Acting for the Camera I</td>
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<td>SOCS/C 360</td>
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<td>SOCS/C 480</td>
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<td>TA 356</td>
<td>RTVF 378</td>
<td>Acting for the Camera I / Acting for the Camera</td>
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</tbody>
</table>

### CROSS-REFERENCED COURSES

Some courses are not identical in content, but have a significant overlap of content. These courses are referred to as “cross-referenced.” Typically, one of the two courses (the larger course) contains the entire content of the other course (the smaller course). Students cannot enroll in the smaller course if they have earned credit for the larger course. But students can enroll in and earn credit for the larger course even if they have previously earned credit for the smaller course.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Equivalent Course</th>
<th>Description</th>
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<td>BUSTEC 302</td>
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<tr>
<td>BUSTEC 303</td>
<td>Computer Keyboard Formatting / BUSTEC 306, Computer Keyboarding &amp; Formatting</td>
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<td>CMT 102</td>
<td>Introduction to Construction Practices</td>
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<tr>
<td>CMT 330</td>
<td>Construction Surveying / ENGR 310, Engineering Survey Management</td>
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</tr>
<tr>
<td>GEOG 335</td>
<td>Intro to Geographic Information Systems Applications / GEOG 335.1 / GEOG 335.2 / GEOG 335.3</td>
<td></td>
</tr>
<tr>
<td>GEOL 305</td>
<td>Earth Science / GEOL 300, Physical Geology / GEOL 310, Historical Geology / GEOL 306, Earth Science Laboratory / GEOL 301, Physical Geology Laboratory / GEOL 300, Physical Geology</td>
<td></td>
</tr>
<tr>
<td>NUTRI 310</td>
<td>Cultural Foods of the World / CAM 302, Food and Culture in America</td>
<td></td>
</tr>
<tr>
<td>NUTRI 330</td>
<td>Food Theory and Preparation / CAM 301, Food Theory and Preparation</td>
<td></td>
</tr>
<tr>
<td>NUTRI 370</td>
<td>Food Services Management/ CAM 320, Culinary Management</td>
<td></td>
</tr>
<tr>
<td>PSYC 354</td>
<td>Marriage, The Family and Alternatives / FCS 322, Family Development</td>
<td></td>
</tr>
</tbody>
</table>
DEGREE
A.A.—Accounting

CERTIFICATES
Accounting
Accounting, Advanced
Accounting Clerk
Accounting, Computer Applications
Accounting, Certificate in Taxation

Program Description
This program provides training for entry-level employment in private industry or in government accounting. Study for self-employment as a provider of computer-based bookkeeping and/or tax services is also available. In addition, those individuals already employed in accounting can work toward career advancement by taking additional courses. Generally, employment in this specialization requires proficiency in business calculations.

Career Opportunities
<table>
<thead>
<tr>
<th>Accounting Clerk</th>
<th>Accounting Technician</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accountant Trainee</td>
<td>Auditor</td>
</tr>
<tr>
<td>Bank Employee/Examiner</td>
<td>Certified Public Accountant</td>
</tr>
<tr>
<td>Cost Accountant</td>
<td>Insurance Employment</td>
</tr>
<tr>
<td>Revenue Agent (FTB/IRS)</td>
<td>Tax Preparer</td>
</tr>
</tbody>
</table>

Bookkeeper for:
- Accounts Receivable
- Accounts Payable
- General Ledger
- Full-Charge Bookkeeper

Some Career Opportunities may require more than two years of college study.

Highlights
- A traditional course of study in Accounting Fundamentals, three levels of Financial Reporting, Managerial Techniques, State and Federal Income Taxation, Cost Accounting, and Auditing
- State-of-the-art software and equipment to provide computerized accounting training
- Internships, work experience with local employers for college units, job shadowing, guest speakers from the accounting industry, field trips to accounting offices
- A lab with tutorial assistance

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A.—Accounting
CODE #1001

REQUIRED PROGRAM ................................................................. Units
Business Core:
ACCT  301 Financial Accounting .............................................. 4
BUS  310 Business Communications ........................................ 3
BUS  330 Managing Diversity in the Workplace ......................... 3
BUS  340 Business Law ......................................................... 3
BUS  300 Introduction to Business ......................................... 3
BUSTEC 302 Computer-Keyboarding....................................... 2
MKT  300 Principles of Marketing or MGMT  362 Techniques of Management ... 3
CISC 310 Intro. to Computer Information Science (3) or Four (4) units to include:
CISC 302/JOUR 330 Computer Familiarization - (2) units and Two (2) additional units selected from:
CISA 305, CISA 315, CISA 320, CISA 330, CISA 340, CISA 350, CISC 320, CISC 350, CISC 355 3-4
ECON  302 Principles of Macroeconomics or ECON 320 /BUS 320 Concepts of Personal Finance or ECON 100 Introduction to Economics ........................................ 3

TOTAL UNITS REQUIRED .................................................. 48-49

Accounting Option:
ACCT  103 Intermediate Accounting - Part I .............................. 4
ACCT  104 Intermediate Accounting - Part II ............................ 4
ACCT  107 Auditing .............................................................. 3
ACCT  111 Cost Accounting .................................................... 3
ACCT  311 Managerial Accounting ......................................... 4
ACCT  341 Accounting on the Microcomputer .......................... 2
BUSTEC 101 (BUS 53) Computer Keyboarding: 10-Key ............ 1

TOTAL UNITS REQUIRED .................................................. 48-49

Suggested Electives:
ACCT 125, 498; BUS 498; CISA 316, 321; Human/Career Development (any course); MGMT 372.

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Accounting
CODE #1001

REQUIRED PROGRAM ................................................................. Units
ACCT  107 Auditing .............................................................. 3
ACCT  111 Cost Accounting .................................................... 3
ACCT  301 Financial Accounting .............................................. 4
ACCT  311 Managerial Accounting ......................................... 4
ACCT  341 Accounting on the Microcomputer .......................... 2
BUS  340 Business Law ......................................................... 3

TOTAL UNITS REQUIRED .................................................. 19

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo
CERTIFICATE
Accounting, Advanced
CODE #1004

REQUIRED PROGRAM................................................................. Units
ACCT 301 Financial Accounting................................................. 4
ACCT 311 Managerial Accounting............................................. 4
ACCT 125 Federal and State Taxation...................................... 4
ACCT 107 Auditing................................................................. 3
ACCT 111 Cost Accounting..................................................... 3
BUS 300 Introduction to Business........................................... 3
BUS 340 Business Law............................................................ 3
BUSTEC 101 Computer Keyboarding: 10-Key........................... 1

TOTAL UNITS REQUIRED......................................................... 25

CERTIFICATE
Accounting Clerk
CODE #1419

REQUIRED PROGRAM................................................................. Units
BUSTEC 302 Computer Keyboarding or Keyboarding speed verification at 25 wpm or better............... 0-2
CISC 302 Computer Familiarization.......................................... 2
ACCT 341 Accounting on the Microcomputer.......................... 2
CISA 315 Intro to Electronic Spreadsheets.............................. 2
ACCT 101 Fundamentals of College Accounting..................... 3
ACCT 121 Payroll Accounting................................................ 3
BUS 100 English for the Professional...................................... 3
BUS 105 Business Mathematics............................................. 3
BUSTEC 101 Computer Keyboarding: 10-Key (1) or BUS 149 Work Experience................................. 1-2

TOTAL UNITS REQUIRED......................................................... 19-22

CERTIFICATE
Accounting, Computer Applications
CODE #1005

This curriculum is designed for those individuals who wish to become proficient in the use of computers for business accounting purposes. Students who continue their education by pursuing another accounting certificate or an Associate in Arts degree in business may do so without repeating any courses taken during the Computer Applications for Accounting program.

REQUIRED PROGRAM................................................................. Units
ACCT 301 Financial Accounting................................................. 4
ACCT 311 Managerial Accounting............................................. 4
ACCT 341 Accounting on the Microcomputer.......................... 2
ACCT 121 Payroll Accounting................................................ 3
CISA 315 Intro to Electronic Spreadsheets.............................. 2
CISA 316 Intro to Electronic Spreadsheets.............................. 2
CISA 320 Intro to Database Management.............................. 1
CISA 321 Intro to Database Management.............................. 1
Plus two to three (2-3) units selected from:
CISC 302 Intro to Computer Information Science................. 2-3

TOTAL UNITS REQUIRED......................................................... 21-22

CERTIFICATE
Accounting, Certificate in Taxation
CODE #1495

This certificate acknowledges student achievement and proficiency in preparing and reviewing the income tax returns of individuals and business entities together with understanding of necessary federal and state tax administration compliance requirements needed to work with the Internal Revenue Service and the Franchise Tax Board.

REQUIRED PROGRAMS........................................................... Units
ACCT 121 Payroll Accounting................................................ 3
ACCT 125 Federal and State Taxation..................................... 4
ACCT 128 Taxation of Corps, Partnerships, Estates & Trusts.......... 4

TOTAL UNITS REQUIRED......................................................... 11

ACCOUNTING (ACCT)

ACCT 101
Fundamentals of College Accounting 3 Units
Prerequisite: None.
General Education: AA/AS Area II(b)
Hours: 54 hours LEC

This course emphasizes a practical approach to the use of accounts, journals, ledgers, and financial statements. The course is recommended for students who intend to seek employment in a small service or merchandising business and is an excellent preparation course for further study in accounting and business.

ACCT 103
Intermediate Accounting - Part I 4 Units
Prerequisite: ACCT 301 with a grade of "C" or better.
Hours: 72 hours LEC

This course provides a continuing study of the measurement and reporting of the results of operations and the financial condition of profit-directed business entities. Special emphasis will be given to the valuation of assets using the Financial Accounting Standards Board (FASB) as authority. Completion of ACCT 103 and 104 is required to complete the "advanced accounting" requirement for accounting classifications in state service. This course is not intended for transfer to a four-year college.

ACCT 104
Intermediate Accounting - Part II 4 Units
Prerequisite: ACCT 103 with a grade of "C" or better.
Hours: 72 hours LEC

This course is a continuing study of the measurement and reporting of the results of operations and the financial position of profit-directed business entities. An emphasis is placed on accounting for stockholder's equity, long-term liabilities, retained earnings, and dividends. This course and ACCT 103 constitute the "advanced accounting" requirement for some professional-level accounting classifications in California state service. This course is not intended for transfer to a four-year college.
ACCT 107  
**Auditing**  
3 Units  
*Prerequisite: ACCT 301 with a grade of "C" or better.*  
*Advisory: ACCT 311.*  
*Hours: 54 hours LEC*  
The procedures and practices used in the verification of financial statement balances and accounting transactions will be the focus of the course. The types of audits and audit occupations as well as the legal liabilities of the auditor will be discussed. This course is acceptable as elective units toward civil service professional accounting education requirements.

ACCT 111  
**Cost Accounting**  
3 Units  
*Prerequisite: None*  
*Advisory: ACCT 311.*  
*Hours: 54 hours LEC*  
This course is an introduction to cost accounting methods, including job order, process and standard cost system. Special attention will be given to managerial uses of cost accounting. This course is not intended for transfer to a four-year college.

ACCT 121  
**Payroll Accounting**  
3 Units  
*Prerequisite: None*  
*Advisory: ACCT 101.*  
*Hours: 54 hours LEC*  
This is a study of payroll and personnel records, procedures and regulations. The course will include a study of the various California and Federal laws pertaining to the computation of earnings and withholdings. Payroll tax payment requirements and preparation of the employer’s California and Federal payroll tax reports will be included. A comprehensive simulation project will be completed as part of the course. The project will include one quarterly payroll reporting cycle.

ACCT 125  
**Federal and State Taxation**  
4 Units  
*Prerequisite: None*  
*Hours: 72 hours LEC*  
This course is a study of basic Federal and State Income Tax regulations with an emphasis on the skills necessary for the preparation of individual income tax returns. Included are filing requirements, determination of taxable income, allowable deductions, tax computation, tax credits, other taxes, payment methods, and audit procedures. The course is acceptable as elective for civil service professional accounting operations and recommended for accounting majors.

ACCT 127  
**Volunteer Income Tax Assistance (VITA)**  
2 Units  
*Prerequisite: None.*  
*Hours: 18 hours LEC; 54 hours LAB*  
This hands-on course provides training and a service learning opportunity in the preparation of federal and California individual income tax returns. After successfully completing 18 hours of IRS-approved training and passing the IRS and California individual income tax exams, the student volunteer will provide a minimum of 54 hours of free tax assistance to community clients who meet qualifying criteria for the service as set by the IRS. The Basic level is intended for the volunteer who will assist working taxpayers with individual and family tax concerns. The Intermediate level covers tax law as it applies to wage earners who have more complex income issues. The Military level covers tax law that pertains to military tax situations. The Advanced level addresses complex issues that are generally encountered by pension earners and prepare the student to assist taxpayers-clients across the full VITA spectrum. This course may be taken four times as long the course is taken at a different level.

ACCT 128  
**Taxation of Corporations, Partnerships, Estates, and Trusts**  
4 Units  
*Prerequisite: ACCT 125 with a grade of "C" or better*  
*Hours: 72 hours LEC*  
This course provides a continuing study of federal and state income tax compliance with an emphasis on the taxation of business entities including corporations, partnerships, limited liability companies, S corporations, estates and fiduciary trusts. Included is coverage of related party transactions, filing requirements, differences in book and taxable income, tax computation, available credits, tax elections, and working with the Internal Revenue Service on tax administration matters. This course is designed for persons seeking civil service advancement, those who are currently or will be involved with company accounting operations, and persons engaged in tax preparation. It is recommended for accounting majors.

ACCT 153  
**Governmental Accounting**  
3 Units  
*Prerequisite: ACCT 301 with a grade of "C" or better*  
*Hours: 54 hours LEC*  
This course covers accounting and financial reporting for governmental units and institutions with emphasis on the principles of fund accounting and the comprehensive annual financial report as prescribed by the Governmental Accounting Standards Board. Additional topics include the accounting aspects of budgeting and budgetary control for governmental entities and accounting for non-profit organizations.

ACCT 295  
**Independent Studies in Accounting**  
1-3 Units  
*Prerequisite: None*  
*Hours: 18 hours LEC; 54 hours LAB*  

ACCT 299  
**Experimental Offering in Accounting**  
.5-4 Units  
*Prerequisite: None*  
*Hours: 18 hours LEC; 54 hours LAB*
ACCT 301
Financial Accounting 4 Units
Prerequisite: None.
Advisory: ACCT 101, BUS 105, MATH 120, or MATH 125
General Education: AA/AS Area II(b)
Course Transferable to UC/CSU
Hours: 72 hours LEC
This is the study of accounting as an information system. Emphasis is given to understanding the nature and purpose of accounting and its function in business. The principles and concepts underlying transaction analysis and recording; financial statement preparation, disclosures, and analysis; and ethical issues are addressed. The course includes units on inventories, internal control, cash, receivables, fixed and intangible assets, current and long-term liabilities, stockholders' equity, income tax, and investments.

ACCT 311
Managerial Accounting 4 Units
Prerequisite: ACCT 301 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 72 hours LEC
This course is the study of the use and reporting of accounting data for managerial planning, cost control, and decision making purposes. The course includes broad coverage of concepts, classifications, and behaviors of costs. Topics include cost systems, the analysis and use of cost information, cost-volume-profit analysis, contribution margin, profit planning, standard costs, relevant costs, capital budgeting, cash flow, and statement analysis.

ACCT 341
Accounting on the Microcomputer 2 Units
Prerequisite: Two years of high school accounting, ACCT 101 or ACCT 301. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This is a course using the computer to prepare financial accounting statements and reports used in business. Areas of study include general ledger, accounts payable, accounts receivable, inventory, payroll, and depreciation. The ability to type 20-30 WAM and to use a ten-key calculator by the touch method will be useful for completing class assignments. Students may receive two units credit for each topic (software product) offered. Consult the class schedule for specific topics.

ACCT 495
Independent Studies in Accounting 1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

ACCT 498
Work Experience in Accounting 1-4 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

ACCT 499
Experimental Offering in Accounting .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A.—Advertising/Public Relations

CERTIFICATE
Desktop Publishing
(see Computer Information Science - page 113)

Program Description
This CRC program is part of CRC's offerings in Radio, Television and Film Production and is designed for students interested in careers in public relations and advertising. This program trains students in public relations and advertising theory and exposes them to production techniques for radio, television and the print media.

Career Opportunities
Public Information Officer  Community Relations Specialist
Media Consultant  Public Relations Firm Representative
Some Career Opportunities may require more than two years of college study.

Highlights
- Instruction and practice in desktop publishing and graphics applications in the department's Macintosh laboratory or PC computer lab
- Opportunities for practical experience selling and designing ads for campus publications
- Introductory production experience in radio and television advertising, writing and production

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A.—Advertising/Public Relations
CODE #1056

REQUIRED PROGRAM ..........................................................Units
CISC 302/JOUR 330  Computer Familiarization.........................2
RTVF 300/JOUR 310  Mass Media and Society .......................3
RTVF 330  Basic Film/Video Camera Techniques ..................3
MKT 314/RTVF 376  Advertising ........................................3
RTVF 370  Broadcast Writing and Announcing .....................3
JOUR 300  Newswriting and Reporting ..............................3
JOUR 150  Public Relations Media Techniques ....................3
MKT 310  Selling Professionally .....................................3
COMM 341  Organizational Communication ........................3

Plus six (6) units selected from: ..............................................6
RTVF 301, 312, 360, 498;
JOUR 335, 340;
PHOTO 300, 301, 320, 330, 340;
COMM 301, 363
TOTAL UNITS REQUIRED ..................................................32

Suggested Electives:
ACCT 101;
BUSTEC 303, 304;
RTVF 316, 331, 380;
COMM 315, 494;
JOUR 400;

G.E. Graduation Requirements for this degree - See pages 20-21.
DEGREE
A.S.—General Agriculture

CERTIFICATE
General Agriculture

Program Description
Agriculture is a vital component of our local, state, and national economies and offers many exciting employment opportunities. In addition to the production of a wide range of valuable agricultural commodities, the Sacramento region is home to numerous multi-national agricultural corporations and statewide governmental agencies. It is also a center for international agricultural trade and commerce.

As a General Agriculture major, you will:
- Study a general agriculture curriculum representing all of the departments of the Cosumnes River College agriculture program including: agriculture business, horticulture, welding, veterinary technology and plant science.
- Develop your leadership and communication skills.
- Identify the agricultural career you are most interested in and build a course of study to better qualify you for a profession.

Career Opportunities
<table>
<thead>
<tr>
<th>Management</th>
<th>Supervision</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finance</td>
<td>Insurance</td>
</tr>
<tr>
<td>Government</td>
<td>Marketing</td>
</tr>
<tr>
<td>Distribution</td>
<td>International Trade</td>
</tr>
<tr>
<td>Park Maintenance</td>
<td>Landscape Design, Teaching</td>
</tr>
<tr>
<td>Communication</td>
<td>Trucking &amp; Automotives</td>
</tr>
<tr>
<td>Contracting &amp; Maintenance</td>
<td>Fertilizer &amp; Insecticide Application</td>
</tr>
<tr>
<td>Research</td>
<td>Retail/Wholesale</td>
</tr>
<tr>
<td>Estimator</td>
<td>Consultant</td>
</tr>
<tr>
<td>Government Agency employee</td>
<td>Welding Technician</td>
</tr>
<tr>
<td>Inspection</td>
<td>Welding Engineering</td>
</tr>
<tr>
<td>Sculpting</td>
<td>Home/Handicraft &amp; Hobby</td>
</tr>
<tr>
<td>Construction</td>
<td></td>
</tr>
<tr>
<td>Sales and Service Nursery</td>
<td></td>
</tr>
<tr>
<td>Management and Operations</td>
<td></td>
</tr>
</tbody>
</table>

Some positions, however, require a four-year degree for which CRC's program is a good base for transfer.

Highlights
- As the only community college agriculture program in Sacramento county, the CRC General Agriculture program provides an excellent opportunity for individuals who wish to pursue a career in agriculture, receive a General Agriculture Associate of Science degree, or transfer to CSU or UC.
- The faculty in this program work closely with the five California agricultural degree offering universities to provide a quality transfer program for students interested in agriculture business, management and economics.
DEGREE
A.S.—General Agriculture
CODE #1483

This program is designed to prepare students to transfer to UC or CSU majoring in Agriculture while also allowing the student to select courses that fit his/her individual needs and desires.

REQUIRED PROGRAM..........................................................Units
AGB  310  Agriculture Computer Applications..................3
AGB  320  Agriculture Accounting.................................3
AGB  321  Agriculture Economics.................................3
AMT  306  Small Engine Repair.................................3
HORT 300  Introduction to Horticulture.................3
PLTS 310/HORT 302  Soils and Plant Nutrition..............3
ANSC 300  Introduction to Animal Science.................3
PLTS 300  Introduction to Plant Science................3
WEXP 498  Work Experience..................................2

Complete the three additional courses in one (1) of the following core areas: ........................................ 7-9

Agriculture Business:
AGB  300  Introduction to Agriculture Business (3)
AGB  330  Agriculture Sales and Communication (3)
AGB  331  Agriculture Marketing (3)
OR
Horticulture:
HORT 305  Plant Materials I (3)
HORT 100  Plant Diseases and Pests (3)
HORT 312  Plant Propagation (3)
OR
Landscape:
HORT 320  Landscape Construction (3)
HORT 324  Landscape Maintenance (3)
HORT 326  Landscape Design (3)
OR
Welding:
WELD 110  Adv. SMAW & Semi-Automatic Process (3)
WELD 114  Preparation for Welding Certificate (2)
WELD 290  Advanced Student Projects (2)

TOTAL UNITS REQUIRED...................................................... 36-38

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
General Agriculture
CODE #1483

This program is designed to prepare students for entry level employment in Agriculture.

REQUIRED PROGRAM..........................................................Units
AGB  300  Introduction to Agriculture Business...............3
AGB  310  Agriculture Computer Applications...............3
PLTS 310/HORT 302  Soils and Plant Nutrition..............3
ANSC 300  Introduction to Animal Science.................3
PLTS 300  Introduction to Plant Science......................3

TOTAL UNITS REQUIRED...................................................... 15
Agriculture Business
Careers & Technology

DEGREE
A.S.—Agriculture Business

CERTIFICATE
Agriculture Business

Program Description
Agriculture is a vital component of our local, state, and national economies and offers many exciting employment opportunities. In addition to the production of a wide range of valuable agricultural commodities, the Sacramento region is home to numerous multi-national agricultural corporations and statewide governmental agencies. It is also a center for international agricultural trade and commerce.

The agriculture business program is designed to prepare students for transfer to a four-year college/university in agriculture business, or immediate employment in an entry-level ag business related career. Future employment options in agriculture include management and supervision, finance, insurance, government, marketing, distribution, international trade, and sales.

Career Opportunities
Management Supervision
Finance Management
Supervision Finance
Insurance Government
Marketing Distribution
International Trade Sales and Service

Some positions, however, require a four year degree for which CRC’s program is a good base for transfer.

Highlights
• As the only community college agriculture program in Sacramento county, the CRC General Agriculture program provides an excellent opportunity for individuals who wish to pursue a career in agriculture, receive a General Agriculture Associate of Science degree, or transfer to CSU or UC.
• The faculty in this program work closely with the five California agricultural degree offering universities to provide a quality transfer program for students interested in agriculture business, management and economics.
• The Sacramento region is fortunate to have some of the best high school agriculture programs in California. The faculty in the CRC Ag program work closely with these feeder schools to articulate coursework and facilitate the successful transition of agriculture students from high school to the university.
• Internships in agriculture are available for students interested in work experience opportunities.

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.S.—Agriculture Business
CODE #1014
This program is designed to prepare students for entry level employment in agriculture business.

REQUIRED PROGRAM............................................................. Units
AGB 300 Introduction to Agriculture Business.......................... 3
AGB 310 Agriculture Computer Applications.......................... 3
AGB 320 Agriculture Accounting........................................... 3
AGB 321 Agriculture Economics............................................ 3
AGB 330 Agriculture Sales and Communication..................... 3
PLTS 310/HORT 302 Soils and Plant Nutrition......................... 3
ANSC 300 Introduction to Animal Science............................. 3
PLTS 300 Introduction to Plant Science................................ 3
ACCT 301 Financial Accounting........................................... 4
BUS 340 Business Law....................................................... 3
ECON 302 Principles of Macroeconomics............................. 3
COMM 301 Introduction to Public Speaking............................ 3

TOTAL UNITS REQUIRED .................................................. 37

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Agriculture Business
CODE #1014
This program is designed to prepare students for entry level employment in agriculture business.

REQUIRED PROGRAM............................................................. Units
AGB 300 Introduction to Agriculture Business.......................... 3
AGB 310 Agriculture Computer Applications.......................... 3
AGB 320 Agriculture Accounting........................................... 3
AGB 321 Agriculture Economics............................................ 3
AGB 330 Agriculture Sales and Communication..................... 3
AGB 331 Agriculture Marketing.............................................. 3
PLTS 310/HORT 302 Soils and Plant Nutrition......................... 3
ANSC 300 Introduction to Animal Science............................. 3
PLTS 300 Introduction to Plant Science................................ 3
ACCT 301 Financial Accounting........................................... 4
BUS 340 Business Law....................................................... 3
ECON 302 Principles of Macroeconomics............................. 3
COMM 301 Introduction to Public Speaking............................ 3

TOTAL UNITS REQUIRED .................................................. 40
AGRICULTURE BUSINESS (AGB)

AGB 300
Introduction to Agriculture Business  3 Units
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides a survey to the business and economics of the agriculture industry; and, an introduction to the economic aspects of agriculture including the agricultural producer, consumer and food system. The management principles encountered in the day-to-day operation of an agricultural enterprise are stressed as they relate to the decision making process.

AGB 310
Agriculture Computer Applications  3 Units
Prerequisite: None
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course introduces computer use in the workplace with emphasis on agribusiness situations. Computer applications including wordprocessing, spreadsheets, databases, and presentation managers will be covered. Also included will be accessing information through the Internet and World Wide Web, telecommunications, an introduction to web page design and other software appropriate to agribusiness.

AGB 320
Agriculture Accounting  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course introduces the principles of agriculture accounting systems and types of records, their use and how to compute and use measures of earnings and cost of production to improve agribusiness efficiency. Also included are farm income tax, Social Security, and employee payroll records.

AGB 321
Agriculture Economics  3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); CSU Area D2
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces the analysis of economic principles of resource allocation, production, cost analysis, and market price equilibrium with primary application to the agricultural sector; supply and demand in commodity pricing under perfect and imperfect competition; and agricultural credit, marketing and policy issues.

AGB 330
Agriculture Sales and Communication  3 Units
Prerequisite: None
Advisory: COMM 301.
Course Transferable to CSU
Hours: 54 hours LEC
This course involves the study of principles and practices of the selling process: selling strategies and approaches, why and how people buy, prospecting, territory management, and customer service. Self-management, communication, and interpersonal skills necessary in developing managerial abilities, leadership qualities, and facilitating teamwork within the agribusiness sector will be explored. Students will gain experience through role-play, formal sales presentations, and job shadowing. The course content is organized to give students an in-depth understanding of the factors and influences that affect the agribusiness industry on a day-to-day basis. Communication, leadership, and management skills are basic tools necessary for future career development within the agribusiness sector, as well as other aspects of life.

AGB 331
Agriculture Marketing  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course is a survey of marketing aspects of the agriculture industry. Students will acquire an overview of the structure and institutional aspects of the marketing system including global agricultural markets. Student projects will include industry studies of the marketing of selected locally grown commodities.

AGB 495
Independent Studies in Agriculture Business  1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

AGB 498
Work Experience in Agriculture Business  1-4 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

AGB 499
Experimental Offering in Agriculture Business .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Program Description
This program offers core courses designed for students enrolled in the Health Information Technology, Medical Assisting, other Allied Health and proposed Pharmacy Technician programs.

Cosumnes River College (CRC) is in the early stages of developing a community college Pharmacy Technician Associate Degree Program, the first in the northern California region. The goal is to develop a complete Pharmacy Technician program that combines rigorous classroom instruction with ample hands-on experience for students; links to existing academic programs and support services at the college; engages highly qualified faculty, including those holding doctoral degrees in Pharmacy (Pharm D), and meets the accreditation standards of the American Society of Health-System Pharmacists. Regional employers have already expressed strong interest in hiring students who complete a CRC Pharmacy Technician degree. To better assess potential student interest, CRC asks that you consider providing your name and contact information through the CRC website at: www.crc.losrios.edu/pharmacy so that we may contact you when these courses become available.

Career Opportunities
See Career Opportunities in Health Information Technology and Medical Assisting
Some Career Opportunities may require more than two years of college study.

Highlights
• Included in two degree programs and a variety of career certificates in health care
• Courses taught by certified health care professionals

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

ALLIED HEALTH (AH)
AH 108
Introduction to Allied Health
1 Unit
Prerequisite: None
Hours: 18 hours LEC
This course provides an introduction to the medical field. Topics include the history of medicine; law and ethics as they pertain to the medical field; confidentiality and reportable incidents; usage of reference materials; and various types of health care delivery systems and allied health careers, including scope of practice. This course is open to all students wishing to explore the health care industry.

AH 110
Medical Language for Health-Care Providers
3 Units
Prerequisite: None
Hours: 54 hours LEC
This course is an orientation to medical language: basic structure of medical terms and their components: prefixes, suffixes, roots, and combining forms with emphasis on analyzation, meaning, spelling, and pronunciation. The course builds a medical vocabulary applicable to the specialties of medicine, the systems of the body, names of major diseases, and terms used in physical examination, diagnosis, and treatment.

AH 120
Human Disease
3 Units
Prerequisite: None
Corequisite: AH 110 and BIOL 102. (Corequisites may be taken previously. BIOL 430 and 431 may be used in place of BIOL 102). Grade of “C” or better required to meet corequisite.
Hours: 54 hours LEC
This course is a study of pathological processes imparting basic knowledge to paramedical personnel. The student will study the basic concepts, terminology, etiology and characteristics of pathological processes. Diseases are classified according to both causative agent and the body system to which they relate.

AH 124
Pharmacology for the Health Care Professional
2 Units
Prerequisite: None
Hours: 36 hours LEC
This course introduces pharmacology, the knowledge of basic pharmacological terminology and concepts, administration, common generic and trade name medications, with an emphasis on the clinical application of pharmacology of the treatment of disease.
AH 295
Independent Studies in Allied Health  1-3 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

AH 299
Experimental Offering in Allied Health  .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
Program Description
This program offers courses designed for students in the Agriculture Business, Veterinary Technology, and proposed Equine Science programs.

Cosumnes River College (CRC) is in the early stages of developing an Equine Science program and degree to offer as early as Fall 2008. The goal is to develop a series of equine-based courses that allow a student several options including attainment of an equine-based associate’s degree, transfer to a four-year university in Animal Science or Equine Science and participation in specialized courses designed to serve the equine enthusiast. To better assess potential student interest, CRC asks that you consider providing your name and contact information through the CRC website at: www.crc.losrios.edu/horses so that we may contact you when these courses become available.

Career Opportunities
See Career Opportunities in Agriculture Business and Veterinary Technology.

Highlights
Provided an introduction to the livestock industry

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo
### ANSC 304
**Livestock Feeding and Nutrition**  
3 Units  
**Prerequisite:** None.  
**Course Transferable to CSU**  
**Hours:** 36 hours LEC; 54 hours LAB  
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. Includes proper selection, evaluation, and utilization of feeds. This course may include field trips and off-site laboratories and the instructor may or may not provide transportation.

### ANSC 495
**Independent Study in Animal Science**  
1-3 Units  
**Prerequisite:** None  
**Course Transferable to CSU**  
**See UC Limitations & Counselor**  
**Hours:** 18 hours LEC; 54 hours LAB

### ANSC 499
**Experimental Offering in Animal Science**  
.5-4 Units  
**Prerequisite:** None  
**Course Transferable to CSU**  
**See UC Limitations & Counselor**  
**Hours:** 72 hours LEC
Program Description
This program offers basic lower division courses in Anthropology. Anthropology serves as an excellent background to many other behavioral sciences. It also assists students in understanding people and the world around them.

Career Opportunities
Anthropologist
Museum Curator
Urban Planner
Health Researcher
Impact Analyst
Instructor
Population Analyst
Transcultural Nursing
Environmental
Forensic Science

Some Career Opportunities may require more than two years of college study.

Highlights
• A friendly faculty with many cross-cultural experiences
• An anthropology lab experience

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

ANTHROPOLOGY (ANTH)

ANTH 300
Physical Anthropology 3 Units
Prerequisite: None.
Advisory: ENGW 51 or ESLR 50; or placement through the assessment process.
General Education: AA/AS Area IV; CSU Area B2; IGETC Area 5B
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course is an introduction to the science of physical anthropology, and analyzes the human place in nature. This class focuses on how humans evolved and the unique role of culture in our evolution and how genetics and reproduction shape our lives. The course also covers the classification and distribution of living and extinct human populations, how we determine the geological age of our ancestors, and our relationship to non-human primates such as monkeys and apes. Topics covered in this course include: the scientific method, principles and mechanisms of genetics and heredity, geological dating methods, classification of humans and our near relatives, social organization and behavior of living primates, comparative anatomy of humans and non-human primates. Field trips such as visits to the local zoo may be included and may involve a small entrance fee.

ANTH 301
Physical Anthropology Laboratory 1 Unit
Prerequisite: None.
Corequisite: ANTH 300
Advisory: ENGW 51, ESLR 50, and MATH 30
General Education: CSU Area B3; IGETC Area 5B
Course Transferable to UC/CSU
Hours: 54 hours LAB

This course is an introductory laboratory course designed to provide students with an opportunity to become familiar with the methods of the science of physical anthropology while investigating topics in laboratory and field situations. Topics covered in the course are: the scientific method, sources of biological variation and forces of evolution, human osteology (bone identification), human variation, taxonomy and comparative osteology of the primates, comparative behavior, and the fossil evidence for human evolution. Field trips such as visits to the local zoo may be included and may involve a small entrance fee. This course is designed as a companion course to Anthropology 300 - Introduction to Physical Anthropology.
ANTH 310
Cultural Anthropology  
3 Units  
Prerequisite: None.  
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A  
Course Transferable to UC/CSU  
Hours: 54 hours LEC

This course is an introduction to the varieties of customs and forms of social life of human beings, in both western and non-western peoples, with the aim of understanding the structure and functioning of societies. Topics include subsistence methods, religious belief systems, linguistics, trade and economic systems, arts, kinship, marriage and family systems, sources of change due to internal and external forces. Anthropological concepts will be stressed: human culture, cultural relativism, holism, ethnocentrism, cross-cultural comparisons, fieldwork and theory. Also analyzed are multicultural customs and their usefulness in the societies in which they occur and how culture is flexible and adaptive in a variety of settings. A field trip may be required at the discretion of the instructor.

ANTH 319
Visual Anthropology:  
Introduction to Ethnographic Film  
3 Units  
Prerequisite: None.  
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D1  
Course Transferable to CSU  
Hours: 54 hours LEC

This course provides an introduction to the use of film by anthropologists as a research and educational tool. Students will view and evaluate a series of films depicting different cultures from around the world. Students will be expected to analyze a variety of peoples from various ethnic groups in differing cultural contexts as to their contributions to the world community without prejudice or ethnocentrism. Cultures include: Native American, Pacific Islander, Latin American, African, Australian aborigine and others. Analysis will focus on examining various attributes of each ethnographic film and their treatment by a number of anthropological filmmakers.

ANTH 320
Introduction to Archaeology and World Prehistory  
3 Units  
Prerequisite: None.  
General Education: AA/AS Area V(b); CSU Area D1; IGETC Area 4A  
Course Transferable to UC/CSU  
Hours: 54 hours LEC

This course is an introduction to Archaeology and World Prehistory. It is a study of the prehistoric, cultural and social record of Africa, Europe, Asia, and the Americas and island societies. The course introduces students to the theory, concept, and methods employed in the study of human prehistory in the social sciences. It stresses how archaeology addresses questions about the development and diverse evolution of social and cultural systems. The course conveys an understanding of how questions, methods and techniques of archaeology are directed by anthropological theory, and surveys the history of archaeology/prehistory and its modern concerns. Prehistory explores the problems and achievements of non-literate and "traditional" cultures, diverse communities, and classes over time based on a comparison of a wide range of archaeological examples from all over the world.

ANTH 330
Magic, Witchcraft, and Religion  
3 Units  
Prerequisite: None.  
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A  
Course Transferable to UC/CSU  
Hours: 54 hours LEC

This course is a cross-cultural study of the forms and functions of supernatural beliefs and associated rituals in various societies around the world. Emphasis of the course is on understanding beliefs and rituals within their social contexts and on broad comparisons to derive insight into the general functions of beliefs and rituals in human life. A field trip may be included in the course activities.

ANTH 332
Native Peoples of California  
3 Units  
Prerequisite: None.  
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A  
Course Transferable to UC/CSU  
Hours: 54 hours LEC

This course provides a study of the many cultures of the different native inhabitants of California from the prehistoric period to the present time. In addition it will cover an introduction to the diversity and complexity of aboriginal California. It includes the environmental adaptation, material culture, social structure, ideology, and response to change. In addition to gaining perspectives on the great diversity of aboriginal cultures in California, the student will examine the impact of the other Native, European, Asian and African groups on those cultures as well as the contributions of Native Californians to the cultures of the Americas.

ANTH 334
Native Peoples of North America  
3 Units  
Prerequisite: None.  
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D1; IGETC Area 4A  
Course Transferable to UC/CSU  
Hours: 54 hours LEC

This course is an introductory survey of traditional Native American societies. The course will describe our understanding of the peoples and cultures of North America and emphasize native ecological adaptations, languages, social organizations, religion, mythologies and world view, and artistic representations. The student will critically examine the impact of tribal nations on each other as well as the interactions between Native Americans and Europeans, Africans, Asians, Pacific Islanders and others. Perspectives on changes in traditional life and Native American's current position in American society will be included as well as contributions of Native Americans to the cultures of the Americas. A field trip will be optional.

ANTH 341
Introduction to Linguistics  
3 Units  
Prerequisite: None.  
General Education: AA/AS Area V(b); CSU Area D1; IGETC Area 4A  
Course Transferable to UC/CSU  
Hours: 54 hours LEC

This course will involve the student in the exploration of the role of language in social interaction and world view, minority languages and dialects, bilingualism, literacy and the social motivation of language change. The student will also be introduced to the analytical techniques of linguistics and the demonstration of their relevance to language in sociocultural issues.
ANTH 360  
**The Human Exhibition: Introduction to Museum Studies**  
3 Units  
Prerequisite: None.  
General Education: AA/AS Area V(b)  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course is an introduction to Museum Studies (Museology). Museums for anthropology, science, art and history will be examined as to their purpose, methods and care. Students will learn about the function of museums in education and interpretation. Collection, preservation and display techniques will be demonstrated and practiced. Students will visit several local museums as class field trips and individual exploration. Students will also prepare a museum display for exhibit on campus.

ANTH 374  
**Birth to Death: The Anthropology of Primate Culture and Behavior**  
3 Units  
Prerequisite: None.  
General Education: AA/AS Area V(b); CSU Area D1; IGETC Area 4A  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course will provide an overview of the life cycle of all primates, including humans, from an anthropological perspective. The basic biology behind the human life cycle will be examined and compared to nonhuman primates. Human and nonhuman primate life histories will be examined cross culturally and will be compared and contrasted in light of their evolution and origins. The class will stress how cultural practices interact and support optimal reproductive behavior. Topics will include gestation and birth, adolescence, mating strategies and group structure, adulthood and senescence.

ANTH 495  
**Independent Studies in Anthropology**  
1-3 Units  
Prerequisite: None  
Course Transferable to CSU  
See UC Limitations & Counselor  
Hours: 18 hours LEC; 54 hours LAB

ANTH 498  
**Work Experience in Anthropology**  
1-4 Units  
Prerequisite: None.  
General Education: AA/AS Area III(b)  
Course Transferable to CSU  
Hours: 300 hours LAB  
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

ANTH 499  
**Experimental Offering in Anthropology**  
.5-4 Units  
Prerequisite: None  
Course Transferable to CSU  
See UC Limitations & Counselor  
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.S.—Architectural Design Technology

CERTIFICATE
Architectural Design Technology

Program Description
This program provides students with a background in Architectural Drafting. Students who successfully complete the suggested program will be capable of doing detail and layout work normally expected of the drafting aide or technician.

The program is designed to provide transfer opportunities in the Environmental Design and/or Construction Management disciplines as well as opportunities for students to qualify for employment in a variety of positions within related industries.

NOTE: It is highly recommended that each student keep a complete record of work to present for evaluation by university program advisors and/or employers.

Career Opportunities
Architectural Draftspersons  Designer/Technicians
Planning Assistants  CADD Operators
Facilities/Space Planner

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• State-of-the-art computer aided drafting laboratory

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.S.—Architectural Design Technology
CODE #1086
This degree program utilizes CADD to prepare students for careers or transfer in the area of Design Drafting with an emphasis in Architectural Drafting.

REQUIRED PROGRAM.................................................................Units
ADT 300  Basic Technical Drafting........................................3
ADT 310  Introductory Computer-Aided Design Drafting.........3
ADT 312  Intermediate Computer-Aided Design Drafting......3
ADT 314  Advanced Three Dimensional Computer-Aided Design Drafting........................................3
ARCH 320  Architectural Design and Communication I ........3.5
ARCH 330  Design Fundamentals ........................................3.
ARCH 321  Architectural Design and Communication II.........3.5
ARCH 322  Architectural Design and Communication III........3.5
ARCH 323  Design Awareness.............................................3
ARCH 324  Architectural Working Drawings.......................4
BIT 100  Introduction to the International Building Code......3
CMT 310  Materials of Construction...............................3
CMT 112  Construction Estimating.................................3
TOTAL UNITS REQUIRED.........................................................41.5

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Architectural Design Technology
CODE #1086
This certificate program utilizes CADD to prepare students for careers in the area of Design Drafting with an emphasis in Architectural Drafting.

REQUIRED PROGRAM.................................................................Units
ADT 300  Basic Technical Drafting........................................3
ADT 310  Introductory Computer-Aided Design Drafting.........3
ADT 312  Intermediate Computer-Aided Design Drafting......3
ADT 314  Advanced Three Dimensional Computer-Aided Design Drafting........................................3
ARCH 320  Architectural Design and Communication I ........3.5
ARCH 330  Design Fundamentals ........................................3.
ARCH 321  Architectural Design and Communication II.........3.5
ARCH 322  Architectural Design and Communication III........3.5
ARCH 324  Architectural Working Drawings.......................4
CMT 310  Materials of Construction...............................3
TOTAL UNITS REQUIRED.........................................................32.5
ARCHITECTURAL DESIGN TECHNOLOGY (ADT)

ADT 300
Basic Technical Drafting  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This is a fundamental drafting course designed for students of the built environment with an emphasis on architectural drafting. Course subject areas include proper use of instruments, geometric constructions, lettering, sketching, dimensioning, orthogonal and auxiliary views, paraline drawings, sectioning, detail and assembly drawings, development drawings, graphic reproduction, architectural drawings, symbols and topographic drawings. The course will also include a discussion of career choices.

ADT 310
Introductory Computer-Aided Design Drafting  3 Units
Prerequisite: None
Advisory: ADT 300 (may be taken concurrently).
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course provides students with an introduction to the study of 2-D Architectural Computer Aided Drawing. The course content will include, but not be limited to developing student comprehension of CADD software and their ability to operate the software in a professional manner in the production of Architectural related drawings experienced within the industry sector.

ADT 312
Intermediate Computer-Aided Design Drafting  3 Units
Prerequisite: None
Advisory: ADT 310.
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC; 54 hours LAB
Mechanical and architectural computer-aided design drafting with emphasis on intermediate and advanced dimensioning, drawing and documentation. Students will develop floor plans using advanced dimensioning and tolerancing techniques, create reference Blocks/ wBlocks, Symbols, Library, Isometric drawing and dimensioning, assigning attributes, generating bill of materials, external referencing, multiple view-ports and introductory three-dimensional creation.

ADT 314
Advanced Three Dimensional Computer-Aided Design Drafting  3 Units
Prerequisite: None
Advisory: ADT 312.
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC; 54 hours LAB
This course covers the basic and advanced 3-dimensional study in computer-aided design drafting with emphasis in the architectural and mechanical fields. Course subject areas will include 3-D studies in dimensioning, blocking, surface modeling, and viewing in 3-D space through model/drawing development.

ADT 495
Independent Studies in Architectural Design Technology  1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

ADT 498
Work Experience in Architecture Design Technology  1-4 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

ADT 499
Experimental Offering in Architectural Design Technology  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.S.—Architecture

CERTIFICATE
Architectural Technology

Program Description
This program offers students study and job-related experience in architectural drafting, construction techniques, design, rendering, and energy systems as well as opportunities to develop skills necessary for employment in the professional field of architecture. Transfer programs are articulated with California State Polytechnic University at San Luis Obispo and the University of California at Berkeley.

Career Opportunities
Architecture  Drafting
Inspection  Planning
Construction Administration

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Participation in architecturally-related events such as the Design Village Competition at Cal Poly San Luis Obispo
• Architecture has been honored by Los Rios Community College District as one of its “Programs of Distinction”.
• Special studies in environmental sustainability and energy conscious design. Participation in the Leading Edge Energy Design Competition and the United States Green Building Council Energy Competition.
• Liaison with professional organizations such as the American Institute of Architects (AIA) and the Construction Specification Institute (CSI)

Transfer
The Architectural Transfer Program attempts to satisfy the academic background and skills necessary for a student to transfer with an advanced standing to an accredited four- or five-year program. Because programs vary considerably, a student should consult a counselor.

The course work may include the required transfer general education courses and the core courses listed below:

- Architecture 300, 310, 320, 321, 322, 329, 330, 332, 334
- Construction Management Technology 310
- Architectural Design Technology 310
- Mathematics 400, 401
- Physics 411 (UC Berkeley)
- Physics 350, 360 (CSU)

A student needs to acknowledge that selection for admission to accredited Schools of Architecture is highly competitive. It is recommended that students keep a portfolio of all architectural coursework completed at CRC to present for evaluation by university program advisors. Some universities require portfolios prior to granting transfer credit or gaining admission.

DEGREE
A.S.—Architecture
CODE #1109

The objective of this program is to develop design and job-related skills necessary for entry into the professional field of architecture. The curriculum focuses on development of critical thinking and problem solving abilities as a means to creative thinking. College preparation for a career in architecture spans several disciplines and includes the development of knowledge and competencies in areas such as: architectural history and design; visual communication and drawing; computer drafting and rendering; construction methods and materials; energy systems and an understanding of human needs and sociology as they relate to the built environment.

REQUIRED PROGRAM

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<th>Course</th>
<th>Units</th>
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<td>TOTAL UNITS REQUIRED</td>
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G.E. Graduation Requirements for this degree - See pages 20-21.
**CERTIFICATE**

**Architectural Technology**

CODE #1116

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**REQUIRED PROGRAM................................................Units**

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<tr>
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<tbody>
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</tr>
<tr>
<td>ARCH 334</td>
<td>Advanced Design in Three Dimensions</td>
<td>3</td>
</tr>
<tr>
<td>ARCH 310</td>
<td>History of Architecture</td>
<td>3</td>
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<tr>
<td>CMT 310</td>
<td>Materials of Construction</td>
<td>3</td>
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<tr>
<td>ADT 310</td>
<td>Introductory Computer-Aided Design Drafting</td>
<td>3</td>
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<tr>
<td>TOTAL UNITS REQUIRED ..........................................................</td>
<td>32.5</td>
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**ARCHITECTURE (ARCH)**

**ARCH 300**

Introduction to Design Professions  2 Units

*Prerequisite: None*

Course Transferable to UC/CSU

See UC Limitations & Counselor

Hours: 36 hours LEC

Comprehensive study of the design professions and occupations. Each student will evaluate his/her interest and potential of success in the areas of his/her choice. This course is required of all beginning architectural students.

**ARCH 310**

History of Architecture  3 Units

*Prerequisite: None.*

Advisory: Eligibility for ENGWR 101

General Education: AA/AS Area I; CSU Area C1

Course Transferable to UC/CSU

See UC Limitations & Counselor

Hours: 54 hours LEC

Architecture design theories and practices of the late 19th and 20th century to the present including the Beaux Arts, Art Nouveau, Expressionism, De Stijl International style, Fascist Ideologies, Regionism, Post World War II Amalgamations of Twentieth Century idioms and recent reactions to contemporary standardization.

**ARCH 320**

Architectural Design and Communication I  3.5 Units

*Prerequisite: None*

Course Transferable to UC/CSU

See UC Limitations & Counselor

Hours: 54 hours LEC; 27 hours LAB

This course includes the principles, concepts, methods and skills pertaining to the freehand and drafted construction of drawings employing orthographic, axonometric, oblique, and lineal perspective drawing systems to represent ideas, objects and environments. The principles and concepts of two and three-dimensional visual and architectural design are included. This course is required of all beginning architectural students.

**ARCH 321**

Architectural Design and Communication II  3.5 Units

*Prerequisite: None*

Course Transferable to UC/CSU

See UC Limitations & Counselor

Hours: 54 hours LEC; 27 hours LAB

This course is a continuation and development of the content and issues introduced in ARCH 320 plus the principles, concepts, methods and skills pertaining to the freehand and drafted visualization and communication of quantitative and qualitative information to support analysis and conceptualization.

**ARCH 322**

Architectural Design and Communication III  3.5 Units

*Prerequisite: None*

Course Transferable to UC/CSU

See UC Limitations & Counselor

Hours: 54 hours LEC; 27 hours LAB

This course is a continuation and extension of the content and issues introduced in ARCH 320 and ARCH 321, plus the principles, concepts, methods and skills pertaining to the digital construction of drawings employing orthographic, axonometric, oblique, and lineal perspective drawing systems to represent ideas, objects and environments.

**ARCH 325**

Architectural Digital Design and Communication I  2 Units

*Prerequisite: None*

Course Transferable to UC/CSU

See UC Limitations & Counselor

Hours: 18 hours LEC; 54 hours LAB

This is a studio course to explore principles, concepts, methods and skills pertaining to the digital construction of drawings employing orthographic, axonometric, oblique, and lineal perspective drawing systems to represent ideas, objects and environments.

**ARCH 326**

Architectural Digital Design and Communication II  2 Units

*Prerequisite: None*

Corequisite: ARCH 321. Grade of "C" or better required to meet corequisite.

Course Transferable to UC/CSU

See UC Limitations & Counselor

Hours: 18 hours LEC; 54 hours LAB

This course is a continuation and development of the content and issues introduced in ARCH 325, plus the principles, concepts, methods and skills pertaining to the digital construction of shadows, digital and physical model building, entourage and color theory.

**ARCH 327**

Architectural Digital Design and Communication III  2 Units

*Prerequisite: None*

Corequisite: ARCH 322. Grade of "C" or better required to meet prerequisite.

Course Transferable to UC/CSU

See UC Limitations & Counselor

Hours: 18 hours LEC; 54 hours LAB

This course is a continuation and extension of the content and issues introduced in ARCH 325 and ARCH 326, plus the principles, concepts, methods and skills pertaining to the digital visualization and communication of quantitative and qualitative information to support analysis and conceptualization.
ARCH 329
Architectural Working Drawings  4 Units
Prerequisite: None
Advisory: ARCH 321 or ADT 300.
Course Transferable to CSU
Hours: 54 hours LEC; 54 hours LAB
Introduction to residential design and construction documents. Students will design a residence and produce a complete set of architectural working drawings.

ARCH 330
Design Fundamentals  3 Units
Prerequisite: None
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 45 hours LEC; 27 hours LAB
Design fundamentals; study of creative problem solving techniques, two-dimensional design and graphic communication skills.

ARCH 332
Design Awareness  3 Units
Prerequisite: None.
Advisory: ARCH 320 and 330
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 18 hours LAB
Design problems in three dimensions. Study of space, form, structure, color, materials, and their impact on our visual environment.

ARCH 334
Advanced Design in Three Dimensions  3 Units
Prerequisite: None.
Advisory: ARCH 332.
Course Transferable to CSU
Hours: 54 hours LEC; 18 hours LAB
Problems in three dimensional design. Beginning studies in space, form, function, and other criteria. Continuation of ARCH 332 with an introduction to functional and environmental issues.

ARCH 340
Introduction to Green Buildings I  1.5 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 27 hours LEC
This course is the study of theory and application of climate, energy use and comfort as determinants of architectural form in small scale buildings. Emphasis is placed on architectural methods and topics related to indoor and outdoor air quality; history of energy and vernacular architecture; energy sources for buildings; heat transfer and flow for envelope-load dominated buildings; human comfort and performance; site and climate analysis; climate and strategies for buildings; psychrometry; designing for heating and cooling; and heating and cooling systems. The course enhances students knowledge base and preparation for design classes, ARCH 332, ARCH 334 and ARCH 341.

ARCH 341
Introduction to Green Buildings II  1.5 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 27 hours LEC
This course is the study of theory and application of climate, energy use and comfort as determinants of architectural form in small scale buildings. Emphasis is placed on architectural methods and topics related to indoor and outdoor air quality; history of energy and vernacular architecture; energy sources for buildings; heat transfer and flow for envelope-load dominated buildings; human comfort and performance; site and climate analysis; climate and strategies for buildings; psychrometry; designing for heating and cooling; and heating and cooling systems. The course enhances students knowledge base and preparation for design classes, ARCH 332, ARCH 334 and ARCH 340.

ARCH 349
Experimental Offering in Architecture  .5-4 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

ARCH 495
Independent Studies in Architecture  1-3 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

ARCH 498
Work Experience in Architecture  1-4 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.
DEGREES
A.A.—Art, Studio Art
A.A.—Art, Design
A.A.—Art, Art History

Program Description
CRC’s art curriculum offers introductory and intermediate level courses in painting, digital art, drawing, sculpture, ceramics, printmaking and design, as well as courses in art appreciation and art history. Through the program’s art theory and art practice classes, students develop an awareness and understanding of the materials, tools, rationale and significance of art in society. The art curriculum’s critical thinking and technical skills components encourage students to utilize independent thought processes and problem solving. This program provides transfer and employment opportunities as well as personal enrichment for students.

With a choice of acquiring an A.A. degree in one of three areas related to art, the student can tailor the program to their interests. The A.A. degree in Art-History allows the student to focus on the history, theory and research of art products, architecture and artifacts. The A.A. degree in Art-Design allows the student wanting to develop their individual skill, ideation and creative processes emphasizing 2-D or 3-D art forms. The A.A. degree in Art-Studio Art is designed for the student wanting to develop their individual skill, ideation and creative process as it relates to the applied arts, e.g. graphic design, product design, architecture, web design, interior design, etc.

The art faculty is composed of professional artists with diverse specializations encompassing the spectrum of the classes offered.

Career Opportunities
Painter
Sculptor
Ceramist
Art Instructor
Illustrator
Printmaker
Digital Publishing Specialist
Graphic Designer
Gallery Director
Graphic Artist
Digital Artist
Museum Curator
Art Historian
Art Buyer

Some Career Opportunities may require more than two years of college study.

Highlights
• Art faculty who have exhibited regionally, nationally and internationally
• Opportunities to explore artistic pursuits in two- and three-dimensional media using a wide variety of materials and techniques
• Regularly scheduled trips to major museums
• Guest lectures and demonstrations
• New state-of-the-art facility

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A.—Art, Studio Art
CODE #1267

The A.A. degree in Art-Studio Art is designed for the student wanting to develop their individual skill, ideation and creative process emphasizing 2-D or 3-D art forms.

REQUIRED PROGRAM .......................................................... Units
ART 300 Elementary Drawing and Composition ......................... 3
ART 304 Figure Drawing and Composition ................................. 3
ART 320 Design: Fundamentals ................................................. 3
ART 370 Three-Dimensional Design ........................................ 3
Plus two (2) art history courses selected from: ...................... 6
ARTH 303, 309, 311, 312, 332
Plus four (4) courses from chosen emphasis of 2-D or 3-D art forms: .................................................. 12
ART 301, 305, 312, 324, 327, 328, 330, 336, 361, 362, 364, 372, 373, 402, 404, 410; ARTNM 324, 326
Special Projects: ART 494 or 499 .............................................. 2
TOTAL UNITS REQUIRED .................................................. 32
G.E. Graduation Requirements for this degree - See pages 20-21.

DEGREE
A.A.—Art, Design
CODE #1268

The A.A. degree in Art-Design allows the student to focus on the application of art skills and the creative process as it relates to the applied arts, e.g. graphic design, product design, architecture, web design, interior design, etc.

REQUIRED PROGRAM .......................................................... Units
ART 300 Elementary Drawing and Composition ......................... 3
ART 304 Figure Drawing and Composition ................................. 3
ART 320 Design: Fundamentals ................................................. 3
ART 323 Design: Color Theory ................................................. 3
ART 370 Three-Dimensional Design ........................................ 3
Plus two (2) courses selected from: .................................... 5
ART 325, 410; ARTNM 324; CISA 330, 331; JOUR 335, 336
Plus one (1) art history course from: ...................................... 1-3
ARTH 303, 309, 311, 312, 332; PHOTO 300
Special Projects: ART 494 or 499 .............................................. 2
TOTAL UNITS REQUIRED .................................................. 23-25
G.E. Graduation Requirements for this degree - See pages 20-21.
DEGREE
A.A.—Art, Art History
CODE #1270

The A.A. degree in Art-History allows the student to focus on the history, theory and research of art products, architecture and artifacts.

REQUIRED PROGRAM ..........................................................Units
ARTH 303   Art Survey: Ancient to 14th Century .....................3
ARTH 309   Art Survey: Renaissance to 19th Century ................3
ARTH 311   Art Survey: Modern Art .......................................3
Plus three (3) courses selected from: .....................................7
HUM 300, 310, 320, 332;
ARCH 310;
ARTH 312, 332;
PHOTO 300
Plus one (1) studio course selected from: ............................3
ARTH 300, 304, 320, 327, 336;
ARCH 320
Special Projects: ................................................................2
ART 494 or 499
TOTAL UNITS REQUIRED ......................................................21

G.E. Graduation Requirements for this degree - See pages 20-21.

ART (ART)

ART 300
Elementary Drawing and Composition 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB

This course covers the fundamentals of drawing emphasizing the use of line, shape, value, perspective, space, and composition. It introduces and uses various mediums and techniques for drawing. This is a foundation requirement for all art students. This course may be taken twice for credit.

ART 301
Digital Drawing and Composition 3 Units
(formerly: ART 450)
Prerequisite: None.
General Education: AA/AS Area I
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB

This course is designed to address the traditional qualities of creative drawing and the unique properties of drawings produced using computer technology. The course includes problems in observation and expression and the translating of these experiences into graphic terms by exploration of gesture, line, texture, shape, volume, space, perspective, light, and shadow. A lab fee is required for digital printing. Field trips may be planned that may require a fee.

ART 302
Elementary Drawing and Composition 3 Units
Prerequisite: ART 300 with a grade of "C" or better
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB

This studio course utilizes the skills acquired in ART 300 to pursue more complex problems. The student will initiate and execute a series of related works. This course may be taken twice for credit.

ART 304
Figure Drawing and Composition 3 Units
Prerequisite: ART 300 with a grade of "C" or better
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB

This studio class offers drawing from the human figure. There will be lectures and discussion on proportion, anatomy, and the relationship of the figure to space and composition. This course may be taken twice for credit. This course has an additional lab fee. Student may wish to challenge the prerequisite by presenting to the instructor a portfolio of their work.

ART 305
Figure Drawing and Composition 3 Units
Prerequisite: ART 304 with a grade of "C" or better
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB

This studio course offers drawing from the human figure. There will be lectures and discussion on proportion, anatomy, and the relationship of the figure to space and composition. This course may be taken twice for credit.

ART 307
Rendering 3 Units
Prerequisite: ART 300 with a grade of "C" or better
General Education: AA/AS Area I
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB

This course covers problems in linear and tonal drawing techniques resulting in the accurate representation of objects and environments.

ART 312
Portrait Drawing 3 Units
Prerequisite: None.
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB

This course is an introduction to and exploration of the human face as a subject in art. Focus will be placed on the development of skills needed to portray specific individuals rather than a generalized image. This is primarily a practice course including elements of the history and traditions of portraiture as well as anatomy. The course may be taken twice for credit.

ART 316
Cartooning 3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB

This course is an introduction to cartoon drawing, styles, and content development as used for comic strips, commercial art, graphic design, periodicals, political cartoons, and animation. This course may be taken twice for credit.
ART 320
Design: Fundamentals 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course is comprised of lectures and projects concentrating on the elements of design (line, shape, color, texture, form, space) and the principles of organization (such as unity, variety, contrast, balance, emphasis, etc.) as applicable to both the fine and applied arts.

ART 323
Design: Color Theory 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course covers studio problems in the use and understanding of color and its application to works of art, interior design, and graphics. Basics of color theory, and color interchange. It also includes image and composition as related to the use of color both functionally and creatively.

ART 324
Collage and Assemblage 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course investigates the alteration and creation of a dimensional surface with found and constructed materials. Topics on the history of collage and assemblage and the application of historical and contemporary techniques and concepts provide the impetus for production of works of art. Development of a personal visual language is fundamental to this course. Field trips may be planned that may require a fee.

ART 325
Introduction to Graphic Design 3 Units
Prerequisite: ART 320. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This is an introduction to the visual communication arts. The course will cover a series of creative problems designed to analyze letterform and image and demonstrate impact on visual perception. The student will be introduced to the terminology and visual language of graphic design. Students may wish to challenge the prerequisite on the basis of equivalent experience.

ART 327
Painting 3 Units
Prerequisite: None.
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This is an introduction to the tools, materials, and techniques of painting. Coursework includes exercises in light and color theory, description of form, color and spatial development, and composition. This course may be taken two times for credit.

ART 328
Painting 3 Units
Prerequisite: ART 327 with a grade of "C" or better
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This is an intermediate studio course for the student who wishes to develop greater technical skills and problem-solving ability in a more independent framework. The student will initiate and execute progressively complex problems and assignments. This course may be taken two times for credit.

ART 330
Mural Painting 3 Units
Prerequisite: None.
General Education: AA/AS Area I
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course is a comparative survey of the use of mural painting as an interactive, public art form used throughout the world and across time from ancient Egypt to contemporary US graffiti. The class will examine a site, research a project, do plans and execute a public mural. This course may be taken two times for credit.

ART 336
Watercolor Painting 3 Units
Prerequisite: None
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This is an introduction to transparent watercolor painting. The class covers media, methods of brush painting, representational and non-representational composition, color relationships, and creative resolutions to watercolor problems. This course may be taken two times for credit.

ART 337
Intermediate Watercolor Painting 3 Units
Prerequisite: ART 336 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This class builds on skills developed in ART 336. It includes an in-depth study of contemporary methods and concepts in transparent watercolor. Emphasis is given to different approaches in watercolor, composition, technical problems and solutions, and individual style development. This course may be taken two times for credit. Students may wish to challenge the prerequisite on the basis of equivalent experience.

ART 338
Introduction to Digital Painting I 3 Units
Prerequisite: None.
General Education: AA/AS Area I
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course is an introduction to the tools, materials, and techniques of painting using digital software to create and manipulate images. Coursework includes exercises in light and color theory, description of form, color and spatial development, and composition. The fundamental skills of drawing and painting will be applied to individual portfolio quality projects. Field trips may be planned that may require a fee. This course may be taken twice for credit.
ART 361
Printmaking: Survey 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This is a printmaking survey course which may include relief (wood and linoleum), Intaglio (etching and drypoint), stencil (silkscreening) and monoprint processes. This course may be taken two times for credit. This course has an additional lab fee.

ART 362
Printmaking: Intaglio 3 Units
Prerequisite: None.
General Education: AA/AS Area I
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course studies the techniques of Intaglio process including etching, aquatint, drypoint, engraving and mezzotint. This course may be taken three times for credit. This course has an additional lab fee.

ART 364
Printmaking: Relief 3 Units
Prerequisite: None.
General Education: AA/AS Area I
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course presents the techniques of wood and linoleum cutting and printing by hand and by press. This course may be taken three times for credit. This course has an additional lab fee.

ART 370
Three Dimensional Design 3 Units
Same As: ART 370
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This is a studio course covering the analysis of historical and contemporary designs and the resolution of technical and conceptual problems (using a variety of media such as: wood, fabric, glass, etc.) by the creation of 3-dimensional forms. Form, color, space, composition, and other formal values will be considered.

ART 372
Sculpture 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This is a basic practice class in the expressive use of form and color in space. The student will use a variety of media, including plaster, wood, glass, clay, or stone. Creative effort, development of individual expression, new ideas, and knowledge of technical processes will be stressed. Content will be developed by using both historical and contemporary approaches. This course may be taken two times for credit.

ART 373
Intermediate Sculpture 3 Units
Prerequisite: ART 372.
Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course further develops concepts and techniques acquired in ART 372 in the expressive use of form and color in space. The student will concentrate on given aspects of spatial relationships and the concept of a series, related grouping, or progression of sculpture. This course may be taken two times for credit. Students may wish to challenge the prerequisite on the basis of equivalent experience.

ART 374
Wheel Thrown Ceramics, Beginning 3 Units
Prerequisite: None.
General Education: AA/AS Area I
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course is an introductory class in wheel-thrown ceramics. The course will provide students with a broad understanding of the ceramics process, from clay composition to fired-glazed wares. Alternative firing processes are explored, such as Raku, pit firing, and sawdust firing. Students at all skill levels may enroll in the class. The class may be taken two times for credit.

ART 375
Wheel Thrown Ceramics, Intermediate 3 Units
Prerequisite: ART 394. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course is an intermediate class in wheel thrown ceramics. The course will provide students with opportunities to further explore the technical and creative processes of ceramic pottery-making, such as, Raku and primitive firing processes and experimentation of different surface treatments. The class may be taken two times for credit.

ART 376
Wheel Thrown Ceramics, Advanced 3 Units
Prerequisite: ART 395. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course is an advanced class in wheel thrown ceramics. The class will provide students with individual approaches to create their own unique pottery forms. Emphasis will be placed on more aesthetic approaches to pottery-making. Students will be able to express individual artistic concepts and ideas through pottery forms using various advanced ceramic techniques, which include glazing, firing, and surface treatment. The class may be taken two times for credit.

ART 402
Beginning Clay Sculpture 3 Units
Prerequisite: None
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course is an introduction to the basic hand-building techniques and methods. The class includes glazing and firing processes used in clay sculpture. Lectures and group discussions will be conducted in connection with the course. This class may be taken two times for credit.
ART 404
Intermediate Clay Sculpture  3 Units
Prerequisite: ART 402. Grade of “C” or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course is an intermediate class in ceramic sculpture techniques and methods. The class will include glazing, surface treatment and various firing processes used in clay sculpture. Focus will be placed on in-depth examination of contemporary ceramic sculpture. This class may be taken two times for credit.

ART 410
Beginning Photography  3 Units
Same As: PHOTO 301
Prerequisite: None.
Corequisite: PHOTO 300 (may be taken concurrently)
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
A course combining lectures and hands-on experience in black and white photography. Instruction includes camera function, exposure control, film processing, enlarging prints, low-light photography, and print finishing. Creative control and elements of composition will also be stressed. The format of the class includes lectures, slide presentations, lab time, written tests, and a portfolio. A lab fee is charged for all studio classes. This course is the same as PHOTO 301. This course under either name, may be taken only one time for credit. See “Cross-Listed Courses” in the catalog.

ART 430
Art and Children  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1
Course Transferable to CSU
Hours: 45 hours LEC; 27 hours LAB
This is an exploratory course in children’s art, dealing with the three aspects of art: seeing and feeling visual relationships, producing works of art, and knowing and understanding art objects. At each age and grade level, art will be selected as it relates to the child’s growth and development. Suggested for recreational leadership, preschool or elementary teachers, and caregivers.

ART 494
Topics in Art  .5-4 Units
Prerequisite: None
Advisory: ART 300 and 320.
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 36 hours LEC; 54 hours LAB
This course is designed to give students an opportunity to study topics not included in current course offerings. This course may be repeated for credit, providing there is no duplication of topics.

ART 495
Independent Studies in Art  1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

ART 499
Experimental Offering in Art  .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

ART HISTORY (ARTH)

ARTH 300
Introduction to Art  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This is an overview of the visual arts including: drawing, sculpture, artifacts, architecture, painting, and printmaking. We will examine the materials, methods, and design principles of creating. This course is recommended as a basis for the understanding of art.

ARTH 303
Art Survey: Ancient to 14th Century  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course traces the developments in art from pre-historic times through the 14th Century. Emphasis will be given to artifacts, architecture, painting, and printmaking. We will examine the materials, methods, and design principles of creating. This course is recommended as a basis for the understanding of art.

ARTH 309
Art Survey: Renaissance to 19th Century  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course covers the architecture, graphic art, artifacts, painting and sculpture of world cultures from Renaissance period through the 19th Century.

ARTH 311
Art Survey: Modern Art  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course presents the study and evaluation of diverse art forms from late 19th Century through the 21st Century.
ARTH 312
Women in Art  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This is a survey course of women's art from the Middle Ages to the present; including the art of both European and non-European cultures. ARTH 312 is presented through slide lecture and discussion which will include historical and cultural context, limitations imposed by society, and the differences and similarities of other artists in each period.

ARTH 326
Traditional Native American Art  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
Traditional Native American cultures exemplified their religious philosophy and reverence for nature in the utilitarian and art objects they created with clay, stone, fiber and wood. This class introduces the history, culture, mythology and art of the Southwest, Nevada and California Native Americans.

ARTH 328
Survey of African Art  3 Units
Prerequisite: None.
General Education: AA/AS Area I; AA/AS Area VI
Course Transferable to CSU
Hours: 54 hours LEC
This course is an introduction to the arts of black Africa in terms of its cultural and philosophical background; its materials and techniques; and its impact on 20th Century Western art. One field trip is required.

ARTH 332
Asian Art  3 Units
Prerequisite: None.
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to and comparative survey of the major forms and trends in the arts, architecture and artifacts of Asia from the Neolithic to the contemporary. The role of secular and religious ideas and ideals are examined, the similarities and differences among the cultures are assessed and the contributions to world culture will be appraised to create understanding, appreciation and tolerance.

ARTH 499
Experimental Offering in Art History .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

ART NEW MEDIA (ARTNM)

ARTNM 302
Digital Basics for Art New Media  1.5 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC; 27 hours LAB
This course is an introduction to the digital environment for Art New Media. Topics of Mac OS, digital vocabulary, scanning, saving and file formats will be included. Distinctions between vector, bitmap, and page layout applications will be made using Adobe Illustrator, Adobe Photoshop, Adobe InDesign and/or Painter.

ARTNM 324
Digital Design  3 Units
Prerequisite: None.
Advisory: ART 300, ART 320, CISC 302, or JOUR 330
General Education: AA/AS Area I
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course is an introduction to computer-based design using the basic operating principles of Adobe Illustrator. Design skills and the tools of the software application will be applied in individual portfolio of projects. This course may be taken four times for credit on new versions of software.

ARTNM 326
Digital Painting  3 Units
Prerequisite: None
Advisory: CISC 302 or JOUR 330; and ART 300.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course introduces the basic operating principles of Painter software to create and manipulate images. The fundamental skills of drawing and painting will be applied to individual portfolio quality projects. This course may be taken four times for credit.

ARTNM 495
Independent Studies in Art New Media  1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

ARTNM 499
Experimental Offering in Art New Media .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A.—Automotive Mechanics Technology

CERTIFICATES
Automatic Transmissions/Transaxles
Automotive Mechanics Technology
Automotive Brakes
Automotive Electrical Systems
Automotive Engine Repair
Automotive Heating & Air Conditioning
Automotive Engine Performance
Automotive Suspension & Steering
Automotive Emission Control
Small Engine Repair
Welding Certificate (see welding)

Program Description
The Automotive Mechanics Technology program emphasizes developing skills required for efficient diagnosis, maintenance, and repair of the automobile and its components. This program and its instructors are Automotive Service Excellence (ASE) certified.

The college offers both theoretical and practical training relating to all phases of the automobile. Upon successful completion of the program, students are qualified for placement as technicians in the auto industry. Students may apply units earned by successful completion of Automotive Mechanics Technology courses to one or more of the specialized certificates and/or the Associate Degree in Automotive Mechanics Technology.

The Automotive Student Service Education Training Program (ASSET), offered in conjunction with Ford Motor/Mazda Company, is incorporated into this degree program. Contact the ASSET Coordinator at (916) 691-7391 for specific program information. To enroll in ASSET automotive courses, interested students must first submit an application and be accepted in the ASSET program.

Career Opportunities
Auto Technician
Tune-up & Electrical Specialist
Inventory Controls Manager
Auto/Truck Specialist

ASE certified in the areas of Brakes, Electrical/Electronic Systems, Engine Performance, Suspension and Steering, Automatic Transmission/Transaxle, Engine Repair, Heating and Air Conditioning, and Manual Drive Train and Axles

Highlights
- Weekend courses in Smog Certification and other automotive topics.
- 8-week courses to allow completion of certificate in only one year
- One of the best equipped shops in Northern California for hands-on training
- Graduates routinely pass ASE and State Smog Certification exams
- A facility chosen as part of the GM, Ford and Chrysler Technical Training Network
- ASE Certified Instructors, Programs and Certificates
- Class sizes with an excellent teacher/student ratio
- Ford ASSET Program

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo
DEGREE
A.A.—Automotive Mechanics Technology
CODE #1028

REQUIRED PROGRAM..............................Units
AMT 301 Automotive Service Management........3
AMT 304 Automotive Manual Drive Train and Axles ..........3
AMT 302 Automotive Electrical/Electronic Systems ..........3
AMT 306 Small Engine Repair or
AMT 310 Engine Performance........................3
AMT 314 Wheel Alignment............................3
AMT 316 Automotive Brakes..........................3
AMT 320 Automotive Ignition Systems................3
AMT 322 Engine Repair..............................3
AMT 324 Electronic Fuel Injection.....................3
AMT 330 Automatic Transmissions/Transaxles..........3
AMT 332 Automotive Computerized Controls or
AMT 334 Ford Electronic Engine Control ................3-5
AMT 340 Basic/Enhanced Area Clean Air Car Course ....7
TOTAL UNITS REQUIRED............................40-42

Suggested Electives:
AMT 300, 310, 312, 326, 498;
BUS 105; ADT 300.

NOTE: Students completing the FORD ASSET program must also complete AMT 300, 312, 326 and Welding 294. In addition, 5 units of Work Experience and a total of 1000 sponsored work hours must be completed. AMT 301, 306, and 332 are not required in ASSET.

G.E. Graduation Requirements for this degree - See pages 20-21.

General Focus: Courses in the general program are designed to emphasize skills development in efficient diagnosis, maintenance, and repair of the automobile. A wide variety of makes and models of vehicles are used in laboratory practice. Students can enter the General Program in Automotive Mechanics Technology at any semester, Summer, Fall, or Spring. Certificates programs as well as an A.A. degree in Automotive Mechanics Technology are available.

ASSET Focus: Courses in the Ford/Mazda ASSET program are part of a 2-year sequence of classes designed to prepare people to enter Ford dealerships as automotive technicians. Only Ford/Mazda products are included in the laboratory portions of these courses. Entry into the program occurs once a year in the Fall semester and students must be sponsored by a Ford/Mazda or Lincoln Mercury dealership. Students spend 2 years full-time in the program in staggered classroom and work experience segments. The process of application to this program includes taking CRC assessment exams, assembling a job search portfolio, attending a counseling appointment and resume/interview workshops, interviewing with the ASSET instructor, and obtaining employment with a sponsoring dealership. All courses in the ASSET program are taken from the specific Ford perspective. For more program and application information, call (916) 691-7391.

CERTIFICATE
Automotive Brakes
CODE #1029

This curriculum is designed for students interested in seeking employment in the repair and installation of automotive brakes systems.

REQUIRED PROGRAM..............................Units
AMT 300 Automotive Fundamentals and Shop Procedures ..........4
AMT 302 Automotive Electrical/Electronic Systems ...............3
AMT 316 Automotive Brakes..........................3
AMT 332 Automotive Computerized Controls................3
TOTAL UNITS REQUIRED............................13

CERTIFICATE
Automotive Electrical Systems
CODE #1030

This curriculum is designed for students interested in seeking employment in the diagnosis and repair of automotive electrical systems.

REQUIRED PROGRAM..............................Units
AMT 300 Automotive Fundamentals and Shop Procedures ..........4
AMT 302 Automotive Electrical/Electronic Systems ...............3
AMT 320 Automotive Ignition Systems.........................3
AMT 332 Automotive Computerized Controls................3
TOTAL UNITS REQUIRED............................13

CERTIFICATE
Automotive Engine Repair
CODE #1031

This curriculum is designed for students interested in seeking employment in the engine overhaul and engine repair field.

REQUIRED PROGRAM..............................Units
AMT 300 Automotive Fundamentals and Shop Procedures ..........4
AMT 306 Small Engine Repair............................3
AMT 322 Engine Repair.....................................3
Plus three (3) units selected from: ................................3
Any other Automotive Mechanics Technology course
TOTAL UNITS REQUIRED............................13

CERTIFICATE
Automotive Heating and Air Conditioning
CODE #1032

This curriculum is designed for students interested in seeking employment in the automotive heating and air conditioning repair/installation field.

REQUIRED PROGRAM..............................Units
AMT 300 Automotive Fundamentals and Shop Procedures ..........4
AMT 326 Automotive Heating & Air Conditioning................3
Plus three (3) units selected from: ................................3
Any other Automotive Mechanics Technology course
TOTAL UNITS REQUIRED............................13
CERTIFICATE  
Small Engine Repair  
CODE #1036

This curriculum is designed for students who are interested in obtaining skills necessary for the repair of small engines used in industry, home maintenance, landscape maintenance and recreation.

REQUIRED PROGRAM.................................................Units
AMT 302 Automotive Electrical/Electronic Systems .......... 3
AMT 306 Small Engine Repair .................................. 3
AMT 324 Electronic Fuel Injection ............................. 3
Plus three (3) units selected from: ................................ 3
Any other Automotive Mechanics Technology course
TOTAL UNITS REQUIRED ............................................... 12

CERTIFICATE  
Automatic Transmissions/Transaxles  
CODE #1034

This curriculum is designed for students interested in seeking employment in the diagnosis and repair of automatic transmissions/transaxles.

REQUIRED PROGRAM.................................................Units
AMT 300 Automotive Fundamentals and Shop Procedures .... 4
AMT 302 Automotive Electrical/Electronic Systems .......... 3
AMT 304 Automotive Manual Drive Trains and Axles ........ 3
AMT 330 Automatic Transmissions/Transaxles ................. 3
TOTAL UNITS REQUIRED ............................................... 13

CERTIFICATE  
Automotive Engine Performance  
CODE #1035

This curriculum is designed for students who are interested in seeking employment in the tune-up and diagnosis field. Students may continue with another Automotive certificate or AA without repeating these courses.

REQUIRED PROGRAM.................................................Units
AMT 302 Automotive Electrical/Electronic Systems .......... 3
AMT 320 Automotive Ignition Systems .......................... 3
AMT 306 Small Engine Repair or
  AMT 332 Engine Repair ........................................... 3
AMT 310 Engine Performance .................................... 3
AMT 334 Electronic Fuel Injection .............................. 3
AMT 332 Automotive Computerized Controls (3) or
  AMT 340 Basic/Enhanced Area Clean Air Car Course (7) .... 3-7
TOTAL UNITS REQUIRED .............................................. 18-22

CERTIFICATE  
Automotive Mechanics Technology  
CODE #1028

This one-year curriculum is designed for students who are seeking basic job entry skills for employment in the automotive field. Students may continue with another Automotive certificate or AA without repeating these courses.

REQUIRED PROGRAM.................................................Units
AMT 301 Automotive Service Management ................... 3
AMT 302 Automotive Electrical/Electronic Systems .......... 3
AMT 304 Automotive Manual Drive Trains and Axles ........ 3
AMT 306 Small Engine Repair .................................. 3
AMT 314 Wheel Alignment ......................................... 3
AMT 316 Automotive Brakes ...................................... 3
AMT 320 Automotive Ignition Systems .......................... 3
AMT 322 Engine Repair .......................................... 3
AMT 324 Electronic Fuel Injection .............................. 3
AMT 330 Automatic Transmissions/Transaxles ................. 3
AMT 332 Automotive Computerized Controls ................. 3
AMT 340 Basic/Enhanced Area Clean Air Car Course ........... 7
TOTAL UNITS REQUIRED ............................................... 40

CERTIFICATE  
Automotive Suspension and Steering  
CODE #1033

This curriculum is designed for students interested in seeking employment in the automotive suspension, steering or wheel alignment fields.

REQUIRED PROGRAM.................................................Units
AMT 302 Automotive Electrical/Electronic Systems .......... 3
AMT 300 Automotive Fundamentals and Shop Procedures .... 4
AMT 314 Wheel Alignment ......................................... 3
AMT 332 Automotive Computerized Controls ................. 3
TOTAL UNITS REQUIRED ............................................... 13

CERTIFICATE  
Automotive Emission Control  
CODE #1365

REQUIRED PROGRAM.................................................Units
AMT 302 Automotive Electrical/Electronic Systems .......... 3
AMT 310 Engine Performance or
  AMT 324 Electronic Fuel Injection .............................. 3
AMT 332 Automotive Computerized Controls ................. 3
AMT 340 Basic/Enhanced Area Clean Air Car Course ........... 7
TOTAL UNITS REQUIRED ............................................... 16

NOTE:
1. A current advanced emission control smog license will meet the requirement for AMT 340.
2. ASE (Automotive Service Excellence) Certification in A6, A8, and L1 will meet requirements for AMT 302, 310, 332.
3. No units will be earned for requirements met through licensing or certification exams. In these cases fewer total units are required.
AMT 140
Automotive Service  1 Unit
Prerequisite: None  
Advisory: AMT 300.
Hours: 15 hours LEC; 9 hours LAB
A short-term course designed to enable students to gain skills in a specialized automotive area and to assist the student in preparation for state license requirements when applicable. Some of the service system topics that may be scheduled include: brakes, charging, ignition, alignment, disc brakes, automatic transmission, air conditioning and management. Students may receive one unit of credit for each topic area. Consult class schedule for specific topics being offered.

AMT 294
Topics in Automotive Mechanics Technology  .5-4 Units
Prerequisite: None.
Hours: 27 hours LEC; 54 hours LAB
Course work designed to cover special topics not included in current automotive offerings in a timely manner. Topics may be offered in workshops or seminar presentations on timely subjects or targeted for specific audiences.

AMT 295
Independent Studies in Automotive Mechanics Technology  1-3 Units
Prerequisite: None.
Hours: 18 hours LEC; 54 hours LAB
AMT 299
Experimental Offering in Automotive Mechanics Technology  .5-4 Units
Prerequisite: None.
Hours: 18 hours LEC; 54 hours LAB
AMT 300
Automotive Fundamentals and Shop Procedures  4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 72 hours LEC
A basic study of the mechanical operations of the automobile directed toward the principles and operation of the automotive engine, engine support systems, the drive train, steering, suspension and brakes. Hand tools, shop equipment and shop procedures will be demonstrated to familiarize the students with the automotive industry.

AMT 301
Automotive Service Management  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
A survey of the economic importance and future opportunities in the automotive industry. Specialized areas of repair estimating and service management. A study of materials, use of hand tools, measuring tools and shop equipment.

AMT 302
Automotive Electrical/Electronic Systems  3 Units
Prerequisite: None
Advisory: AMT 300.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course is a study of the fundamental principles of electricity as used by the auto technician. Construction and function of automotive electrical/electronic components will be discussed, as will storage batteries, charging and cranking systems, lighting, and accessory systems.

AMT 304
Automotive Manual Drive Train and Axles  3 Units
Prerequisite: None
Advisory: AMT 300.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course covers the principles of operations of automotive power trains, including diagnosis and overhaul techniques of clutches, manual transmission/ transaxles, transfer cases, drive lines and differentials.

AMT 306
Small Engine Repair  3 Units
Prerequisite: None
Advisory: AMT 300.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
Operation and repair of two- and four-cycle engines. Emphasis on design and theory of various types of internal combustion engines.

AMT 308
Late Model Car Care and Maintenance  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed for the service technician and late model car owner wishing to perform or schedule car maintenance. This course will provide both men and women with basic automotive repair procedures and a fundamental understanding of how various automotive components and systems work. Use of the owner’s manual, repair orders and other resources will be emphasized along with the development of a preventative maintenance schedule.

AMT 310
Engine Performance  3 Units
Prerequisite: None
Advisory: AMT 302 or 306.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
Basic principles of the internal combustion engine and its related components. Emphasis on complete electrical and fuel systems. Use of advanced types of testing equipment.

AMT 312
Automotive Suspension and Steering  3 Units
Prerequisite: None
Advisory: AMT 300.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
Principles of operation of automotive steering, power steering, frames, springs, exhaust systems, acetylene welding, shock absorbers and tires.
AMT 314  
**Wheel Alignment** 3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
An in-depth examination of alignment equipment and different auto manufacturer’s alignment systems. Will cover wheel balancing and front end steering and wheel alignment, diagnosis and repair.

AMT 316  
**Automotive Brakes** 3 Units  
Prerequisite: None  
Advisory: AMT 300.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
Principles of operation of automotive brakes and anti-lock brake systems, including diagnosis and overhaul techniques of power brake system components.

AMT 320  
**Automotive Ignition Systems** 3 Units  
Prerequisite: None  
Advisory: AMT 300 and 302.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
A thorough examination of the automotive ignition system, including its function, primary circuit, secondary circuit, diagnosis of electrical troubles, and assembly and repair of equipment including distributorless ignition systems.

AMT 322  
**Engine Repair** 3 Units  
Prerequisite: None  
Advisory: AMT 300 and 306.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
The theory of operation and repair of the automotive internal combustion engine. Major emphasis will be on diagnosis, measurement, repair and assembly of the automotive engine.

AMT 324  
**Electronic Fuel Injection** 3 Units  
Prerequisite: None  
Advisory: AMT 300, 302, or 310.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
Techniques and procedures for diagnosis, overhaul and service of electronic fuel injection. Accessories including different types of electronic fuel injection systems and test equipment. Principles of operation of special equipment such as super-charger and turbo-chargers.

AMT 326  
**Automotive Heating and Air Conditioning** 3 Units  
Prerequisite: None  
Advisory: AMT 302.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course is a study of installation, operation and repair of automotive air conditioning systems, cooling systems, and heating systems. The course will include a study of the systems for proper functioning including heat transfer and air flow.

AMT 330  
**Automatic Transmissions/Transaxles** 3 Units  
Prerequisite: None  
Advisory: AMT 300 and 304.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course is a study of the fundamentals and theory of automatic transmissions/transaxles. The laboratory experience will include inspection, diagnosis and adjustments.

AMT 332  
**Automotive Computerized Controls** 3 Units  
Prerequisite: None  
Advisory: AMT 302.  
Course Transferable to CSU  
Hours: 54 hours LEC  
The study of automotive computerized controls and their application to the engine, chassis and braking systems. Students will learn how the computer interacts with the functioning parts of the modern automobile.

AMT 334  
**Ford Electronic Engine Control** 5 Units  
Prerequisite: None  
Advisory: AMT 302 and 332, enrollment in the ASSET program.  
Course Transferable to CSU  
Hours: 90 hours LEC  
This is an advanced course specializing in Ford Electronic Engine Controls.

AMT 336  
**Advanced Service Management** 3 Units  
Prerequisite: None  
Advisory: AMT 300.  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course is a thorough examination of automotive service management. The course includes workflow process, dispatching, customer write-ups, warranties, customer handling, automotive law, hazardous waste, and employee hiring skills.

AMT 340  
**Basic/Enhanced Area Clean Air Car Course** 7 Units  
Prerequisite: None  
Advisory: AMT 310 or 324, and AMT 302 and 332.  
Course Transferable to CSU  
Hours: 126 hours LEC  
This course includes testing, diagnosis, and service of all automotive emission control systems. Included in the course are the eight hours of training required by the Bureau of Automotive Repair for technicians to perform Loaded Mode Emission testing in impacted areas of the state. The course is required for all students who plan to become licensed as test-only technicians, intern diagnostic technicians, basic or advanced test and repair technicians. Upon successful completion of this course, students are eligible for a BAR Intern License, Test-Only Technician License, and may be eligible for a Basic or Advanced Emission Test and Repair License. Course may be taken two times for credit. (Note: Eligibility for Clean Air Course Certification requires one of the following before entry into this course: 9 units in engine performance or 180 hours of documented engine performance education/training or 1 year of verifiable full time engine performance work (or combination).
AMT 495
Independent Studies in
Automotive Mechanics Technology 1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

AMT 498
Work Experience in
Automotive Mechanics Technology 1-4 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

AMT 499
Experimental Offering in
Automotive Mechanics Technology .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A. S.—Biology: Biological Sciences

Program Description
CRC’s Biology program offers courses which satisfy general education requirements in Life Sciences, are prerequisites for a degree in Veterinary Technology, Medical Assisting, and Health Information Technology, and prepare students for transfer opportunities to four-year programs in biological sciences, nursing, physical therapy, and programs leading to careers in teaching, medicine, dentistry and veterinary medicine among others.

Students planning to continue for a four-year degree should consult the lower division requirements of the transfer program of the university to which they plan to attend.

Career Opportunities
Nursing  Physician’s Assistant
Physical Therapy  Teaching; Microbiology
Wildlife Biology  Marine Biology
Pharmacy  Medicine
Dentistry  Veterinary Medicine
Optometry  Research
Nutrition

Some Career Opportunities require more than two years of college study. Classes beyond the associate degree may be required for some Career Opportunities or to fully prepare students for transfer to a university program.

Highlights
• Extensive laboratory experience
• Day and evening sections of pre-nursing classes
• Field Trips
• A friendly faculty who have studied biology in South America, the Galapagos Islands, Africa and North America
• A Mathematics, Engineering and Science Achievement (MESA) program
• Field Studies Classes

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.S. - Biology: Biological Sciences
CODE #1451

REQUIRED PROGRAM..............................................................Units

BIOLOGY CONCENTRATION OPTION
BIOL 400 Principles of Biology ............................................ 5
BIOL 410 Principles of Botany ............................................. 5
BIOL 420 Principles of Zoology ........................................... 5
CHEM 400 General Chemistry ............................................. 5
CHEM 401 General Chemistry ............................................. 5
MATH 350 Calculus for Life and Social Sciences I (3) .......... 6-10
and MATH 351 Calculus for Life and Social Sciences II (3) 
or MATH 400 Calculus I (5)
and MATH 401 Calculus II (5)
PHYS 350 General Physics (4) ............................................ 8-12
and PHYS 360 General Physics (4)
or PHYS 370 Introductory Physics - Mechanics and Thermodynamics (5)
and PHYS 380 Introductory Physics - Electricity and Magnetism, Light and Modern Physics (5)
or PHYS 411 Mechanics of Solids and Fluids (4)
and PHYS 421 Electricity and Magnetism (4)
and PHYS 431 Heat, Waves, Light and Modern Physics (4)

TOTAL UNITS REQUIRED .................................................. 39-47

G.E. Graduation Requirements for this degree - See pages 20-21.

Field Study Classes at Cosumnes River College
Nature is often the best classroom! Come learn outside in Cosumnes River College’s field study courses. These classes consist of short classroom sessions followed by extended trips to some of the most unique and beautiful environments in California, including Big Sur, Monterey Bay, Mt. Lassen, Point Reyes, Yosemite and more! These short-term classes are offered by several departments, including Biology, Geography, Geology, Photography, and Physical Education. For more information about specific classes, consult the class schedule or contact each department.

DEGREE
A. S—Biology: Biological Sciences

CODE #1451

REQUIRED PROGRAM..............................................................Units

BIOLOGY CONCENTRATION OPTION
BIOL 400 Principles of Biology ............................................ 5
BIOL 410 Principles of Botany ............................................. 5
BIOL 420 Principles of Zoology ........................................... 5
CHEM 400 General Chemistry ............................................. 5
CHEM 401 General Chemistry ............................................. 5
MATH 350 Calculus for Life and Social Sciences I (3) .......... 6-10
and MATH 351 Calculus for Life and Social Sciences II (3) 
or MATH 400 Calculus I (5)
and MATH 401 Calculus II (5)
PHYS 350 General Physics (4) ............................................ 8-12
and PHYS 360 General Physics (4)
or PHYS 370 Introductory Physics - Mechanics and Thermodynamics (5)
and PHYS 380 Introductory Physics - Electricity and Magnetism, Light and Modern Physics (5)
or PHYS 411 Mechanics of Solids and Fluids (4)
and PHYS 421 Electricity and Magnetism (4)
and PHYS 431 Heat, Waves, Light and Modern Physics (4)

TOTAL UNITS REQUIRED .................................................. 39-47

G.E. Graduation Requirements for this degree - See pages 20-21.
DEGREE
A.S. Biology: Biological Sciences

REQUIRED PROGRAM...............................................................Units

HEALTH SCIENCE / PRE-PROFESSIONAL OPTION
BIOL 400 Principles of Biology ..............................................5
BIOL 410 Principles of Botany ..............................................5
BIOL 420 Principles of Zoology ..............................................5
CHEM 400 General Chemistry ..............................................5
CHEM 401 General Chemistry ..............................................5
CHEM 420 Organic Chemistry ..............................................5
CHEM 421 Organic Chemistry ..............................................5
MATH 350 Calculus for the Life and Social Sciences I (3) ........ 6-10
and MATH 511 Calculus for the Life and Social Sciences II (3)
  or MATH 400 Calculus I (5)
  and MATH 401 Calculus II (5)
PHYS 350 General Physics (4) ..............................................8-12
  and PHYS 360 General Physics (4)
  or PHYS 370 Introductory Physics - Mechanics and
    Thermodynamics (5)
  and PHYS 380 Introductory Physics - Electricity and
    Magnetism, Light and Modern Physics (5)
  or PHYS 411 Mechanics of Solids and Fluids (4)
  and PHYS 421 Electricity and Magnetism (4)
  and PHYS 431 Heat, Waves, Light and Modern
    Physics (4)
TOTAL UNITS REQUIRED......................................................49-57

PRE-NURSING OPTION *
BIOL 440 General Microbiology ..........................................4
BIOL 430 Anatomy and Physiology .....................................5
BIOL 431 Anatomy and Physiology .....................................5
CHEM 405/407 Introduction to Chemistry .........................4-5
CHEM 306/308 Introduction to Chemistry .............................4-5
NUTRI 300 Nutrition .........................................................3
FCS 324 Human Development: A Life Span .........................3
PSYC 300 General Principles (3) or
  PSYC 320 Social Psychology (3) ........................................3
TOTAL UNITS REQUIRED ......................................................31-33

*NOTE: This degree is designed for students intending to transfer
to a nursing program at a 4-year college or university. It does not
prepare the student for immediate employment as a nurse. Students
earning a nursing degree will need to complete several lower division
nursing classes after transferring.

Associate of Science Degree (A.S.) may be obtained by completion
of the Required Program, plus General Education requirements, plus
sufficient electives to meet a 60-unit total.

TOTAL UNITS REQUIRED......................................................31-57
  (depending on option selected)

G.E. Graduation Requirements for this degree - See pages 20-21.

Note:
A locker deposit is required to participate in most biology courses.
The deposit is payable at the Business Office prior to the third class
meeting. This fee is refundable at the end of the semester.

BIOLOGY (BIOL)

BIOL 100
Introduction to Concepts of Human Anatomy and Physiology 3 Units
Prerequisite: None.
Hours: 54 hours LEC
This introductory course provides an overview of the basic anatomy
and physiology of all body systems. It is designed as a non-transferable
course for the Health Information Technology Program, and may be
useful for other health-related technologies and for strengthening or
developing a vocabulary in human anatomy and physiology.

BIOL 102
Essentials of Human Anatomy and Physiology 4 Units
Prerequisite: None.
General Education: AA/AS Area IV
Hours: 54 hours LEC; 54 hours LAB
This introductory course provides an overview of the basic anatomy
and physiology of all body systems. It is designed as a non-transferable
course and meets the minimum requirements for Medical Assisting,
Health Information Technology, Dietetic Technician, Licensed Vocational
Nursing, and other health-related technologies. It is also useful for
strengthening or developing a vocabulary in human anatomy and
physiology.

BIOL 295
Independent Studies in Biology 1-3 Units
Prerequisite: None.
Hours: 18 hours LEC; 54 hours LAB

BIOL 299
Experimental Offering in Biology .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

BIOL 300
The Foundations of Biology 3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B2; IGETC Area 5B
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course is a survey of major topics in the biological sciences for
the non-science major with an emphasis on human biology. Units covered
include the origin of life, cell structure and chemistry, metabolism,
Mendelian and molecular genetics, genetic engineering, evolution,
anatomy and physiology of humans, animal behavior and ecology.
Biology

Biology of Organisms  4 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB
This is a general biology course focusing on a survey of the plant and animal kingdoms. The course covers the general principles of biology including: methods of science, cell organization, genetics, evolution, ecology, biodiversity, and anatomy. These principles are explored in more depth through the examination of additional topics which may include: disease and epidemiology, physiological ecology, animal behavior, biotechnology, population growth and regulation, ecosystem ecology, and conservation biology. Evolution and biodiversity are continuing themes running throughout the course and are included in each major topic. The course is designed for non-science majors and is especially useful for liberal studies, elementary education, environmental studies, recreation, and similar majors.

General Biology  4 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB
This is a survey of biological science with an emphasis on human biology. Topics covered include scientific inquiry, cell structure, transmission and molecular genetics, major organ systems, evolution, and ecology. Major biological principles are explored in each topic, but an emphasis is placed on human issues. The laboratory activities are designed to further investigate and illuminate each topic area. This course is intended for non-science majors.

The New Plagues: New and Ancient Infectious Diseases Threatening World Health  3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B2; IGETC Area 5B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will cover general biological concepts and the epidemiology and pathology of selected pathogens such as prions, viruses, bacteria, protozoa, and helminthes threatening public health on a global scale. The course explores the influence of human behavior and activities on the emergence of new infectious agents and the re-emergence of ancient plagues.

Environmental Biology  3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B2
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides an overview of ecosystems and natural resources. Major topics covered include ecological principles, ecosystem functioning, conservation biology, resource use and management, pollution and other human-caused environmental impacts. This course provides the background needed to understand major global and regional issues such as acid rain, global warming, hazardous waste disposal, deforestation and endangered species recovery. This course is especially useful for Environmental Science, Ecology, Recreation, and Political Science majors. Field trips which may require a nominal fee, attendance at public meetings and/or a semester project may be required.

Global Climate Change  3 Units
Same As: GEOG 305
Prerequisite: None.
General Education: AA/AS Area IV
Course Transferable to CSU
Hours: 54 hours LEC
This interdisciplinary course explores the natural and human factors causing the Earth's climate to change. Whether alarmed, skeptical, or just curious about climate change, this course will provide the scientific tools to analyze the evidence that climate change is a looming threat. Through lectures, readings, discussions and projects, students will examine the Earth's present and past climates as well as the influence of climate on the geographical distribution of plants, animals and human societies. This course is the same as GEOG 305, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

Introduction to Toxicology: The Biology and Chemistry of Poisons  3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B2; IGETC Area 5B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides an overview of the biology of natural and man-made toxic substances. It will provide an introduction to physiological and environmental processes and will cover a breadth of biological principles, from cell biochemistry to ecology. The course will employ case studies to analyze how the scientific method is used to discover how toxic substances affect individuals, populations, and ecosystems.

Natural History Field Study  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 6 hours LEC; 36 hours LAB
This course will study the ecology and natural history covered in the field. Animals, plants and geology will be studied and their interrelationships investigated. The course(s) will be offered in the appropriate area (mountains, desert or seashore and ocean). Assignments, field notes and appropriate exams/quizzes will be an integral part of the course. Students will be responsible for providing their own lodging or camping equipment and meals. Campsites will be available. This course is ideal for future teachers, parents, resource management majors and those interested in the biological sciences.
This course introduces universal biological principles, including biological molecules, enzymes, cell structure and function, biochemistry, Mendelian and molecular genetics, ecology and evolution. BIOL 400 is recommended for science majors and students in pre-professional programs.

### BIOL 401
**Principles of Biology for Veterinary Technicians**
*5 Units*

**Prerequisite:** CHEM 305 or 307 with a grade of "C" or better

**General Education:** AA/AS Area IV

**Course Transferable to CSU**

**Hours:** 54 hours LEC; 108 hours LAB

This course introduces universal biological principles, including biological molecules, enzymes, cell structure and function, biochemistry, Mendelian and molecular genetics, ecology and evolution. Applications and examples are chosen to reflect the needs of Veterinary Technology students. Science majors and students in pre-professional programs who are planning on transferring should not take this course; they should enroll in Biology 400.

### BIOL 410
**Principles of Botany**
*5 Units*

**Prerequisite:** BIOL 400 with a grade of "C" or better

**General Education:** AA/AS Area IV

**Course Transferable to UC/CSU**

**Hours:** 54 hours LEC; 108 hours LAB

This course introduces the biology of plants, fungi, cyanobacteria, and algae. Topics covered include the anatomy and physiology, development, classification, evolution and ecology of botanical organisms. Some labs involve local field trips; a weekend field trip may be required (an alternative assignment will be available).

### BIOL 420
**Principles of Zoology**
*5 Units*

**Prerequisite:** BIOL 400 with a grade of "C" or better

**General Education:** AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

**Course Transferable to UC/CSU**

**See UC Limitations & Counselor**

**Hours:** 54 hours LEC; 108 hours LAB

This course is an introduction to zoology with particular emphasis on comparative anatomy and physiology of vertebrates and invertebrates. The basic principles of evolution, taxonomy, embryology, morphology, physiology, behavior and ecology will be covered.

### BIOL 430
**Anatomy and Physiology**
*5 Units*

**Prerequisite:** CHEM 305, 307, or 400 completed with a grade of "C" or better.

**General Education:** AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

**Course Transferable to UC/CSU**

**See UC Limitations & Counselor**

**Hours:** 54 hours LEC; 108 hours LAB

This is an introductory course in which the basic principles of human anatomy and physiology are presented in an integrated fashion. This course covers anatomical terminology, basic organic chemistry, histology, and the integumentary, skeletal, muscular and nervous systems. Both BIOL 430 and BIOL 431 must be taken to study all of the major body systems.

### BIOL 431
**Anatomy and Physiology**
*5 Units*

**Prerequisite:** BIOL 430 with a grade of "C" or better

**General Education:** CSU Area B2; CSU Area B3; IGETC Area 5B

**Course Transferable to UC/CSU**

**See UC Limitations & Counselor**

**Hours:** 54 hours LEC; 108 hours LAB

This is an introductory course in which the basic principles of human anatomy and physiology are presented in an integrated fashion. This course covers the circulatory, respiratory, digestive, urinary, endocrine and reproductive systems. Both BIOL 430 and BIOL 431 must be taken to study all of the major body systems.

### BIOL 440
**General Microbiology**
*4 Units*

**Prerequisite:** CHEM 305 or 307 or 400 completed with a grade of "C" or better.

**General Education:** AA/AS Area IV; CSU Area B2; CSU Area B3; IGETC Area 5B

**Course Transferable to UC/CSU**

**See UC Limitations & Counselor**

**Hours:** 54 hours LEC; 72 hours LAB

This course introduces the concepts of microbiology with an emphasis on forms, modes of growth, cell specialization, mutual, commensal and parasitic relationships of bacteria, fungi, molds, protozoans and viruses. Topics will be correlated with medical and health applications to animals and human beings.

### BIOL 462
**Genetics in Contemporary Human Society**
*3 Units*

**Prerequisite:** None.

**General Education:** AA/AS Area IV; CSU Area B2; IGETC Area 5B

**Course Transferable to UC/CSU**

**See UC Limitations & Counselor**

**Hours:** 54 hours LEC

This course introduces students to the principles of modern genetics, especially as they apply to human health and society. Rapid advances in scientists' knowledge of what genes are and how they work impact the daily life of people through genetically modified foods, DNA fingerprinting, therapies for human disease and a variety of reproductive technologies. This course includes the study of Mendelian inheritance, the roles of chromosomes and genes in human disease, how genes direct development, the relationship between genes, environment and behavior, and the contribution of genes to human diversity. Ethical, legal and social issues will be explored through class discussions and written reports. This course is primarily intended for non-biology majors; however, biology majors may enjoy the opportunity to explore human genetics in greater depth than is possible in BIOL 400.
BIOL 470  
**Behavioral Biology**  
3 Units  
Prerequisite: None.  
General Education: AA/AS Area IV; CSU Area B2; IGETC Area 5B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course provides an overview of animal and human behavior in an evolutionary and ecological context. The course includes an introduction to patterns of animal and human behavior, cell and physiological processes, the structure and function of nervous systems, the genetics of behavior, the principles of evolution, and behavioral ecology. It is useful for both science and nonscience majors.

BIOL 481  
**Honors Seminar in Biology**  
1 Unit  
Same As: HONOR 383  
Prerequisite: None.  
General Education: AA/AS Area IV  
Course Transferable to CSU  
Hours: 12 hours LEC; 18 hours LAB  
Honors Seminars in Biology are special one-unit intensive courses for academically accomplished students or those with the potential for high academic achievement. In these seminars, students will study advanced topics from the area of biology. Enrollment limited to Honors students (see college catalog). This course is the same as HONOR 383. This course, under either name, may be taken a total of four times for credit on different topics. See “Cross-Listed Courses” in the catalog.

BIOL 495  
**Independent Studies in Biology**  
1-3 Units  
Prerequisite: None  
Course Transferable to CSU  
See UC Limitations & Counselor  
Hours: 18 hours LEC; 54 hours LAB

BIOL 498  
**Work Experience in Biology**  
1-4 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 60-300 hours LAB  
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

BIOL 499  
**Experimental Offering in Biology**  
.5-4 Units  
Prerequisite: None  
Course Transferable to CSU  
See UC Limitations & Counselor  
Hours: 18 hours LEC; 54 hours LAB
Broadcast Journalism
Communication, Visual & Performing Arts

DEGREE
A.A.—Broadcast Journalism

Program Description
This CRC program introduces students to the field of broadcast journalism and prepares them for internships or transfer to a four-year institution.

Career Opportunities
News Broadcaster  Sportscaster
Announcer  Newswriter
News Producer  Journalist

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Practical experience in the newly equipped and remodeled digital TV studio and campus radio station
• Internship opportunities in local radio and TV stations
• Practical experience creating news packages for college TV news shows
• Practical experience as an on-camera TV reporter/anchor or for radio broadcast

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A.—Broadcast Journalism
CODE #1057

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
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<tbody>
<tr>
<td>RTVF 300</td>
<td>Mass Media and Society</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 330</td>
<td>Basic Film/Video Camera Techniques</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 312</td>
<td>Radio Studio Operations</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 301</td>
<td>Introduction to Telecommunications</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 370</td>
<td>Broadcast Writing and Announcing</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 331</td>
<td>Television Production</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 380</td>
<td>Broadcast Journalism</td>
<td>3</td>
</tr>
<tr>
<td>CISC 302/JOUR 330</td>
<td>Computer Familiarization</td>
<td>2</td>
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<tr>
<td>JOUR 300</td>
<td>Newswriting and Reporting</td>
<td>3</td>
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<td>Plus six (6) units selected from:</td>
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<td>RTVF 315, 316, 332, 360, 372, 376, 498;</td>
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<td>COMM 341, 363;</td>
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<td>JOUR 150, 400;</td>
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<td>TOTAL UNITS REQUIRED</td>
<td>32</td>
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Suggested Electives:
COMM 311, 315;
ECON 302;
POLS 301, 302, 310;

G.E. Graduation Requirements for this degree - See pages 20-21.

See Radio, Television & Film Production section for other programs and offerings.
Building Inspection Technology

DEGREE
A.S.—Building Inspection Technology

CERTIFICATES
Building Inspection Technology
Concrete Construction Inspection
Electrical Construction Inspection
H.V.A.C. Inspection
Masonry Construction Inspection
Plumbing Inspection
Soils & Asphalt Construction Inspection
Steel Construction Inspection
Wood Frame Construction Inspection

Program Description
This CRC program has been developed to prepare individuals for employment in building inspection.

Graduates may be employed by contractors, government agencies, architects, finance companies and developers.

A wide variety of employment opportunities exist in the fast-growing construction industry in the Sacramento Valley.

Career Opportunities
Building Inspector  Plan Checker
Construction  Supervisor
Foreman  Construction Management
Government Building Official

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Field trips to a variety of construction sites to study inspection technologies and code interpretations (instructor option)
• Association with instructors who are county and city building officials and inspectors

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.S.—Building Inspection Technology
CODE #1045

REQUIRED PROGRAM ......................................................Units
BIT 100 Introduction to International Building Code ..........................3
BIT 102 Reading and Non-Structural Plan Review or
CMT 300 Intro to Construction Plans/Specifications ......................3
BIT 104 International Building Code - Fire and Life Safety ..........3
BIT 112 Building Inspection Principles for Disabled Access...........2
CMT 310 Materials of Construction ......................................3
CISC 302 Computer Familiarization ....................................2

Plus a minimum of twenty-one units selected from: ..................21
BIT 110 Engnr & Structural Principles for Bldg. Constr. (3)
BIT 120 Mechanical I / Plumbing Code Requirements (3)
BIT 121 Mechanical II / H.V.A.C. Code Requirements (3)
BIT 130 Intro to Inspection of Wood Frame Construction (3)
BIT 132 Steel Construction Principles and Inspection (3)
BIT 134 Soils and Asphalt Principles and Inspection (3)
BIT 136 Concrete Principles and Inspection (3)
BIT 138 Masonry Principles and Inspection (3)
BIT 140 Electrical I (3)
BIT 141 Electrical II (3)
TOTAL UNITS REQUIRED ..................................................37

Suggested Electives: ADT 310; CMT 120; BUS 340

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Building Inspection Technology
CODE #1045

REQUIRED PROGRAM .......................................................Units
BIT 100 Introduction to International Building Code .................3
BIT 102 Reading and Non-Structural Plan Review or
CMT 300 Intro to Construction Plans/Specifications ..................3
BIT 104 International Building Code - Fire and Life Safety ..........3
CMT 310 Materials of Construction ......................................3
CISC 302 Computer Familiarization ....................................2
MATH 106 Mathematics for Technical Fields .........................3
ENGWR 103 Practical Communication ................................3

Plus twelve (12) units selected from: ................................21
BIT 110 Engnr & Structural Principles for Bldg. Constr. (3)
BIT 112 Building Inspection Principles for Disabled Access (2)
BIT 120 Mechanical I / Plumbing Code Requirements (3)
BIT 121 Mechanical II / H.V.A.C. Code Requirements (3)
BIT 130 Intro to Inspection of Wood Frame Construction (3)
BIT 132 Steel Construction Principles and Inspection (3)
BIT 134 Soils and Asphalt Principles and Inspection (3)
BIT 136 Concrete Principles and Inspection (3)
BIT 138 Masonry Principles and Inspection (3)
BIT 140 Electrical I (3)
BIT 141 Electrical II (3)
TOTAL UNITS REQUIRED ..................................................32

Suggested Elective: ADT 310
<table>
<thead>
<tr>
<th>Certificate</th>
<th>Code #</th>
<th>Required Program</th>
<th>Units</th>
</tr>
</thead>
</table>
| Concrete Construction Inspection | #1338 | BIT 100  Introduction to International Building Code ...3  
  BIT 102  Reading and Non-Structural Plan Review ...3  
  CMT 310  Materials of Construction ...3  
  CISC 302  Computer Familiarization ...2  
  BIT 136  Concrete Principles and Inspection ...3  
  TOTAL UNITS REQUIRED ...14 |   |
| Electrical Construction Inspection | #1340 | BIT 100  Introduction to International Building Code ...3  
  BIT 102  Reading and Non-Structural Plan Review ...3  
  CMT 310  Materials of Construction ...3  
  CISC 302  Computer Familiarization ...2  
  BIT 140  Electrical I ...3  
  BIT 141  Electrical II ...3  
  TOTAL UNITS REQUIRED ...17 |   |
| H.V.A.C. Inspection | #1334 | BIT 100  Introduction to International Building Code ...3  
  BIT 102  Reading and Non-Structural Plan Review ...3  
  CMT 310  Materials of Construction ...3  
  CISC 302  Computer Familiarization ...2  
  BIT 121  Mechanical II: H.V.A.C. Code Requirements ...3  
  TOTAL UNITS REQUIRED ...14 |   |
| Masonry Construction Inspection | #1339 | BIT 100  Introduction to International Building Code ...3  
  BIT 102  Reading and Non-Structural Plan Review ...3  
  CMT 310  Materials of Construction ...3  
  CISC 302  Computer Familiarization ...2  
  BIT 138  Masonry Construction Inspection ...3  
  TOTAL UNITS REQUIRED ...14 |   |
| Plumbing Inspection | #1333 | BIT 100  Introduction to International Building Code ...3  
  BIT 102  Reading and Non-Structural Plan Review ...3  
  CMT 310  Materials of Construction ...3  
  CISC 302  Computer Familiarization ...2  
  BIT 120  Mechanical I: Plumbing Code Requirements ...3  
  TOTAL UNITS REQUIRED ...14 |   |
| Soils and Asphalt Construction Inspection | #1337 | BIT 100  Introduction to International Building Code ...3  
  BIT 102  Reading and Non-Structural Plan Review ...3  
  CMT 310  Materials of Construction ...3  
  CISC 302  Computer Familiarization ...2  
  BIT 134  Soils and Asphalt Principles and Inspection ...3  
  TOTAL UNITS REQUIRED ...14 |   |
| Steel Construction Inspection | #1336 | BIT 100  Introduction to International Building Code ...3  
  BIT 102  Reading and Non-Structural Plan Review ...3  
  CMT 310  Materials of Construction ...3  
  CISC 302  Computer Familiarization ...2  
  BIT 134  Soils and Asphalt Principles and Inspection ...3  
  TOTAL UNITS REQUIRED ...14 |   |
| Wood Frame Construction Inspection | #1335 | BIT 100  Introduction to International Building Code ...3  
  BIT 102  Reading and Non-Structural Plan Review ...3  
  CMT 310  Materials of Construction ...3  
  CISC 302  Computer Familiarization ...2  
  BIT 130  Introduction to Inspection of Wood Frame Construction ...3  
  TOTAL UNITS REQUIRED ...14 |   |
Building Inspection Technology (BIT)

BIT 100
Introduction to the International Building Code 3 Units
Prerequisite: None.
Hours: 54 hours LEC
This basic course is designed to provide background material on which the International Building Code was founded and the legal basis for the code. Emphasis will be placed on the development and proper use of the code.

BIT 102
Reading and Non-Structural Plan Review 3 Units
Prerequisite: None
Advisory: BIT 100 and ADT 300.
Hours: 54 hours LEC
This course provides a thorough understanding of the plan reading and non-structural plan review process undertaken by the building departments prior to plan approval.

BIT 104
International Building Code - Fire & Life Safety 3 Units
Prerequisite: None.
Advisory: BIT 100 and CMT 300
Hours: 54 hours LEC
The course covers the use and application of International Building Code for construction supervision and inspection.

BIT 110
Engineering and Structural Principles for Building Construction 3 Units
Prerequisite: None.
Hours: 54 hours LEC
This course covers the basic engineering and structural principles used in the construction industry. This course includes civil engineering plan reading, site layout, mechanics or materials, soil fundamentals, and the construction and inspection of foundations.

BIT 112
Building Inspection Principles for Disabled Access 2 Units
Prerequisite: None.
Hours: 36 hours LEC
This is a course designed to examine the state regulations that govern the design and construction of public buildings, publicly funded living accommodations, hotels and motels, and multi-family dwellings for individuals with mobility and sensory impairments. The course is designed specifically for building inspectors to develop knowledge and skills in disabled access inspections.

BIT 120
Mechanical I/ Plumbing Code Requirements 3 Units
Prerequisite: None.
Advisory: CMT 300.
Hours: 54 hours LEC
This course covers the use and interpretation of the Uniform Plumbing Code, legal and administrative enforcement procedures, field inspection techniques and procedures, methods and techniques used in plumbing installations.

BIT 121
Mechanical II / H.V.A.C. Code Requirements 3 Units
Prerequisite: None.
Advisory: CMT 300.
Hours: 54 hours LEC
This course covers the use and interpretation of the Uniform Mechanical Code, and legal and administrative enforcement procedures used in heating, ventilating, air conditioning and related installations.

BIT 130
Introduction to Inspection of Wood Frame Construction 3 Units
Prerequisite: None.
Advisory: BIT 100.
Hours: 54 hours LEC
This is a basic course designed to provide a thorough understanding of wood frame construction requirements for building plan review and inspection. The course will cover inspections for floor, roof and wall framing, and wall bracing for seismic design. Simple beam calculations will be made.

BIT 132
Steel Construction Principles & Inspection 3 Units
Prerequisite: None.
Advisory: BIT 100 and CMT 310.
Hours: 54 hours LEC
This is a course in steel construction principles for building inspectors. The course will cover materials used in steel construction; quality control and testing; general construction practice and layout; welding principles and inspection; bolting principles and inspection; and International Building Code standards relating to steel construction.

BIT 134
Soils and Asphalt Principles and Inspection 3 Units
Prerequisite: None.
Advisory: BIT 100.
Hours: 54 hours LEC
This course examines the use of asphalt and soils in building construction for inspectors. The course will cover soils testing and inspection; principles of soils for construction purposes, materials used in asphalt paving; asphalt materials and inspection, and International Building Code standards relating to soils and asphalt.
BIT 136
Concrete Principles & Inspection 3 Units
Prerequisite: None
Advisory: CMT 300.
Hours: 54 hours LEC

This course provides technical knowledge of concrete construction and inspection. This course also includes mix design, material testing, aggregate selection, reinforcing bars, handling field problems, crack control, and repairs and restoration.

BIT 138
Masonry Principles & Inspection 3 Units
Prerequisite: None.
Advisory: BIT 100 and CMT 310
Hours: 54 hours LEC

This is a course in masonry principles for building inspectors. The course will cover materials used in masonry construction; quality control, sampling and testing; general construction practice and layout; reinforcing steel, grouting of concrete masonry walls; and International Building Code standards relating to masonry.

BIT 140
Electrical I 3 Units
Prerequisite: None
Advisory: CMT 300.
Hours: 54 hours LEC

This course covers a review of basic electricity for building inspection. In addition, the course covers the basic electrical code requirements for residential and commercial structures as required in the National Electrical Code and the California Utility Code.

BIT 141
Electrical II 3 Units
Prerequisite: None
Advisory: BIT 140.
Hours: 54 hours LEC

This course is an in-depth study of the National Electrical Code (NEC) text adopted into the California Building Standards Code (Title 24). Study will include the most critical aspects of the NEC for electrical wiring systems found in residential, commercial and industrial premises.

BIT 298
Work Experience in Building Inspection Technology 1-4 Units
Prerequisite: None.
Hours: 300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

BIT 299
Experimental Offering in Building Inspection Technology .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
See also:
Accounting ............................................................ p.53
Business, General .................................................... p.98
Business Administration ........................................... p.98
Computer Information Science .............................. p.113
Economics .............................................................. p.157
Finance ................................................................. p.183
Management .......................................................... p.230
Marketing .............................................................. p.235
Real Estate ............................................................. p.296
Small Business Management / Entrepreneurship ... p.100

Program Description
These CRC program offerings are designed to prepare students for initial entry into careers or for career advancement in various areas of business, as well as for transfer to other colleges and universities.

Career Opportunities
See the corresponding pages for the specific Career Opportunities in each of the above fields of study.
**Business**

Business & Family Science

<table>
<thead>
<tr>
<th>DEGREES</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.A.—Business Administration</td>
</tr>
<tr>
<td>A.A.—Business, General</td>
</tr>
<tr>
<td>A.A.—Business, Small Business Management/Entrepreneurship</td>
</tr>
<tr>
<td>A.A.—Business, Administrative Assistant</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CERTIFICATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business, E-Business and the Internet</td>
</tr>
<tr>
<td>Business, Office Assistant</td>
</tr>
<tr>
<td>Business, Office Technician</td>
</tr>
<tr>
<td>Business, Small Business Management/Entrepreneurship</td>
</tr>
<tr>
<td>Professional Applications of Geographic Information Systems (GIS) (Business/Marketing emphasis) (see Geography, page 189)</td>
</tr>
</tbody>
</table>

**Program Description**

CRC’s business programs are designed to provide an entrance into an exciting career. Many opportunities are available which can lead to immediate employment and/or career advancement. CRC offers a variety of degrees and certificates to meet students’ present and future needs. Whether it is one class or a step toward a degree, there are a variety of options. See the following Career Opportunities for which CRC provides training and expertise.

**Career Opportunities**

<table>
<thead>
<tr>
<th>Account Executive</th>
<th>Analyst</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank Employee</td>
<td>Buyer</td>
</tr>
<tr>
<td>Clerk</td>
<td>Data-Entry Clerk</td>
</tr>
<tr>
<td>Data-Entry Specialist</td>
<td>Entrepreneur</td>
</tr>
<tr>
<td>Financial Planner</td>
<td>Government Service</td>
</tr>
<tr>
<td>Insurance Representative</td>
<td>Investment Counselor</td>
</tr>
<tr>
<td>Manager Marketing</td>
<td>Market Research</td>
</tr>
<tr>
<td>Office Assistant</td>
<td>Public Administration</td>
</tr>
<tr>
<td>Purchasing Agent</td>
<td>Real Estate</td>
</tr>
<tr>
<td>Retail/Industrial Sales</td>
<td>Stockbroker</td>
</tr>
<tr>
<td>Tax Consultant</td>
<td></td>
</tr>
</tbody>
</table>

There are some self-employment opportunities available in these fields. Some Career Opportunities may require more than two years of college study.

**Highlights**

- Additional training in courses acceptable as electives for civil service occupations
- Hands-on experience in the use of computers for business purposes
- Opportunities for work experience in local industry and business
- Training for small business management/entrepreneurship
- A lab with tutorial assistance

**NOTE TO TRANSFER STUDENTS:**

If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see [http://www.crc.losrios.edu/pslo](http://www.crc.losrios.edu/pslo)

**TRANSFER IN BUSINESS ADMINISTRATION**

A student transferring with upper division standing to California State University, Sacramento, College of Business Administration, should have completed a minimum of 60, and a maximum of 70, transfer units. The Counseling Center has information regarding requirements, which may vary from the core listed below, at other four-year institutions. The course work may include all of the pre-major core courses and transfer general education requirements.

Each of the following core courses must be completed with a grade of “C” or better:

- Accounting 301, 311
- Computer Information Science CISA 308, CISA 318, CISC 308
- Economics 302, 304
- Mathematics 343
- Statistics 300

In addition to the above core, a student, in consultation with a counselor, should plan a program to meet the transfer general education requirements.

See Transfer information on pages 38-45.
### DEGREE

**A.A.—Business Administration**  
(formerly: Business, General, Transfer)

**CODE #1622**

This program provides the courses necessary for a transfer to a four-year college in business while also allowing the student to select courses which fit his/her individual needs and desires.

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 301 Financial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>ACCT 311 Managerial Accounting</td>
<td>4</td>
</tr>
<tr>
<td>BUS 345/SOCSC 360 Law and Society or BUS 340 Business Law</td>
<td>3*</td>
</tr>
<tr>
<td>BUS 300 Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>CISC 310 Intro to Computer Information Science</td>
<td>3-5</td>
</tr>
<tr>
<td>or CISA 305 Beginning Wordprocessing (2) and CISA 315 Intro to Electronic Spreadsheets (2) and CISC 320 Operating Systems (1) or CISA 308 Exploring Word Processing &amp; Presentation Software (1) and CISA 318 Exploring Spreadsheet Software (1) and CISC 308 Exploring Computer Environments &amp; the Internet (1)</td>
<td>3-5</td>
</tr>
<tr>
<td>ECON 302 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 304 Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>MATH 341 Calculus for Business and Economics or MATH 343 Modern Business Mathematics</td>
<td>4</td>
</tr>
<tr>
<td>STAT 300 Introduction to Probability and Statistics</td>
<td>4</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED** 31-33

*Suggested Electives:

- ACCT 341; BUS 310, 340, 345;
- BUSTEC 302, 303;
- CISC 302; MGMT 362, 372;
- MKT 300, 390; RE 300.

**G.E. Graduation Requirements for this degree** - See pages 20-21.

### DEGREE

**A.A.—Business, General**

**CODE #1046**

The program provides an overview of business fundamentals for students interested in most business occupations. The program is also recommended for general government service occupations.

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 301 Financial Accounting or ACCT 101 Fundamentals of College Accounting</td>
<td>3-4</td>
</tr>
<tr>
<td>BUS 310 Business Communications</td>
<td>3</td>
</tr>
<tr>
<td>BUS 330 Managing Diversity in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>BUS 345/SOCSC 360 Law and Society or BUS 340 Business Law</td>
<td>3</td>
</tr>
<tr>
<td>BUS 300 Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 362 Techniques of Management</td>
<td>3</td>
</tr>
<tr>
<td>MKT 300 Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>CISC 310 Intro to Computer Information Science (3) or Four (4) units to include:</td>
<td>3-4</td>
</tr>
<tr>
<td>or CISC 302/JOUR 330 Computer Familiariz. (2) and Any two (2) additional units selected from: CISA 305, 315, 320, 330, 340, 350; CISC 320, 355</td>
<td>3-4</td>
</tr>
<tr>
<td>ECON 302 Principles of Macroeconomics or ECON 320 /BUS 320 Concepts of Personal Finance or ECON 100 Introduction to Economics</td>
<td>3</td>
</tr>
</tbody>
</table>

**General Option:**

- BUS 498 Work Experience (3) or Three (3) units selected from: HCD 333, 334, 340, 344; MGMT 240, 242, 244, 246, 248, 250, 252, 254, 256, 258, 260, 262, 264, 266, 268, 270, 272, 274 (3 units from series)

**Plus six (6) units from one concentration selected from:** 6

Accounting, Business, Computer Information Science, Management, Marketing, or Real Estate

**TOTAL UNITS REQUIRED** 36-38

**Suggested Electives for concentration:**

- ACCT 121, 311, 341;
- BUS 100, 210, 212, 214, 216, 218, 220, 350, 360, 360.1, 360.2;
- CISA 306, 316, 321, 331;
- CISC 321, 356;
- CISW 380, 380.1, 380.2;
- MGMT 176, 308, 360, 372;
- MKT 120, 122, 310, 312, 314, 330;
- RE 110, 120, 130, 300.

**G.E. Graduation Requirements for this degree** - See pages 20-21.
**DEGREE**

A.A. — Business, Administrative Assistant  
CODE #1052

**REQUIRED PROGRAM........................................................................................................... Units**  
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCT 301</td>
<td>Financial Accounting or</td>
<td>3-4</td>
</tr>
<tr>
<td>ACCT 101</td>
<td>Fundamentals of College Accounting</td>
<td>3</td>
</tr>
<tr>
<td>BUS 310</td>
<td>Business Communication</td>
<td>3</td>
</tr>
<tr>
<td>BUS 330</td>
<td>Managing Diversity in the Workplace</td>
<td>3</td>
</tr>
<tr>
<td>BUS 345/SCSC 360</td>
<td>Law and Society or BUS 340 Business Law</td>
<td>3</td>
</tr>
<tr>
<td>BUS 300</td>
<td>Introduction to Business</td>
<td>3</td>
</tr>
<tr>
<td>BUSTEC 302</td>
<td>Computer Keyboarding</td>
<td>2</td>
</tr>
<tr>
<td>MGMT 362</td>
<td>Techniques of Management</td>
<td>3</td>
</tr>
<tr>
<td>MKT 300</td>
<td>Principles of Marketing</td>
<td>3</td>
</tr>
<tr>
<td>CISC 310</td>
<td>Intro to Computer Information Science (3) or</td>
<td>3-4</td>
</tr>
<tr>
<td>CISC 302 or JOUR 330</td>
<td>Computer Familiarization (2) and Any two (2) additional units selected from:</td>
<td></td>
</tr>
<tr>
<td>CISA 315, 320, 330, 340, 350; CISC 320, 355; ECON 302 Principles of Macroeconomics or ECON 320/BUS 320 Concepts of Personal Finance or ECON 100 Introduction to Economics</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

**Administrative Assistant Option:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSTEC 303</td>
<td>Computer Keyboard Formatting</td>
<td>2</td>
</tr>
<tr>
<td>BUSTEC 304</td>
<td>Computer Keyboard Speed-and-Accuracy Building or</td>
<td>2</td>
</tr>
<tr>
<td>BUS 100</td>
<td>English for the Professional</td>
<td>3</td>
</tr>
<tr>
<td>BUSTEC 110</td>
<td>Business Procedures for Professional Success (3) or</td>
<td>3</td>
</tr>
<tr>
<td>BUS 498</td>
<td>Work Experience (3)</td>
<td>3</td>
</tr>
<tr>
<td>BUSTEC 101</td>
<td>Computer Keyboarding: 10-Key</td>
<td>1</td>
</tr>
<tr>
<td>CISA 305</td>
<td>Beginning Word Processing</td>
<td>2</td>
</tr>
<tr>
<td>CISA 306</td>
<td>Intermediate Word Processing</td>
<td>2</td>
</tr>
<tr>
<td>Plus three (3) units selected from the following:</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ACCT 121, 341; BUS 105; CISA 316, 331</td>
<td></td>
<td>47-49</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED........................................................................................................ 47-49**

G.E. Graduation Requirements for this degree - See pages 20-21.

**CERTIFICATE**

Business, Office Assistant  
CODE #1492

This certificate is designed to provide students with the tools needed for entry-level office positions. The Office Assistant Certificate is appropriate for students who do not have any clerical work experience. Upon completion of the Office Assistant Certificate, the student would be prepared for an office position as a trainee.

**REQUIRED PROGRAM........................................................................................................... Units**  
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSTEC 306</td>
<td>Computer Keyboarding and Formatting</td>
<td>4</td>
</tr>
<tr>
<td>BUSTEC 304</td>
<td>Computer Keyboard Speed-and-Accuracy Building or</td>
<td>0-2</td>
</tr>
<tr>
<td>BUS 100</td>
<td>English for the Professional</td>
<td>3</td>
</tr>
<tr>
<td>BUSTEC 101</td>
<td>Computer Keyboarding: 10-Key</td>
<td>1</td>
</tr>
<tr>
<td>CISC 302</td>
<td>Computer Familiarization</td>
<td>2</td>
</tr>
<tr>
<td>CISA 305</td>
<td>Beginning Word Processing</td>
<td>2</td>
</tr>
<tr>
<td>CISA 315</td>
<td>Introduction to Electronic Spreadsheets</td>
<td>2</td>
</tr>
</tbody>
</table>

**Office Assistant:**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSTEC 120</td>
<td>Skills for Today's Office</td>
<td>1</td>
</tr>
<tr>
<td>HCD 362</td>
<td>Work/Life Management</td>
<td>2</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED........................................................................................................ 17-19**

**CERTIFICATE**

Business, Office Technician  
CODE #1493

This certificate program is designed to provide the tools needed for entry-level office positions. The Office Technician Certificate is designed to provide promotional skills for students desiring office positions. Upon completion of the Office Technician Certificate, the student would be prepared for an office position.

**REQUIRED PROGRAM........................................................................................................... Units**  
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUSTEC 302</td>
<td>Computer Keyboarding</td>
<td>0-2</td>
</tr>
<tr>
<td>BUSTEC 304</td>
<td>Computer Keyboard Speed-and-Accuracy Building or</td>
<td>0-2</td>
</tr>
<tr>
<td>BUS 100</td>
<td>English for the Professional</td>
<td>1</td>
</tr>
<tr>
<td>BUSTEC 101</td>
<td>Computer Keyboarding: 10-Key</td>
<td>1</td>
</tr>
<tr>
<td>CISA 302</td>
<td>Computer Familiarization</td>
<td>2</td>
</tr>
<tr>
<td>CISA 305</td>
<td>Beginning Word Processing</td>
<td>2</td>
</tr>
<tr>
<td>CISA 315</td>
<td>Introduction to Electronic Spreadsheets</td>
<td>2</td>
</tr>
<tr>
<td>Plus one to two (1-2) units selected from:</td>
<td>1-2</td>
<td></td>
</tr>
<tr>
<td>CISA 320</td>
<td>Introduction to Database Management (1)</td>
<td></td>
</tr>
<tr>
<td>CISA 340</td>
<td>Presentation Graphics (2)</td>
<td></td>
</tr>
<tr>
<td>CISA 350</td>
<td>Groupware (1)</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED........................................................................................................ 20-25**
DEGREE

A.A.— Business, Small Business Management/Entrepreneurship

CODE #1254

REQUIRED PROGRAM..........................................................Units
ACCT 301 Financial Accounting (4) or
   ACCT 101 Fundamentals of College Accounting (3)..............3-4
BUS 310 Business Communication.....................................3
BUS 330 Managing Diversity in the Workplace.....................3
BUS 345/SOCSC 360 Law and Society or
BUS 340 Business Law....................................................3
BUS 300 Introduction to Business......................................3
BUSTEC 302 Computer Keyboarding or
   Keyboarding speed verification at 25 wpm or better............0-2
MKT 300 Principles of Marketing........................................3
ECON 302 Principles of Macroeconomics or
   ECON 320/BUS 320 Concepts of Personal Finance or
   ECON 100 Introduction to Economics............................3
CISC 310 Intro to Computer Information Science (3) or
   Four (4) units to include:..............................................3-4
   CISC 302/JOUR 330 Computer Familiariz. (2) and
   Any two (2) additional units selected from:

Small Business Management/Entrepreneurship Option:
MKT 310 Selling Professionally or
   MKT 314/RTVF 376 Advertising.....................................3
BUS 350 Small Business Management/Entrepreneurship (3) or
   Three (3) units selected from:.......................................3
   BUS 210, 212, 214, 216, 218, 220, 222, 224
Three (3) units selected from:
   BUS 498; HCD 130, 132, 310, 320, 333, 334, 340, 344, 350, 362
TOTAL UNITS REQUIRED..................................................33-37

Suggested Electives:
   ACCT 125, 341; MGMT 362; 372, MKT 330

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE

Small Business Management/Entrepreneurship

CODE #1254

REQUIRED PROGRAM..........................................................Units
BUS 310 Business Communication.....................................3
BUS 300 Introduction to Business......................................3
BUSTEC 302 Computer Keyboarding or
   Keyboarding speed verification at 25 wpm or better............0-2
MKT 300 Principles of Marketing........................................3
MKT 310 Selling Professionally or
   MKT 330 Internet Marketing..........................................3
BUS 350 Small Business Management/Entrepreneurship (3) or
   Three (3) units selected from:......................................3
   BUS 210, 212, 214, 216, 218, 220, 222, 224.
CISC 310 Intro to Computer Information Science................3
TOTAL UNITS REQUIRED..................................................18-20

CERTIFICATE

Business, E-Business and the Internet

CODE #1507

E-Business is the buying and selling of products and services over the Internet. The Internet is a revolution in communications. In our program we want to provide students with the necessary skills to be able to operate an E-business in a successful manner. This certificate will allow students to gain the essential business knowledge and skills and to apply this knowledge through the use of these new technologies. This is an evolutionary extension of the business world's history of combining new methods and opportunities into better service for our customers. The student should have a basic understanding of these new technological advances, and understand the importance of getting competent assistance in making the transition in incorporating these new tools into a successful business model for their firm's needs.

REQUIRED PROGRAM..........................................................Units
MKT 330 Internet Marketing..............................................3
BUS 300 Introduction to Business.....................................3
BUS 360.1 E-Business, Introduction & Environment (1.5) or
   CISW 380.1 E-Business, Introduction & Environment (1.5)

Select three to four (3-4) units from the following Business courses:.................................................3-4
MGMT 362 Techniques of Management (3)
BUS 340 Business Law (3)
ACCT 301 Financial Accounting (4)
BUS 320 Concepts in Personal Finance (3)

Select two to three (2-3) units from the following Technology courses:.........................................................2-3
BUS 360.2 E-Business, Tools & Techniques (1.5) or
   CISW 380.2 E-Business, Tools & Techniques (1.5)
CISA 330 Desktop Publishing (2)
CISA 331 Intermediate Desktop Publishing (2)
CISC 305 Introduction to the Internet (1)
CISC 306 Introduction to Web Page Creation (1)

Select three (3) units from the following Business courses:.................................................................3
BUS 365 Selecting Integrated Business Software (2)
BUSTEC 110 Business Procedures for Professional Success (3)
BUS 230 QuickBooks for Small Business (1)
BUS 210 The Business Plan (1)
BUS 212 Marketing for Small Business (1)
BUS 214 Financing for Small Business (1)
BUS 216 Essential Records for the Small Business (1)
BUS 218 Management Skills for the Small Business (1)
BUS 220 Retailing & Merchandising for the Small Business (1)
BUS 350 Small Business Management/Entrepreneurship (3)
TOTAL UNITS REQUIRED..................................................15.5-17.5
BUSINESS (BUS)

BUS 100
English for the Professional  3 Units
Prerequisite: ENGRD 110 and ENGWR 51 with grades of "C" or better; or ESLR 320 and ESLW 320 with grades of "C" or better.
Advisory: BUSTEC 302 and 303.
Hours: 54 hours LEC
This course is designed to prepare the student for business communication. It presents principles of correct and effective English usage as applied in business. Included are skills and techniques of written communication, sentence structure, word usage, punctuation, spelling, business vocabulary, and business-document formatting. Emphasis is placed on critical thinking and effective writing techniques through analyzing written communication and composing and organizing paragraphs into effective business documents. Computer skills are needed to format business documents and search the Internet for information. Proofreading skills are stressed throughout the course. The course is recommended for all business majors during their first semester.

BUS 105
Business Mathematics  3 Units
Prerequisite: None
Hours: 54 hours LEC
This course is a review of basic mathematical skills and introduces equations and formulas in solving for unknowns. Applications of mathematics in business include such areas as banking, commercial discounts, retail and wholesale markup-markdown, payroll computations, simple and compound interest, bank discount, present value, taxes, insurance, depreciation, and financial statements. Recommended for every major in business.

BUS 170
Introduction to Insurance: Life Agents  3 Units
Prerequisite: None
Hours: 54 hours LEC
This introductory course gives an overview of the insurance industry with specific coverage in risk and risk management, structure of the insurance industry, legal concerns, life, health disability, income, and ethics. Course content satisfies State of California Life Agent requirements.

BUS 171
Introduction to Insurance: Fire & Casualty  3 Units
Prerequisite: None
Hours: 54 hours LEC
This introductory course gives an overview of the insurance industry with specific coverage in risk and risk management, structure of the insurance industry, legal concerns, personal fire and casualty, commercial property and casualty, worker's compensation, health insurance, and ethics. Course content satisfies State of California Fire and Casualty examination requirements.

BUS 210
The Business Plan  1 Unit
Prerequisite: None
Hours: 18 hours LEC
This course offers an organized, step-by-step approach to preparing a business plan. The plan will enable the students to solve problems "on paper" before they become operational or money problems. Every business should have a business plan. Students will create one in this course.

BUS 212
Marketing for Small Business  1 Unit
Prerequisite: None
Hours: 18 hours LEC
This course emphasizes how a small business or non-profit organization can market its service or product to the consumer. The student will learn about ways to improve market mix, identify target markets, and develop a marketing plan.

BUS 214
Financing a Small Business  1 Unit
Prerequisite: None
Hours: 18 hours LEC
This course covers sources and ways of raising capital for small businesses. How much money is needed and where it can be obtained, start-up costs, and projecting monthly and yearly costs are the focus of this course. Financial ratios and key financial statements are covered.

BUS 216
Essential Records for the Small Business  1 Unit
Prerequisite: None
Hours: 18 hours LEC
This course emphasizes the various types of records that small businesses must keep. The focus will be upon financial, employment, and tax records. Simple, easy-to-use recordkeeping systems will be covered.

BUS 218
Management Skills for the Small Business  1 Unit
Prerequisite: None
Hours: 18 hours LEC
A small business owner must understand and motivate others to help the business reach its objectives. This course covers such functions as planning and organizing work flow, delegating responsibilities, understanding leadership styles, decision making, stress and time management, and working with employee organizations.

BUS 220
Retailing and Merchandising for the Small Business  1 Unit
Prerequisite: None
Hours: 18 hours LEC
This course will emphasize retailing concepts, such as inventory control and turnover rates, selecting merchandise sources, using trade and cash discounts, pricing, markup and markdown, and shrinkage control. Students will also learn how to develop a merchandising plan, inventory control system, and assess consumer behavior and demographics.
BUS 222
Going International 1 Unit
Prerequisite: None
Hours: 18 hours LEC
This intensive course overviews the following topics for the small business entrepreneur who is considering going international: the international business environment, strategic considerations, and managing in a multinational environment.

BUS 224
Customer Service 1 Unit
Prerequisite: None
Hours: 18 hours LEC
This course is a study of the principles involved in building an effective customer service team. Customer service activities in business, government, and other service industries will be examined in terms of the value added to the organization. Improved customer services will be emphasized.

BUS 230
QuickBooks (R) for Small Business 1 Unit
Prerequisite: None
Hours: 18 hours LEC
This class will emphasize the use of QuickBooks for Windows to aid the small business operator in creating financial statements and other financial reports. The system is computer based and presented in a user friendly method.

BUS 295
Independent Studies in Business 1-3 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

BUS 299
Experimental Offering in Business .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

BUS 300
Introduction to Business 3 Units
Prerequisite: None
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides a survey of all business areas, including Accounting, Law, Computer Information Science, Management, Marketing, Economics and Finance. The course is designed to be taken by all beginning students interested in business. It is a core requirement for business majors. This course provides an overview often very helpful in assisting students' selection of a specific career in the field of business.

BUS 310
Business Communications 3 Units
Prerequisite: BUS 100 with a grade of "C" or better
Advisory: Ability to key 30 or more words a minute and use a current office-level word processing program.
General Education: AA/AS Area II(a)
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to emphasize the use of communication theory in planning and composing various types of effective business letters and reports. The course stresses style, appearance, grammar, punctuation, tone, vocabulary and reader appeal. Interpersonal communication and listening, cross-cultural communication, electronic communication technology, and ethical and legal guidelines are included. A formal report with graphics is required.

BUS 320
Concepts in Personal Finance 3 Units
Same As: ECON 320
Prerequisite: None.
Advisory: BUS 105
General Education: AA/AS Area V(b)
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to assist individuals in analyzing their financial affairs. Elements and conceptual basis of financial planning, analysis, and decision making in areas of budgeting, taxes, borrowing, money management, insurance, investments, and retirement will be examined with an emphasis on principles to develop students' economic decision making. Students will be using mathematical concepts as well as reading and interpreting written and oral instructions. The course provides a solid base for a career in financial planning services. This course is the same as ECON 320, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

BUS 330
Managing Diversity in the Workplace 3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D7
Course Transferable to CSU
Hours: 54 hours LEC
This course examines the leadership skills and abilities needed to manage a multicultural workforce. A primary focus is placed upon the workplace impact of various historical, social, and cultural experiences/perspectives related to gender, age, ethnicity, and disability. Workforce issues related to the diversity of the American consumer and global consumer impact on the United States are analyzed.

BUS 340
Business Law 3 Units
Prerequisite: None
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course is an introductory coverage of the law in its relationship to the environment of business. The course covers the American legal system as an instrument of economic, social, and political control. It stresses basic business torts, crime and business, contracts and sales transactions, agency, legal structures of business, government regulation and property rights. For more detailed coverage of some of these topics, see BUS 341.
BUS 345  
**Law and Society**  
3 Units  
*Same As: SOCSC 360*  
*Prerequisite: None.*  
*General Education: AA/AS Area V(b); CSU Area D8; IGETC Area 4G*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*  

This course is an introduction to the American legal system emphasizing the nature, purpose, sources and functioning of American law but including some comparative analysis of other historical and contemporary legal systems. It stresses the evolution of legal concepts as a reflection of the social environment and the role of the judiciary. A theoretical rather than practical viewpoint is used through analysis of selected cases and legislation in the areas of individualism, socioeconomic groups, the family, the economy, crime, criminal procedure and punishment, church and state separation, the environment, and torts. This course should not be taken in place of BUS 340 when required. This course is the same as SOCSC 360, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

BUS 350  
**Small Business Management/Entrepreneurship**  
3 Units  
*Prerequisite: None.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  

This class provides an overview of the various elements involved in starting and operating a small business. It introduces such topics as developing a business plan, finding financial resources, developing personal and business goals, meeting legal requirements, understanding marketing concepts, and other topics of interest to the entrepreneur.

BUS 360  
**E-Business: Introduction and Environment; Technology and Infrastructure**  
3 Units  
*Same As: CISW 380*  
*Prerequisite: None.*  
*Advisory: BUS 300 and CISC 305*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  

Information is now exchanged very rapidly and customers have an instantaneous way to compare offerings from sellers on a worldwide basis. The purpose of this course is to describe the E-Business environment, describe the options available to business utilizing E-Business, and identify the critical components needed to develop a plan and strategy to implement for a business. The course will focus on E-Business for small and medium sized businesses. This course is the same as CISW 380.1 and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

BUS 360.1  
**E-Business: Introduction and Environment**  
1.5 Units  
*Same As: CISW 380.1*  
*Prerequisite: None.*  
*Advisory: BUS 300 and CISC 305*  
*Course Transferable to CSU*  
*Hours: 27 hours LEC*  

Information is now exchanged very rapidly and customers have an instantaneous way to compare offerings from sellers on a worldwide basis. The purpose of this course is to describe the E-Business environment, describe the options available to business utilizing E-Business, and identify the critical components needed to develop a plan and strategy to implement for a business. The course will focus on E-Business for small and medium sized businesses. This course is the same as CISW 380.1 and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

BUS 360.2  
**E-Business: Tools and Techniques**  
1.5 Units  
*Same As: CISW 380.2*  
*Prerequisite: None.*  
*Advisory: BUS 300; CISC 305; BUS 360.1 or CISW 380.1.*  
*Course Transferable to CSU*  
*Hours: 27 hours LEC*  

The explosive growth of the Internet has changed the fundamental ways in which business is conducted. Information is now exchanged instantly and customers have an instantaneous way to compare offerings from sellers on a worldwide basis. The purpose of this course is to explore the tools, techniques, and technology needed to implement a company’s E-Business strategy. Specific content will include payment systems, privacy and security issues, hardware and software solutions, and business issues directly related to E-Commerce. The course will focus on E-Business infrastructure for small and medium sized businesses. This course is the same as CISW 380.2, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

BUS 365  
**Selecting Integrated Business Software**  
2 Units  
*Prerequisite: BUS 300. Grade of “C” or better required to meet prerequisite.*  
*Advisory: CISC 310.*  
*Course Transferable to CSU*  
*Hours: 36 hours LEC*  

This course introduces students to Enterprise Resource Planning (ERP) software systems. It helps decision makers select the appropriate software to improve business processes in diverse organizations, and it addresses hardware and network requirements for implementing ERP systems. This course provides managers with the ability to better manage change within their organizations while providing an overview of best practices integrated into ERP systems. It is designed to help business decision makers integrate ERP technology with a minimal technical background.
BUS 480
Honors Seminars in Business  1 Unit
Same As: HONOR 320
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC
Honors Seminars in Business are special one-unit intensive courses for academically accomplished students or those with the potential for high academic achievement. In these seminars, students will study topics in the movements, trends and philosophies found in the business. Enrollment is limited to Honors Program students (see catalog page 21). This course is the same as HONOR 320. This course, under either name, may be taken a total of four times for credit on different topics. See "Cross-Listed Courses" in the catalog.

BUS 490
Individualized Projects in Business  1-4 Units
Prerequisite: None
Advisory: At least two semesters of successful work leading to an Associate Degree or Certificate in Accounting, Business, Computer Information Science, Finance, Management, Marketing, Office Administration or other related field.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This course is designed to help the student focus skills previously learned in an area of business. The student, with the help of the instructor, will produce a project that utilizes a variety of skills. The student will describe a problem, plan a process to arrive at a solution, work with the instructor to secure those resources necessary to complete the project, submit progress reports on a regular basis, and present a finished product. This class may be required for some degrees or certificates.

BUS 495
Independent Studies in Business  1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

BUS 498
Work Experience in Business  1-4 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

BUS 499
Experimental Offering in Business  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

BUSINESS TECHNOLOGY (BUSTEC)

BUSTEC 101
Computer Keyboarding: 10-Key  1 Unit
Prerequisite: None
Hours: 18 hours LEC
This course introduces the numeric keypad and develops the ability to key information into a computer with speed and accuracy.

BUSTEC 110
Business Procedures for Professional Success  3 Units
Prerequisite: None
Advisory: BUSTEC 302 or equivalent, BUSTEC 303, and BUS 100.
Hours: 54 hours LEC
This course develops skills associated with the business professional, including specialized procedures in electronic workplaces. Students learn critical thinking, problem solving, teamwork, supervision skills, administrative procedures, and information-processing technologies. Specific areas include the 21st century workplace; business technology; business communication; records management; meetings, travel, and financial documents; and the business professional's career. The course emphasizes developing a work-site team through effective communications, dependability, interpreting various management responsibilities, and motivational techniques. Recommended for all management information science and business students.

BUSTEC 120
Skills for Today's Office  1 Unit
Prerequisite: None
Advisory: BUSTEC 302 or keyboarding speed verification at 25 wpm or better, and CISA 305 and CISA 315.
Hours: 18 hours LEC; 18 hours LAB
This is a course designed to build upon previous word processing and spreadsheet training in the computer science/business area and to complete the training necessary to perform effectively and become a skilled employee in a computerized office. The course includes preparing and processing information: word processing, spreadsheet, and database documents; communicating via fax, e-mail, voicemail, Internet, and telephone; and using copiers and other office equipment. Students will simulate office situations. This course emphasizes activities and techniques that enhance competencies needed in today’s office.

BUSTEC 299
Experimental Offering in Business Technology  .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
BUSTEC 302
Computer Keyboarding  2 Units
Prerequisite: None.
Advisory: ENGRD 16 or ESLR 320
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 36 hours LEC

This intensive introductory computer-keyboard course emphasizes operating alphabetic, numeric, and symbol keys by touch. It includes computer-keyboarding techniques, speed-and-accuracy development, proofreading proficiency, communication skills, essential computer-keyboarding information, and use of basic features of a current office-level word processing program. Workplace etiquette and common organizational duties are introduced and reinforced throughout the course. This course is not open to students who have received credit for BUSTEC 306. See *Cross-Referenced Courses* in the catalog.

BUSTEC 303
Computer-Keyboard Formatting  2 Units
Prerequisite: BUSTEC 302 with a grade of “C” or better
Course Transferable to CSU
Hours: 36 hours LEC

This intensive computer-keyboard formatting course emphasizes application of the following formatting concepts: horizontal and vertical centering, business letter styles, memorandums, tables, and reports. The course includes developing proofreading proficiency, reinforcing communication skills, developing speed and accuracy, and using the features of a current office-level word processing program. Workplace etiquette and common organizational duties are introduced and reinforced throughout the course. Students who feel that they have skills equivalent to the prerequisite are encouraged to apply for credit by examination for BUSTEC 302. This course is not open to students who have received credit for BUSTEC 306. See *Cross-Referenced Courses* in the catalog.

BUSTEC 304
Computer Keyboard Speed-and-Accuracy Building  2 Units
Prerequisite: BUSTEC 302. Grade of “C” or better required to meet prerequisite.
Course Transferable to CSU
Hours: 36 hours LEC

This course builds upon previous computer-keyboard skills and stresses speed-and-accuracy techniques. It includes skills assessment and individually prescribed improvement plans. The student will be reading and interpreting written and oral instructions. Students who feel that they have skills equivalent to the prerequisite are encouraged to apply for credit by examination for BUSTEC 302. This course may be taken two times for credit.

BUSTEC 306
Computer Keyboarding and Formatting  4 Units
Prerequisite: None.
Advisory: ENGRD 16 or ESLR 320
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 72 hours LEC

This introductory computer keyboarding/formatting course emphasizes operating alphabetic, numeric, and symbol keys by touch. It includes computer-keyboarding techniques, speed-and-accuracy development, proofreading proficiency, communication skills, essential computer-keyboarding information, and use of the features of a current office-level word processing program. The formatting portion of the course emphasizes applications of the following formatting concepts: horizontal and vertical centering, business-letter styles, memorandums, tables and reports. Workplace etiquette and business protocol are introduced and reinforced throughout the course. This course is not open to students who have received credit for BUSTEC 303. See *Cross-Referenced Courses* in the catalog.

BUSTEC 499
Experimental Offering in Business Technology  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Chemistry
Science, Mathematics & Engineering

DEGREE
A.S.—Chemistry

Program Description
The Chemistry Program at CRC consists of:

- A series of chemistry courses designed to meet transfer requirements for chemical, physical and biological science majors
- A series of courses intended for students majoring in fields other than chemistry, biology, or physical science
- A course designed specifically for students who require preparation or review of the more basic chemical concepts

All chemistry courses at CRC include a practical component where students conduct hands-on chemical experimentation in a modern, well-equipped laboratory.

Career Opportunities

<table>
<thead>
<tr>
<th>Biochemist</th>
<th>Chemist</th>
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<tbody>
<tr>
<td>Pharmacist</td>
<td>Chemical Engineer</td>
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<tr>
<td>Chemical Technology</td>
<td>Physician</td>
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<tr>
<td>Dentist</td>
<td>Veterinarian</td>
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<tr>
<td>Allied Health Professional</td>
<td>Biologist</td>
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<tr>
<td>Physicist</td>
<td>Geologist</td>
</tr>
<tr>
<td>Geochemist</td>
<td>Oceanographer</td>
</tr>
</tbody>
</table>

Some Career Opportunities require more than two years of college study. Classes beyond the associate degree may be required to fully prepare students for transfer to a university program.

Highlights

- An outstanding chemistry faculty striving to maintain an excellent and well-respected chemistry program

- Ample contact with the instructor and the relaxed atmosphere that only a limited class size can offer

- A Mathematics, Engineering and Science Achievement (MESA) program

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

A locker deposit is required to participate in all chemistry classes that include laboratory. The deposit is payable at the Business Office prior to the first laboratory class meeting. The deposit is refundable if the locker is checked in at the end of the semester.

DEGREE
A.S.—Chemistry

CODE #1402
This degree is designed to meet common lower division requirements for a major in chemistry.

REQUIRED PROGRAM .......................................................... Units

CHEM 400 General Chemistry .................................................. 5
CHEM 401 General Chemistry .................................................. 5
CHEM 420 Organic Chemistry ................................................ 5
CHEM 421 Organic Chemistry ............................................... 5
MATH 400 Calculus I ............................................................ 5
MATH 401 Calculus II ........................................................... 5
MATH 402 Calculus III ........................................................ 5
PHYS 411 Mechanics of Solids and Fluids ................................ 4
PHYS 421 Electricity and Magnetism ..................................... 4
PHYS 431 Heat, Waves, Light and Modern Physics ................. 4

TOTAL UNITS REQUIRED ..................................................... 47

G.E. Graduation Requirements for this degree - See pages 20-21.

CHEMISTRY (CHEM)

CHEM 300
Beginning Chemistry .......................................................... 4 Units
Prerequisite: MATH 100 or MATH 102 or equivalent.
Grade of "C" or better required to meet prerequisite.
Advisory: Completion of or concurrent enrollment in MATH 120.
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB

This course covers an introduction to fundamental chemical concepts, problem-solving and laboratory skills. It is designed for students needing a comprehensive review of or intensive preparation in chemistry. This course is primarily intended to prepare students for CHEM 400.

CHEM 305
Introduction to Chemistry .................................................. 5 Units
Prerequisite: MATH 100 or 102 with a grade of “C” or better
General Education: AA/AS Area IV; CSU Area B1;
CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 72 hours LEC; 54 hours LAB

This is a general chemistry course intended for students majoring in the allied health fields, such as nursing, physical therapy, dental hygiene, veterinary technology, and environmental technology. This course emphasizes the fundamental principles of chemistry: types of matter, physical and chemical processes, atomic and molecular structure, stoichiometry, properties and theories of gases, properties of solutions, acids and bases, equilibria, oxidation-reduction and an introduction to organic functional groups as they pertain to medicine or biological systems.
CHEM 306
Introduction to Chemistry 5 Units
Prerequisite: CHEM 305 with a grade of "C" or better
General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 72 hours LEC; 54 hours LAB

The organic chemistry portion of this course emphasizes the major classes of organic compounds: their structure, physical and chemical properties related to biological systems, and nomenclature. Some clinical and pharmacological aspects are also discussed. The biochemistry portion of this course emphasizes the structure and function of carbohydrates, proteins, and lipids in biological systems. Special topics include enzymes and enzyme regulation, drugs their bioavailability and metabolism.

CHEM 307
Introduction to Chemistry 4 Units
Prerequisite: MATH 100 or MATH 102 with a grade of "C" or better; or equivalent.
General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB

This is a general chemistry course intended for students majoring in the allied health fields, such as nursing, physical therapy, dental hygiene, veterinary technology, and environmental technology. This course emphasizes the fundamental principles of chemistry: types of matter, physical and chemical processes, atomic and molecular structure, stoichiometry, properties and theories of gases, properties of solutions, acids and bases, equilibria, and an introduction to organic functional groups as they pertain to medicine or biological systems.

CHEM 308
Introduction to Chemistry 4 Units
Prerequisite: CHEM 307 with a grade of "C" or better
General Education: CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB

The organic chemistry portion of this course emphasizes the major classes of organic compounds: their structure, physical and chemical properties related to biological systems, and nomenclature. Some clinical and pharmacological aspects are also discussed. The biochemistry portion of this course emphasizes the structure and function of carbohydrates, proteins, and lipids in biological systems. Special topics include enzymes and enzyme regulation, drugs their bioavailability and metabolism.

CHEM 321
Environmental Chemistry 3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course explores the interrelationship of human beings and the surrounding environment with regard to the chemical substances that are encountered in everyday life. The role of chemistry in both creating environmental problems as well as providing solutions to environmental problems will be examined. Students will learn how chemicals released to the environment can have adverse effects on ecosystems and human health. Chemical and physical methods of controlling and remediating air, water, and soil pollutants will be covered. The role of environmental regulations in preventing and mitigating environmental degradation will also be covered. By the completion of this course, students will have acquired skills and techniques that can be utilized to examine environmental problems and their proposed solutions.

CHEM 322
Environmental Chemistry Laboratory 1 Unit
Prerequisite: None.
Corequisite: CHEM 321 (may be taken previously). Grade of "C" or better required to meet corequisite.
General Education: CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LAB

This course provides "hands-on" opportunities for students to collect and analyze data about chemicals found in the environment. Students will learn how to collect and analyze soil, water and air samples for environmental quality parameters and the presence of pollutants. Analysis of samples will involve the use of readily available field test equipment. Field trips for sample collection will take place during laboratory periods or at arranged times. There may also be field trips to environmental analytical laboratories.

CHEM 332
The Chemistry of Natural Products 4 Units
Prerequisite: None.
General Education: AA/AS Area IV
Course Transferable to CSU
Hours: 54 hours LEC; 54 hours LAB

This course covers an examination of economically important chemicals obtained from natural sources, with special emphasis on the essential oils of aromatic plants. Topics include the basic principles of organic chemistry; the structural classification of natural products; the stereochemical perception of aroma and flavor; the extraction, chemistry, and quality control of botanical essential oils; and the active-component phytochemicals of selected medicinal plants. Practical laboratory exercises (including essential oil distillation, phytochemical extraction and preparation of herbal balms, creams, soaps, and personal fragrances) will support the lecture portion of the course.
CHEM 400
General Chemistry  5 Units
Prerequisite: CHEM 300 OR one year high school chemistry lecture and laboratory AND MATH 120 or the equivalent. Grade of "C" or better required to meet prerequisite.
General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 108 hours LAB
This is a general college chemistry course intended for students majoring in the scientific disciplines including chemistry, biology, physics, geology and engineering. This course emphasizes the fundamental principles of chemistry. Topics include chemical measurement, physical and chemical processes, nomenclature, atomic structure, quantum theory, stoichiometry, molecular structure, bonding theory, physical properties of gases, thermochemistry, modern materials, and properties of solutions.

CHEM 401
General Chemistry  5 Units
Prerequisite: CHEM 400 with a grade of "C" or better
General Education: CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 108 hours LAB
This course is a continuation of the two-semester series in general college chemistry. Topics presented in the course include kinetics, equilibrium, acid/base chemistry, thermodynamics, electrochemistry, radiochemistry, coordination chemistry, and an introduction to organic chemistry. Laboratory exercises include qualitative and quantitative analysis techniques.

CHEM 410
Quantitative Analysis  5 Units
Prerequisite: CHEM 401 with a grade of "C" or better
General Education: AA/AS Area IV; CSU Area B1; CSU Area B3
Course Transferable to UC/CSU
Hours: 54 hours LEC; 108 hours LAB
This course focuses on the principles and techniques involved in fundamental gravimetric and volumetric analyses and separation techniques including methods of data analysis, precipitation, acid/base neutralization, complex formation, oxidation-reduction, spectroscopy and chromatography. Also included is an introduction to modern instrumental analytical procedures with emphasis on optical, electrochemical and chromatographic techniques. Emphasis throughout the course will be on sampling, calibration and method validation procedures.

CHEM 420
Organic Chemistry  5 Units
Prerequisite: CHEM 401 with a grade of "C" or better
General Education: CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LEC; 108 hours LAB
This course surveys the principles of organic chemistry intended for chemistry and biological science majors or those students interested in the medical and related professions. Units covered include an in-depth study of the physical and chemical properties of aromatic compounds, aldehydes, ketones, amines, carboxylic acids and its derivatives. A special emphasis is placed on structural analysis/elucidation of these compounds by the various spectroscopic techniques. In addition, an introduction to pericyclic reactions and biomolecules is presented.

CHEM 421
Organic Chemistry  5 Units
Prerequisite: CHEM 420 with a grade of "C" or better
General Education: CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LEC; 108 hours LAB
This course is a continuation of Chemistry CHEM 420. Units covered include an in-depth study of the physical and chemical properties of aromatic compounds, aldehydes, ketones, amines, carboxylic acids and its derivatives. A special emphasis is placed on structural analysis/elucidation of these compounds by the various spectroscopic techniques. In addition, an introduction to pericyclic reactions and biomolecules is presented.

CHEM 495
Independent Studies in Chemistry  1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

CHEM 498
Work Experience in Chemistry  1-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 60-300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

CHEM 499
Experimental Offering in Chemistry  .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A.—Communication, Organizational Communication

CERTIFICATE
Applied Communication Skills

Program Description
The role of communication in the workplace today has grown in importance, and workplace communication competencies are increasingly in demand. The number one skill identified by employers is the ability to communicate clearly in both oral and written form. The number two skill identified by employers as necessary is the ability to work effectively as a member of a team. A competitive workplace requires employees to exercise competence in interview skills, professional presentations, written communication, group problem solving, intercultural interactions, conflict management, and analytical reasoning. This transferable degree gives students a foundation that can be used in any career path, increasing one’s preparation for employment and transferability to a university.

Career Opportunities
Public Information
Motivational Speaking
Radio & Television
Public Relations
Organizational Administration
Writing for Publication
Customer Service
Corporate Imaging
Marketing
Grant Writing

Human Resources
Corporate Training
Political Speech Writing
Advertising
College & University Instruction
Negotiation & Mediation Services
Personnel Management
Social Science Research
Campaign Management
Community Relations

Highlights
• Degree and Certificate program
• Transfer requirements simultaneously met while pursuing degree
• For additional program information, contact any of our full time faculty:
  Colette Harris (916) 691-7202
  Dan DuBray (916) 691-7493
  Georgine Hodgkinson (916) 691-7172
  Chris Wagner (916) 691-7336

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo.

Our courses are interdisciplinary in nature. Communication Studies offers students an opportunity to explore coursework in oral communication, critical thinking, social sciences, multicultural studies, and living skills.

Students will find this background helpful and applicable to their everyday pursuits. Students intending to transfer to a university will have a solid base of courses that will interface with further, focused study in a major. For those wishing to pursue a university degree in the field of communication, degrees can be earned with emphasis in the following areas:
• Mass Media Studies
• Broadcast Electronic Communication Arts
• Organizational Communication
• Intercultural Communication
• Visual Communication
• Rhetoric
• Group Communication
• Interpersonal Communication
<table>
<thead>
<tr>
<th>COMM 301</th>
<th>Introduction to Public Speaking</th>
<th>3 Units</th>
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<tbody>
<tr>
<td>Prerequisite: ENGWR 51 with a grade of &quot;C&quot; or better</td>
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<tr>
<td>General Education: AA/AS Area II(b); CSU Area A1; IGETC Area 1C</td>
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<tr>
<td>Course Transferable to UC/CSU</td>
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<tr>
<td>Hours: 54 hours LEC</td>
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</table>

This course prepares students to speak in a variety of rhetorical situations: as college students, as employees, as opinion leaders in the community. The course is designed to assist students in developing effective delivery, ethical research methodology, analytical thinking and listening skills, organization and outlining skills, and appropriate presentation skills. Emphasis is on researching, preparing, organizing, and presenting a variety of speeches for different audiences. Video taping equipment may be used as an aid to the student’s self-analysis and improvement. Access to a computer with online capabilities may be required and computer access is available on campus.

<table>
<thead>
<tr>
<th>COMM 311</th>
<th>Argumentation and Debate</th>
<th>3 Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prerequisite: ENGWR 300 with a grade of &quot;C&quot; or better</td>
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</tr>
<tr>
<td>General Education: AA/AS Area II(b); CSU Area A3</td>
<td></td>
<td></td>
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<tr>
<td>Course Transferable to UC/CSU</td>
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<td></td>
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<tr>
<td>Hours: 54 hours LEC</td>
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</table>

This course introduces students to argumentation, critical evaluation of evidence, and reasoning in the context of debate. Intended as a practical course, the fundamentals of proposition analysis, case building and dissent are discussed and applied.
COMM 315
Persuasion 3 Units
Prerequisite: ENGWR 300 with a grade of "C" or better
General Education: AA/AS Area II(b); CSU Area A3
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course presents fundamental theories and techniques of persuasion as they occur in various communication contexts. Students develop critical thinking skills by examining message production, analyzing messages and exploring the social impact of persuasion.

COMM 321
Interpersonal Communication 3 Units
Prerequisite: ENGWR S1 with a grade of "C" or better
General Education: AA/AS Area III(b); CSU Area E1
Course Transferable to UC/CSU
Hours: 54 hours LEC
Explore communication skills associated with satisfying relationships. Using simulations and structured exercises, students experiment with various approaches to successful communication in person-to-person situations. This course strives to increase an individual’s personal communication effectiveness through heightened awareness and greater skill as both a sender and receiver of shared messages.

COMM 325
Intercultural Communication 3 Units
Prerequisite: ENGWR S1 with a grade of "C" or better
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D7; IGETC Area 4G
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course introduces students to the challenges and promises of intercultural communications in the United States. Variations and commonalities in communication patterns across cultures are examined as well as processes and outcomes among persons of different group-based experiential backgrounds. Practical application of factors which influence communication among individuals of different cultures is emphasized.

COMM 331
Group Discussion 3 Units
Prerequisite: ENGWR S1 with a grade of "C" or better
General Education: AA/AS Area II(b); CSU Area A1; IGETC Area 1C
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course is designed to increase students’ understanding of group communication and to prepare students to function more effectively in various types of groups, as college students, employees, as members in the community. The course is designed to assist students in developing an understanding of how group communication is uniquely different from other communication. Oral communication techniques within group settings will be analyzed in depth and assignments will include oral presentations (individual and group). The course will enhance students’ effectiveness in the small group dynamics of roles, functions, leadership and norms. Problem-solving and decision-making skills are emphasized through simulations and discussion. Video taping equipment may be used as an aid to the student’s self-analysis and improvement. Access to a computer with online capabilities may be required and computer access is available on campus.

COMM 341
Organizational Communication 3 Units
Prerequisite: ENGWR 101 with a grade of "C" or better
General Education: AA/AS Area II(b); CSU Area D7
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to allow students to examine both theoretical and pragmatic essentials of effective organizational messages from preparation and presentation to effective observation and analysis. Students will explore the dynamics of organizational communications in basic communication skills, working relationships, leadership, diversity in the workplace, conflict negotiation teams and problem solving and/or decision making groups. The roles of internal and external messages on the communication process and organizational effectiveness will be examined and analyzed. Access to a computer with on-line capabilities may be required and computer access is available on campus.

COMM 361
The Communication Experience 3 Units
Prerequisite: ENGWR S1 with a grade of "C" or better
General Education: AA/AS Area II(b); CSU Area A1; IGETC Area 1C
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course introduces students to the fundamental concepts necessary for effective communication in a variety of settings with a variety of audiences. Special emphasis is placed on practical experiences within groups, facilitation of interpersonal relationships, and methods of conflict management. As part of this course, students are required to actively participate in groups and deliver oral presentations, both individually and in groups. Video taping equipment may be used as an aid to the student’s self-analysis and improvement. Access to a computer with online capabilities may be required and computer access is available on campus.

COMM 363
Introduction to Communication Theory 3 Units
Prerequisite: None.
General Education: AA/AS Area II(b); CSU Area D7
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will introduce the student to the symbolic process of human communication through the study of basic communication models, fundamental theory, and relevant research findings. Emphasis will be placed on achieving an understanding of the communication process, and the process through which researchers in the field add to their existing body of knowledge.

COMM 373
Forensics Laboratory 2 Units
Prerequisite: None
Course Transferable to CSU
Hours: 108 hours LAB
A laboratory class for students who wish to participate in intercollegiate forensics competition. Areas of interest include debate, persuasion, oral interpretation, expository speech, impromptu speaking and readers' theatre. May be taken four times for credit.
COMM 480
Honors Seminar:
Political Campaign Communication 3 Units
Same As: HONOR 340
Prerequisite: ENGWR 300 with a grade of "C" or better
General Education: AA/AS Area V(b); CSU Area D7; CSU Area D8; IGETC Area 4G
Course Transferable to UC/CSU
Hours: 54 hours LEC
What do pundits, politicians and the public have in common? The ability to impact political campaign communication. This seminar-style course will introduce students to the effects of political campaign communication on public opinion and election results. Using timely data, students will evaluate news media, debate presidential debates, and analyze campaign messages using qualitative and quantitative approaches. This course is intended for the honor student interested in learning about political communication, rhetorical criticism, and techniques for writing for academic audiences. Enrollment is limited to Honors Program students (see catalog). This course is the same as HONOR 340, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

COMM 494
Topics in Communication .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
A survey of contemporary communication topics that allows students to choose a particular option from several. Possible options may include, but are not limited to: extemporaneous speaking, intercultural communication in the workplace, communication in the classroom, conflict, principles of visual communication, readers' theatre, parliamentary procedure and decision making techniques. Students may receive one unit of credit in each topic area. Consult class schedule for specific topics offered.

COMM 495
Independent Studies in Communication 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

COMM 499
Experimental Offering in Communication .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
DEGREES

A.S.—CIS, Computer Programming
A.S.—CIS, Programming, Workforce Entry
A.S.—CIS, Information Systems Security
A.S.—CIS, Server Administrator
A.S.—CIS, Enterprise Administrator
A.S.—Management Information Systems

CERTIFICATES

CIS — Database Analyst - SQL
CIS — Computer Programmer - SQL
CIS — Database Design
CIS — Relational Database Administration
CIS — Software Development Using Visual BASIC.NET
CIS — Software Development with JAVA
CIS — Web Publishing
CIS — Web Programming
CIS — Network Helpdesk Technician
CIS — Server Administrator
CIS — Enterprise Administrator
CIS — Programming C/C++
CIS — Internet Programming
CIS — Information Systems Security
CIS — Linux System Administrator
Desktop Publishing
MIS — Application Data Entry
MIS — Information Processing
MIS — Application Technician
MIS — Application Analyst
MIS — Application Manager
MIS — E-Business Infrastructure
Professional Applications of Geographic Information Systems (GIS) (Computer Science emphasis
- see page 188)

Program Description

CRC computer information science programs include study in computer programming, information systems security, computer networking, management information systems, and computer applications. A wide range of degree and certificate programs are available to meet the needs of transfer students who plan to complete a four-year degree as well as career/technical students who plan to enter the work force. Several of the programs are designed to promote a career ladder from certificate to associate degree to university transfer. Other programs are designed to upgrade the skill set of working IT professionals. All program options are designed with advice from business and industry representatives and conform to industry standards. For more information, refer to specific information about each program in the pages that follow. Transfer students should see a counselor to develop an educational plan based upon the specific requirements of the transfer institution.

DEGREE

A.S.—Computer Information Science: Computer Programming

CODE #1066

This program is recommended for students planning to transfer to a CSU campus.

REQUIRED PROGRAM .......................................................Units
BUSTEC 302 Computer Keyboarding or
Keyboarding speed verification at 25 wpm or better........... 0-2
MATH 400 Calculus I ....................................................... 5
MATH 401 Calculus II ..................................................... 5
MATH 420 Differential Equations .................................... 4
PHYS 411 Mechanics of Solids and Fluids...................... 4
PHYS 421 Electricity and Magnetism .............................. 4
CISC 310 Intro to Computer Information Science............. 3
CISP 300 Algorithm Design/Problem Solving .................. 3
CISP 360 Intro to Structured Programming ..................... 4
CISP 400 Object Oriented Programming with C++ ............ 4
CISP 405 Object Oriented Programming Using C# on Visual Studio .NET ............................................. 4
CISP 310 Assembly Language Programming on Microcomputers ......................................................... 4
CISP 430 Data Structures .............................................. 4
CISP 370 Beginning Visual BASIC .................................... 4
TOTAL UNITS REQUIRED..................................................... 52-54

G.E. Graduation Requirements for this degree - See pages 20-21.
CERTIFICATE
Computer Information Science - Programming in C/C++
CODE #1070

REQUIRED PROGRAM..........................................................Units
Core Courses
BUS 310 Business Communication ..................................3
BUSTEC 302 Computer Keyboarding (2) or .......................0-2
   Keyboarding speed verification at 25 wpm or better ....0-2
CISC 310 Introduction to Computer Information Science ....3
CISC 320 Operating Systems (Windows)..........................1
CISC 321 Intermediate Operating Systems (Windows).......1
CISP 300 Algorithm Design/Problem Solving ..................3
MATH 100 Elementary Algebra (5) or
   MATH 102 Elementary Algebra - Part II (3) or
   higher level math course ...................................... 3-5

Specialization in C/C++
CISC 320 Operating Systems (Unix) .................................1
CISC 321 Intermediate Operating Systems (Unix) ...........1
CISP 360 Introduction to Structured Programming ..........4
CISP 400 Object Oriented Program with C++ .................4
CISP 405 Object Oriented Program Using C# on Visual Studio.NET .................4
CISP 430 Data Structures............................................4
TOTAL UNITS REQUIRED ........................................... 32-36

CERTIFICATE
Computer Information Science - Internet Programming
CODE #1942

REQUIRED PROGRAM..........................................................Units
Core Courses
BUS 310 Business Communication .................................3
BUSTEC 302 Computer Keyboarding or
   Keyboarding speed verification at 25 wpm or better ....0-2
CISC 310 Introduction to Computer Information Science ....3
MATH 100 Elementary Algebra (5) or
   MATH 102 Elementary Algebra - Part II (3) .................3-5
CISC 320 Operating Systems (Windows) .........................1
CISC 321 Intermediate Operating Systems (Windows).......1
CISP 300 Algorithm Design/Problem Solving ..................3

Specialization in Internet Programming
CISC 355 Introduction to Data Communications ...............1.5
CISC 356 Introduction to Local Area Networks .................1.5
CISC 305 Introduction to the Internet ..........................1
CISC 306 Introduction to Web Page Creation (1) or
   CISW 300 Web Publishing (3) ...................................1-3
CISW 350 Imaging for the Web ....................................1
CISW 400 Client-side Web Scripting ..............................4
TOTAL UNITS REQUIRED ........................................... 24-30

DEGREE
A.S.—Computer Information Science:
Programming, Workforce Entry
CODE #1326

This program is recommended for students wishing to enter the
workforce upon graduation. Some transfer opportunities are
available to designated universities.

REQUIRED PROGRAM..........................................................Units
Semester 1
BUS 310 Business Communication or
   ENGWR 300 College Composition ................................3
CISC 310 Intro to Computer Information Science ...........3
CISC 320 Operating Systems (Windows) .........................1
CISP 300 Algorithm Design/Problem Solving ..................3
BUSTEC 302 Computer Keyboarding or
   Keyboarding speed verification at 25 wpm or better .....0-2
Any U.S. History course: .............................................3
   HIST 312, 313, 320, 321, 331, 371.

Semester 2
CISA 320 Intro to Database Management (Access) ............1
CISP 360 Intro to Structured Programming ......................4
CISP 370 Beginning Visual BASIC .................................4
CISC 320 Operating Systems (UNIX) ..............................1
CISC 321 Intermediate Operating Systems (UNIX) ...........1
MATH 100 Elementary Algebra (5) or
   MATH 102 Elementary Algebra (3) Part II or
   higher level math course ...................................... 3-5

Semester 3
CISP 355 Database Programming - Oracle ......................3
CISP 400 Object Oriented Programming with C++ ............4
BUS 330 Managing Diversity in the Workplace ................3
PHYS 310 Conceptual Physics (3) or
   PS 302 Intro to Physical Science (4) .........................3-4
   Physical Education course ......................................1-1.5

Semester 4
PHIL 310 Introduction to Ethics ..................................3
CISP 430 Data Structures ..........................................4
CISN 300 Network Systems Administration ....................3
CISP 405 Object Oriented Programming using C# On Visual Studio.NET ................................4
   COMM 361 The Communication Experience or
   COMM 331 Group Discussion ..................................3
   ENGRD 310 Prose Analysis and Interpretation or
   reading competency by examination must be completed before graduation ........0-3
TOTAL UNITS REQUIRED ............................................ 58-67.5

G.E. Graduation Requirements for this degree - See pages 20-21.
CERTIFICATE
Desktop Publishing
CODE #1073

REQUIRED PROGRAM................................................. Units
RTVF 304 Multimedia Graphics ........................................... 3
JOUR 355 Media Writing .................................................. 1
CISC 302/JOUR 330 Computer Familiarization ....................... 2
CISA 305 Beginning Word Processing .................................. 2
CISA 340 Presentation Graphics ....................................... 2
CISA 330 Desktop Publishing or JOUR 335 Intro to Desktop Publishing .... 2
CISA 331 Intermediate Desktop Publishing or JOUR 336 Intermediate Desktop Publishing .... 2
PHOTO 300 Influence in Contemporary Society ....................... 1
MKT 300 Principles of Marketing ...................................... 3
MKT 314/RTVF 376 Advertising ....................................... 3
Plus six units selected from: ........................................... 6
ART 320 Design Fundamentals (3)
JOUR 404 Editing and Production (3)
JOUR 340 Writing for Publication (3)
JOUR 150 Public Relations Media Techniques (3)
PHOTO 301 Beginning Photography (3)
PHOTO 392 Commercial & Advertising Photography (3)
PHOTO 400 Digital Imaging (3)
TOTAL UNITS REQUIRED ........................................... 27

CERTIFICATE
Computer Information Science - Network Helpdesk Technician
CODE #1552

This certificate provides students the information necessary to obtain an entry-level career in the field of networking. Upon completion of this certificate, students will understand helpdesk concepts and responsibilities, hardware and software troubleshooting, and technical communication skill-sets.

The fundamentals of supporting end users and a Local Area Network (LAN) will also be emphasized.

REQUIRED PROGRAM................................................. Units
CISC 308 Exploring Computer Environments and the Internet........ 1
CISN 356 Introduction to Local Area Networks ...................... 1.5
CISN 301 Network Client Systems Administration ................... 3
CISN 330 Data Communication and Network Fundamentals ......... 3
CISN 490 Networking Helpdesk Practicum .............................. 2
CISS 300 Intro to Information Systems Security ..................... 1
Plus five to six (5-6) units selected from the following: .......... 5-6

General:
CISC 290 Exploring CIS Careers (1)
CISC 310 Intro to Computer Information Science (3)
CISC 498 Work Experience in Computer Info Science (1-3)

Applications:
CISA 308 Exploring Word Processing and Presentation Software (1)
CISA 315 Introduction to Electronic Spreadsheets (2)
CISA 320 Introduction to Database Management (1)
CISA 330 Desktop Publishing (2)
CISA 340 Presentation Graphics (2)
CISC 306 Introduction to Web Page Creation (1)
CISW 300 Web Publishing (3)

Operating Systems:
CISC 323 Linux Operating System (1)
CISC 324 Intermed. Linux Operating System (1)
CISC 355 Intro. to Data Communications (1.5)
CISC 360 Microcomputer Support & Maintenance (4)

Security:
CISS 310 Network Security Fundamentals (3)
TOTAL UNITS REQUIRED ........................................... 16.5-17.5

DEGREE
A.S.—Computer Information Science:
Server Administrator
(formerly: Network Systems Administrator)
CODE #1621

This degree is designed for networking professionals who want to manage the components of a network system, based on the Microsoft Windows platform and Microsoft server software, on an ongoing basis; monitor and optimize the components of a network system; and diagnose and resolve problems regarding the components of a network system.

REQUIRED PROGRAM................................................. Units
CISC 323 Linux Operating System ..................................... 1
CISC 324 Intermediate Linux Operating System .................... 1
CISC 356 Introduction to Local Area Networks ...................... 1.5
CompTIA Network+:
CISS 330 Data Communication and Networking Fundamentals .... 3
Programming Requirement:
CISP 300 Algorithm Design/Problem Solving ........................ 3
CISP 370 Beginning Visual Basic (4) ................................. 3-4
or CISA 405 Scripting for Applications (3)
CompTIA Security+:
CISS 310 Network Security Fundamentals ........................... 3
CompTIA Server+:
CISN 300 Network Systems Administration .......................... 3
70-640: TS: Windows Server 2008 Active Directory, Configuring:
CISN 306 Advanced Network Systems Administration ........... 3
70-642: TS: Windows Server 2008 Network Infrastructure Configuring:
CISP 308 Internetworking with TCP/IP ................................ 3
70-646: Pro: Windows Server 2008 Administrator:
CISN 320 Designing Windows Directory Services ................. 3

Required Elective:
A minimum of 3 units from the following: ......................... 3
CISC 498 Work Experience in CIS - Core (1-4)
CISP 301 Network Client Systems Administration (3)
CISP 302 Intermediate Network Systems Administration (3)
CISP 303 Network Administration - Linux Server (3)
CISP 309 Network Systems Administration-Update (1-3)
CISP 374 Messaging Server Administration (3)
CISP 378 Database Administration for Microsoft SQL Server (3)
CISP 499 Experimental Offering in CIS - Networking (0.5-4)

TOTAL UNITS REQUIRED ........................................... 30.5-31.5

Guidelines to Students: Microsoft Certified IT Professional (MCITP) Server Administrator candidates on the Microsoft Windows Server (tm) 2008 track are required to satisfy three industry certification exams (70-640, 70-642 and 70-646). It is recommended that students use their best judgment and talk to a counselor or a CIS instructor to help guide them with their selection of the appropriate courses for their personal and/or professional needs.

G.E. Graduation Requirements for this degree - See pages 20-21.
DEGREE
A.S.—Computer Information Science: Enterprise Administrator
(for formerly: Network Systems Engineer)
CODE #1620

This degree is designed for networking professionals who want to analyze the business requirements for a network system; design a network system solution that meets business requirements; deploy, install, and configure the components of a network system based on the Microsoft Windows platform and Microsoft server software; manage the components of a network system on an ongoing basis; monitor and optimize the components of a network system; and diagnose and resolve problems regarding the components of a network system.

REQUIRED PROGRAM.........................................................Units
CISC 323  Linux Operating System..............................................1
CISC 324  Intermediate Linux Operating System.........................1
CISC 356  Introduction to Local Area Networks...........................1.5
CompTIA Network+:
CISN 330  Data Communication and Networking Fundamentals...3
Programmung Requirement:
CISP 300  Algorithm Design/Problem Solving................................3
CISP 370  Beginning Visual Basic.............................................4
CompTIA Security+:
CISS 310  Network Security Fundamentals................................3
CompTIA Server+:
CISN 300  Network Systems Administration.............................3
70-620: TS: Deploying and Maintaining Windows Vista Client
or 70-624: TS: Deploying and Maintaining Windows Vista Client
and 2007 Microsoft Office System Desktops:
CISN 301  Network Client Systems Administration..................3
70-643 TS: Windows Server 2008 Applications Platform, Configuring:
CISN 302  Intermediate Network Systems Administration...........3
70-640: TS: Windows Server 2008 Active Directory, Configuring:
CISN 306  Advanced Network Systems Administration...............3
70-642: TS: Windows Server 2008 Network Infrastructure, Configuring:
CISN 308  Internetworking with TCP/IP ....................................3
70-647: Pro: Windows Server 2008 Enterprise Administrator:
CISP 324  Designing Windows Networking Services..................3

Required Elective:
A minimum of 3 units from the following: ..................................3
CISC 498  Work Experience in CIS - Core (1-4)
CISC 303  Network Administration - Linux Server (3)
CISC 309  Network Systems Administration-Update (1-3)
CISP 374  Messaging Server Administration (3)
CISP 378  Database Administration for Microsoft SQL Server (3)
CISC 499  Experimental Offering in CIS - Networking (0.5-4)

TOTAL UNITS REQUIRED.........................................................37.5

Guidelines to Students: Microsoft Certified IT Professional (MCITP) Server Administrator candidates on the Microsoft Windows Server (tm) 2008 track are required to satisfy five industry certification exams (70-620 or 70-624, 70-643, 70-642, 70-640 and 70-647). It is recommended that students use their best judgment and talk to a counselor or a CIS instructor to help guide them with their selection of the appropriate courses for their personal and/or professional needs.

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Computer Information Science - Server Administrator
(for formerly: Network Systems Administrator)
CODE #1621

This certificate is designed for Network Helpdesk Technicians who want to gain additional skill-sets to become a Windows Server Administrator. Some of the skill-sets that are necessary for this job include the ability to deploy, install, and configure the components of a network system based on the Microsoft Windows platform and Microsoft server software; the ability to manage the components of a network system on an ongoing basis; the ability to monitor and optimize the components of a network system; and the ability to diagnose and resolve problems regarding the components of a network system.

REQUIRED PROGRAM.........................................................Units
CISC 323  Linux Operating System..............................................1
CISC 324  Intermediate Linux Operating System.........................1
CISC 356  Introduction to Local Area Networks...........................1.5
CISP 300  Introduction to Information Systems Security...............1
CompTIA Network+:
CISN 330  Data Communication and Networking Fundamentals...3
CompTIA Server+:
CISN 300  Network Systems Administration.............................3
70-640: TS: Windows Server 2008 Active Directory, Configuring:
CISN 306  Advanced Network Systems Administration...............3
70-642: TS: Windows Server 2008 Network Infrastructure Configuring:
CISN 308  Internetworking with TCP/IP ....................................3
70-646: Pro: Windows Server 2008 Administrator:
CISP 320  Designing Windows Directory Services....................3

Required Elective:
A minimum of 3 units from the following: ..................................3
CISC 498  Work Experience in CIS - Core (1-4)
CISC 301  Network Client Systems Administration (3)
CISC 302  Intermediate Network Systems Administration (3)
CISC 303  Network Administration - Linux Server (3)
CISC 309  Network Systems Administration - Update (1-3)
CISP 374  Messaging Server Administration (3)
CISP 376  Database Administration for Microsoft SQL Server (3)
CISC 499  Experimental Offering in CIS-Networking (0.5-4)
CISS 310  Network Security Fundamentals (3)

TOTAL UNITS REQUIRED.........................................................22.5

Guidelines to Students: Microsoft Certified IT Professional (MCITP) Server Administrator candidates on the Microsoft Windows Server (tm) 2008 track are required to satisfy three industry certification exams (70-640, 70-642 and 70-646). It is recommended that students use their best judgment and talk to a counselor or a CIS instructor to help guide them with their selection of the appropriate courses for their personal and/or professional needs.
CERTIFICATE
Computer Information Science - Enterprise Administrator
(formerly: Network Systems Engineer)
CODE #1620

This certificate is designed for Server Administrators who want to gain additional skill-sets to become an Enterprise Administrator. Some of the skill-sets that are necessary for this job include the ability to analyze the business requirements for a network system; design a network system solution that meets business requirements; deploy, install, and configure the components of a network system based on the Microsoft Windows platform and Microsoft server software; manage the components of a network system on an ongoing basis; monitor and optimize the components of a network system; and diagnose and resolve problems regarding the components of a network system.

REQUIRED PROGRAM.......................................................... Units
CISC 323 Linux Operating System ........................................1
CISC 324 Intermediate Linux Operating System ..........................1
CISC 356 Introduction to Local Area Networks ..........................1.5
CISS 308 Introduction to Information Systems Security...............1
CompTIA Network++:
CISN 330 Data Communication and Networking Fundamentals .......3

Required Elective:
A minimum of 3 units from the following: ................................3
CISC 498 Work Experience in CIS - Core (1-4)
CISC 303 Network Administration - Linux Server (3)
CISC 320 Operating Systems (Unix/Linux)..............................1
CISP 308 Intermediate Operating Systems (Unix/Linux)..............1
CISP 300 Algorithm Design/Problem Solving ............................3
CISP 351 Introduction to Relational Database Design & SQL ..........3
CISP 352 Intermediate SQL ..................................................3

TOTAL UNITS REQUIRED .................................................. 14

Guidelines to Students: Microsoft Certified IT Professional (MCITP)
Enterprise Administrator candidates on the Microsoft Windows Server (tm) 2008 track are required to pass five industry certification exams (70-620, 70-624, 70-643, 70-642, 70-640 and 70-647). It is recommended that students use their best judgment and talk to a counselor or a CIS instructor to help guide them with their selection of the appropriate courses for their personal and/or professional needs.

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Computer Information Science - Database Analyst - SQL
CODE #1496

This certificate is designed for beginning students as well as technical professionals who aspire to design, create, or administer relational databases and create client applications. Successful students will be prepared to apply for entry-level positions in industry such as business analyst. The Database Analyst Certificate is the first in a series of three certificate programs designed for the entry-level student and business user.

REQUIRED PROGRAM.......................................................... Units
CISC 310 Introduction to Computer Information Science ...............3
CISC 320 Operating Systems (Unix/Linux) ..............................1
CISC 321 Intermediate Operating Systems (Unix/Linux) .........1
CISP 300 Algorithm Design/Problem Solving ............................3
CISP 351 Introduction to Relational Database Design & SQL ..........3
CISP 352 Intermediate SQL ..................................................3

TOTAL UNITS REQUIRED .................................................. 14

Two to four (2-4) units selected from the following ............... 2-4
CISP 370 Beginning Visual BASIC (4) or
CISA 320 Introduction to Database Management (1) and
CISA 321 Intermediate Database Management (1)

TOTAL UNITS REQUIRED .................................................. 19-21
**CERTIFICATE**  
Computer Information Science -  
Relational Database Administration  
CODE #1498

The Relational Database Administration Certificate is designed for a person who is responsible for interacting with SQL Programmers, Database Designers, Systems Administrators, and Network Engineers as well as the day-to-day operation of a Relational Database Management System. This course of study is appropriate for a entry level Database Administration position.

**REQUIRED PROGRAM** .................................................................Units  
CISC 310 Introduction to Computer Information Science........3  
CISA 320 Database Management..............................................1  
CISA 321 Intermediate Database Management........................1  
CISC 320 Operating Systems (Unix/Linux).......................1  
CISC 321 Intermediate Operating Systems (Unix/Linux)........1  
CISC 322 Advanced Operating Systems (Unix or Linux)......1  
CISP 300 Algorithm Design/Problem Solving..................3  
CISP 351 Introduction to Relational Database Design & SQL.......3  
CISP 352 Intermediate SQL.............................................3  
CISP 354 Introduction to Relational Database Administration.....3  
**TOTAL UNITS REQUIRED** .....................................................20

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**CERTIFICATE**  
Computer Information Science -  
Software Development with JAVA  
CODE #1556

This certification will enhance students’ proficiency in the fundamentals of the Java programming language using the Java 2 Platform, Standard Edition (J2SE technology). After this certification, the students should be able to take Sun’s certification exam to become a SUN CERTIFIED PROGRAMMER FOR THE JAVA 2 PLATFORM, and will have a better marketability.

**REQUIRED PROGRAM** .................................................................Units  
CISP 401 Object Oriented Programming with Java...............4  
CISP 402 Java - Data Handling............................................4  
CISP 403 Java - Smart Device Applications.....................4  
CISP 404 Java - Enterprise Applications.........................4  
**TOTAL UNITS REQUIRED** .....................................................16

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**CERTIFICATE**  
Computer Information Science -  
Database Design  
CODE #1545

This certificate aims at preparing the students to understand entire database design, programming methodology and lifecycle. This certificate is designed for the student who requires programming skills in Relational Database Management Systems (RDBMS) and Structured Query Language (SQL) techniques using ORACLE and or Microsoft Access.

**REQUIRED PROGRAM** .................................................................Units  
Database Core:  
CISA 320 Introduction to Database Management................1  
CISA 321 Intermediate Database Management....................1  
CISP 350 Database Programming........................................3  
CISP 356 Relational Database Design & Info. Retrieval........3  
**Programming Cluster:**  
Choose four (4) units from the following:.........................4  
CISP 360 Introduction to Structured Programming.............4  
CISP 400 Object Oriented Programming with C++.............4  
CISP 370 Beginning Visual BASIC.......................................4  
CISP 371.1 OOP with Visual BASIC .NET.........................3  
CISP 371.2 Database & Web Programming with Visual BASIC.NET (2)  
CISP 499 Experimental Offering in CISP

**Web Cluster:**  
Choose four (4) units from the following:.........................4  
CISC 305 Introduction to the Internet............................1  
CISC 306 Introduction to Web Page Creation..................1  
CISW 300 Web Publishing................................................3  
CISW 400 Client-side Web Scripting...............................4  
CISW 410 Middleware Web Scripting.................................4  
CISW 420 Server-side Web Scripting.................................4  
CISW 499 Experimental Offering in CISW

**TOTAL UNITS REQUIRED** .....................................................16

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**CERTIFICATE**  
Computer Information Science -  
Software Development Using Visual BASIC.NET  
CODE #1544

Visual BASIC.NET combines Windows, web programming, and database connectivity within a single object-oriented programming language. Our certificate teaches a student to create custom Windows applications that can execute on a single local computer, a single web server, or a combination of a local computer and servers. These applications may use ADO.NET, ASP.NET, and Windows security technologies.

**REQUIRED PROGRAM** .................................................................Units  
Complete the following core courses:.........................4  
CISP 370 Beginning Visual BASIC.......................................4  
CISP 371 Intermediate Visual BASIC or  
CISP 371.1 OOP Using Visual BASIC.NET (2) and  
CISP 371.2 Database and Web Programming with Visual BASIC.NET (2) .........................4

Choose any nine (9) units from the following courses:.........9  
CISA 320 Introduction to Database Management.................1  
CISA 405 Scripting for Applications.............................3  
CISP 300 Algorithm Design/Problem Solving..................3  
CISP 350 Database Programming (SQL Server or Oracle).....3  
CISW 400 Client-side Web Scripting.................................4  
CISW 410 Middleware Scripting for the Internet (ASP).......4  
CISW 440 XML: Intro to Extensible Markup Language.............2  
**TOTAL UNITS REQUIRED** .....................................................17

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CERTIFICATE
Computer Information Science -
Web Publishing
CODE #1494

This certificate is designed to give students the benefits of hands-on training in Web Page Design and Publication, Internet usage, and proficiency with web-related media applications. Upon completion of this certificate, students may complete a second certificate in Advanced Web Publishing, towards the fulfillment of a Web Publishing degree.

REQUIRED PROGRAM ......................................................... Units
BUS 100 English for the Professional ..................................... 3
CISC 308 Exploring Computer Environments and the Internet (1) 1
or CISC 323 Linux Operating System (1)
CISW 350 Imaging for the Web ......................................... 1
CISW 300 Web Publishing .................................................. 3

Design Elective:
A minimum of 3 units from the following: ....................... 3
ARTNM 302 Digital Basics for Art New Media (1.5)
or ART 301 Digital Drawing and Composition (3)
PHOTO 400 Digital Imaging (3)
ARTNM 324 Digital Design (3)
or ARTNM 326 Digital Painting (3)

A minimum of 4 units from the following: ...................... 4
CISC 306 Introduction to Web Page Creation (1)
CISW 310 Advanced Web Publishing (4)
CISA 340 Presentation Graphics (2)
CISA 330 Desktop Publishing (2)
CISW 380 E-Business: Introduction and Environment; Technology and Infrastructure (3)
or CISW 380.1 E-Business: Introduction and Environment (1.5)
CISW 440 XML: Introduction to Extensible Markup Language (2)
CISW 400 Client-side Web Scripting (4)
CISW 410 Middleware Web Scripting (4)
CISW 420 Server-side Web Scripting (4)
CISW 440 XML: Introduction to Extensible Markup Language (2)
TOTAL UNITS REQUIRED .................................................. 15

1 Select either Windows or Unix Operating System

CERTIFICATE
Computer Information Science -
Web Programming
CODE #1500

This certificate prepares students to design, develop, support, and maintain corporate level Web pages and full Web sites at the level of the Intranet or Internet. Additionally, this certificate will prepare students to design and develop database management applications to support Web-based commercial objectives.

REQUIRED PROGRAM ......................................................... Units
BUS 100 English for the Professional (3) ......................... 3
CISP 300 Algorithm Design/Problem Solving ...................... 3
CISA 320 Introduction to Database Management ............ 1
CISC 308 Exploring Computer Environments and the Internet (1) 1
or CISC 323 Linux Operating System (1)
CISC 324 Intermediate Linux Operating System ............ 1
CISW 300 Web Publishing .............................................. 3
CISW 410 Middleware Web Scripting ................................ 4
CISW 360 Introduction to Structured Programming .......... 4
CISP 350 Database Programming ..................................... 3

A minimum of 5 units from the following: ...................... 5
CISA 405 Scripting for Applications (3)
CISW 400 Client-side Web Scripting (4)
CISW 440 XML: Introduction to Extensible Markup Language (2)
CISW 420 Server-side Web Scripting (4)
CISW 310 Advanced Web Publishing (4)
CISA 321 Intermediate Database Management (1)
CISP 371.2 Database and Web Programming with Visual BASIC.NET (2)
TOTAL UNITS REQUIRED .................................................. 28

1 Unix Operating System
2 C or C#
3 Suggested Electives: CISC 310, CISC 305, CISW 321, CISC 308, CISW 380.1

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DEGREE
A.S. — Computer Information Science, Information Systems Security
CODE #1535

This degree is designed to give students currently employed as an Information Technology (IT) professional the additional skill sets necessary to work in this rapidly growing field. This degree covers some of the critical skill sets for the (ISA)^2 Certified Information Systems Security Professional (CISSP) exam, which is recognized as an international standard for an Information Systems Security (ISS) professional.

REQUIRED PROGRAM...........................................................................Units
BUS 310 Business Communications or ENGWR 300 College Composition ..........3
BUS 340 Business Law or BUS 345 Law and Society.................................3
COMM 301 Introduction to Public Speaking or COMM 361 The Communication Experience or COMM 321 Interpersonal Communication or COMM 325 Intercultural Communication or COMM 331 Group Discussion........................................3
MATH 120 Intermediate Algebra (5) or MATH 125 Intermediate Algebra with Applications (4)... 4-5
PHIL 310 Introduction to Ethics or PSYC 300 General Principles .....................3
CISC 323 Linux Operating System................................................................1
CISC 324 Intermediate Linux Operating System........................................1
CISN 300 Network Systems Administration................................................3
CISN 302 Intermediate Network Systems Administration..............................3
CISN 330 Data Communication & Networking Fundamentals.....................3

(ISA)^2 CISSP Information Systems Security Domains:
Security Architecture & Models
CISS 310 Network Security Fundamentals................................................3
Access Control Systems & Methodology
CISS 320 Implementing Network Security & Counter Measures..................3
Telecommunications, Network & Internet Security
CISS 330 Implementing Internet Security and Firewalls..............................3
Operations Security
CISS 341 Implementing Windows Operating System Security or CISS 342 Implementing Linux Operating System Security................3

A minimum of eight (8) units from the following: ..................................8
Security Architecture & Models
CISS 301/302 Ethical Hacking (2)
Security Management Practices
CISS 350 Disaster Recovery (3)
Business Continuity Planning
CISS 355 Information Systems Security & Assurance Principles (3)
Law, Investigation & Ethics
CISS 360 Computer Forensics and Investigation (3)
Physical Security
CISS 365 Physical Security and Asset Protection (3)
Cryptography
CISS 370 Cryptography and Network Security (3)
Applications & Systems Development
CISS 385 Database Security and Auditing (3)

TOTAL UNITS REQUIRED.....................................................................47-48

G.E. Graduation Requirements for this degree - See pages 20-21.

Guideline to students: Certified Information Systems Security Professional (CISSP) candidates are required to satisfy all ten security domains to pass this certification. It is recommended that students use the following Matrix to guide them in their selection of the appropriate course(s) for their personal and/or professional needs.

Take these courses: If you need these skills sets:

CISS 310 Security Architecture & Models
CISS 320 Access Control Systems & Methodology
CISS 330 Telecommunications, Network & Internet Security
CISS 341/342 Operations Security
CISS 350 Security Management Practices
CISS 355 Business Continuity Planning
CISS 360 Law, Investigation & Ethics
CISS 365 Physical Security
CISS 370 Cryptography
CISS 385 Applications & Systems Development

CERTIFICATE
Computer Information Science - Information Systems Security
CODE #1535

This certificate is designed to give students currently employed as an Information Technology (IT) professional or those currently working on their networking degree the additional skill sets necessary to work in this rapidly growing field. This certificate covers some of the critical skill sets for the (ISA)^2 Certified Information Systems Security Professional (CISSP) Certification, which is recognized as an international standard for the Information Systems Security (ISS) professional.

REQUIRED PROGRAM...........................................................................Units
CISC 323 Linux Operating System .................................................................1
CISC 324 Intermediate Linux Operating System.........................................1
CISN 330 Data Communication & Networking Fundamentals..................3

(ISA)^2 CISSP Information Systems Security Domains:
Security Architecture & Models
CISS 310 Network Security Fundamentals................................................3
Access Control Systems & Methodology
CISS 320 Implementing Network Security & Counter Measures................3
Telecommunications, Network & Internet Security
CISS 330 Implementing Internet Security and Firewalls..............................3
Operations Security
CISS 341 Implementing Windows Operating System Security or CISS 342 Implementing Linux Operating System Security................3

A minimum of five (5) units from the following: .................................5
Security Architecture & Models
CISS 301/302 Ethical Hacking (2)
Security Management Practices
CISS 350 Disaster Recovery (3)
Business Continuity Planning
CISS 355 Information Systems Security & Assurance Principles (3)
Law, Investigation & Ethics
CISS 360 Computer Forensics and Investigation (3)
Physical Security
CISS 365 Physical Security and Asset Protection (3)
Cryptography
CISS 370 Cryptography and Network Security (3)
Applications & Systems Development
CISS 385 Database Security and Auditing (3)

TOTAL UNITS REQUIRED......................................................................22
Guideline to students: Certified Information Systems Security Professional (CISSP) candidates are required to satisfy all ten security domains to pass this certification. It is recommended that students use the following Matrix to guide them in their selection of the appropriate course(s) for their personal and/or professional needs.

<table>
<thead>
<tr>
<th>Elective Courses</th>
<th>If you need these skills sets:</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISS 310</td>
<td>Security Architecture &amp; Models</td>
</tr>
<tr>
<td>CISS 320</td>
<td>Access Control Systems &amp; Methodology</td>
</tr>
<tr>
<td>CISS 330</td>
<td>Telecommunications, Network &amp; Internet Security</td>
</tr>
<tr>
<td>CISS 341/342</td>
<td>Operations Security</td>
</tr>
<tr>
<td>CISS 350</td>
<td>Security Management Practices</td>
</tr>
<tr>
<td>CISS 355</td>
<td>Business Continuity Planning</td>
</tr>
<tr>
<td>CISS 360</td>
<td>Law, Investigation &amp; Ethics</td>
</tr>
<tr>
<td>CISS 365</td>
<td>Physical Security</td>
</tr>
<tr>
<td>CISS 370</td>
<td>Cryptography</td>
</tr>
<tr>
<td>CISS 385</td>
<td>Applications &amp; Systems Development</td>
</tr>
</tbody>
</table>

CERTIFICATE

Computer Information Science - Linux Systems Administrator
CODE # 1607

This certificate provides an introductory certification for students who are interested in Linux. This certificate allows the Linux Professional the opportunity of honing their skills on basic Linux competencies encountered with a home or small business network. Students will start by understanding the basics surrounding a successful installation and configuration of a Linux server. Further courses will provide in-depth knowledge of command-line as well as other tools needed for successful daily system administration. Finally, the needed skill-sets to provide security for a Linux-based computer in a networked environment will be emphasized. This certificate will prepare students for the SAIR Level One Certified Linux Administrator certificate.

REQUIRED PROGRAM................................................................................................................. Units
Business Core:
ACCT 301 Financial Accounting.........................................................4
BUS 310 Business Communications or
ENGWR 300 College Composition*.......................................................3
BUS 330 Managing Diversity in the Workplace or
SOC 321 Race, Ethnicity & Inequality in the U.S...............................3
BUS 340 Business Law.............................................................................3
BUS 300 Introduction to Business........................................................3
BUSTEC 302 Computer Keyboarding or
Keyboarding speed verification at 25 wpm or better .....................0-2
MKT 300 Principles of Marketing or
MGMT 362 Techniques of Management..............................................3
CISC 319 Introduction to Computer Information Science..................3
ECON 302 Principles of Macroeconomics.............................................3
Management Information Systems:
CISA 305 Beginning Word Processing..............................................2
CISA 315 Introduction to Electronic Spreadsheets.............................2
CISA 320 Database Management.....................................................1
CISC 320 Operating Systems...........................................................1
CISP 370 Beginning Visual BASIC...................................................4
CISP 300 Algorithm Design/Problem Solving.................................3

Eight (8) units selected from:
CISA 306, 316, 321, 330, 340, 350;
CISC 321, 355;
CISP 350;
STAT 300.

TOTAL UNITS REQUIRED ........................................................................................................... 46-48

Suggested Electives:
ACCT 311; BUSTEC 303; BUS 498;
CISA 331; CISC 356; ECON 304.

* NOTE: If student plans to transfer to a 4-year institution, recommend selecting option that is identified with an asterisk.

G.E. Graduation Requirements for this degree - See pages 20-21.
### Management Information Systems - Application Data Entry
**CODE #1076**

This certificate is designed for persons who need to know how to perform computer-related data entry. Students who continue their education by pursuing another Business Technology or Management Information Systems certificate may do so without repeating any courses completed for this certificate.

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISC 302</td>
<td>2</td>
</tr>
<tr>
<td>CISC 310</td>
<td>2</td>
</tr>
<tr>
<td>CISA 305</td>
<td>2</td>
</tr>
<tr>
<td>BUSTEC 101</td>
<td>1</td>
</tr>
<tr>
<td>BUSTEC 110</td>
<td>3</td>
</tr>
<tr>
<td>BUSTEC 302</td>
<td>2</td>
</tr>
<tr>
<td>BUSTEC 303</td>
<td>2</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED** 12-13

### Management Information Systems - Information Processing
**CODE #1079**

This certificate is designed for the person who needs familiarity with the most common computerized business application programs.

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management Information Systems - Application Data Entry Certificate (Code #1076)</td>
<td>12-13</td>
</tr>
<tr>
<td>BUS 310</td>
<td>3</td>
</tr>
<tr>
<td>CISA 306</td>
<td>2</td>
</tr>
<tr>
<td>CISA 315</td>
<td>1</td>
</tr>
<tr>
<td>CISA 320</td>
<td>1</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED** 20-21

### Management Information Systems - Application Technician
**CODE #1078**

This certificate provides additional training in the use of the most common computerized business application programs. This course of study would be appropriate for a user who is the lead person in an office.

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management Information Systems - Information Processing Certificate (Code #1079)</td>
<td>20-21</td>
</tr>
<tr>
<td>CISC 316</td>
<td>2</td>
</tr>
<tr>
<td>CISA 321</td>
<td>1</td>
</tr>
<tr>
<td>CISA 340</td>
<td>2</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED** 26-27

### Management Information Systems - Application Analyst
**CODE #1075**

This certificate is designed for the person who needs training beyond the ability to use computerized business application programs that support the office application environment. This course of study would be appropriate for the user who is responsible for general PC use in the office.

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management Information Systems - Application Technician Certificate (Code #1078)</td>
<td>26-27</td>
</tr>
<tr>
<td>CISC 321</td>
<td>1</td>
</tr>
<tr>
<td>CISC 355</td>
<td>1.5</td>
</tr>
<tr>
<td>CISA 330</td>
<td>2</td>
</tr>
<tr>
<td>CISA 331</td>
<td>2</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED** 32.5-33.5

### Management Information Systems - Application Manager
**CODE #1077**

This certificate focuses on financial accounting, programming, and systems analysis for the applications manager needing additional problem-solving skills appropriate to business and government.

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management Information Systems - Application Analyst Certificate (Code #1075)</td>
<td>32.5-33.5</td>
</tr>
<tr>
<td>ACCT 301</td>
<td>4</td>
</tr>
<tr>
<td>CISP 370</td>
<td>4</td>
</tr>
<tr>
<td>CISP 300</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED** 43.5-44.5
CERTIFICATE
Management Information Systems -
E-Business Infrastructure
CODE #1509

This program is designed for those wishing to prepare for entry-level positions on the infrastructure side of the emerging E-business industry. The program also provides a general background for those exploring E-business options in existing careers. The courses are designed to provide students with the knowledge and ability needed to profitably respond to this emerging and evolving industry. The certificate prepares students for positions that participate in the construction and implementation of E-business environments that involve Internet and Intranet processes and communications. Completers of this certificate will possess knowledge of the technical infrastructure that underlies the facilitation of business transactions (such as business-to-business, business-to-consumer, and consumer-to-consumer) over the Internet.

REQUIRED PROGRAM...........................................................Units
E-Business Cluster:
Choose three (3) units from the following:.........................3
CISW 380 E-Business: Intro & Environ: Tech & Infrastructure (3)
CISW 380.1 E-Business: Intro and Environment (1.5)
CISW 380.2 E-Business: Tools and Techniques (1.5)
BUS 360 E-Business: Intro & Environ:
  Tech & Infrastructure (3)
BUS 360.1 E-Business: Intro and Environment (1.5)
BUS 360.2 E-Business: Tools and Techniques (1.5)

Web Cluster:
Choose four (4) or more units from the following:.................4
CISC 305 Introduction to the Internet (1)
CISC 306 Intro to Web Page Creation (1)
CISW 300 Web Publishing (3)
CISW 410 Middleware Web Scripting (4)

Graphics Cluster:
Choose four (4) or more units from the following:...............4
ARTNM 324 Digital Design (3)
ARTNM 326 Digital Painting (3)
CISW 350 Imaging for the Web (1)
PHOTO 400 Digital Imaging (3)
PHOTO 410 Advanced Digital Imaging (3)

Open Electives:
Choose four (4) or more units from the following:................4
Any ACCT, BUS, CISA, CISN, CISW, CISP, ECON, or MKT course

TOTAL UNITS REQUIRED.........................................................15

COMPUTER INFO SCIENCE -
CORE (CISC)

CISC 290
Exploring CIS Careers 1 Unit
Prerequisite: None
Hours: 18 hours LEC
An introductory course about the requirements of careers in Computer Information Science. This includes more traditional computer disciplines of hardware and programming as well as evolving disciplines of web design, computer graphics, computer imaging, artificial intelligence and robotics. The course emphasizes working relationships and ethics, on-the-job realities through research and job-shadowing, transitions to school/career, networking with industry, and how to best present yourself to business. This is a course designed to assist students make a decision to pursue a career or course of study in the computer field. Recommended for all students thinking of working in the computer field.

CISC 295
Independent Studies in Computer Information Science - Core 1-3 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

CISC 299
Experimental Offering in Computer Information Science - Core .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

CISC 302
Computer Familiarization 2 Units
Same As: JOUR 330
Prerequisite: None.
Advisory: BUSTEC 302
General Education: AA/AS Area II(b)
Course Transferable to CSU
Hours: 36 hours LEC

This is an introductory course to provide general knowledge on how computers work, computer terminology and the impact of computers on society and the work environment. Beginning level hands-on instruction using an operating system, word processing software, spreadsheet software, database software, email and the Internet will be emphasized. Students will be reading and interpreting written and oral instructions of a technical nature. This course is the same as JOUR 330, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.
### CISC 303
**Computer Skills for Educators**
- **3 Units**
- **Same As:** ECE 302
- **Prerequisite:** None.
- **Advisory:** BUSTEC 302
- **Course Transferable to CSU**
- **Hours:** 54 hours LEC

This course is designed for educators of young children. The course will provide a comprehensive overview of the use of computer technology in the classroom in order to enhance the educational advancement of the child and facilitate ease of instruction and administration for the teacher. The course will provide hands-on experience in the use of computer applications, educational software, and problem-solving skills. This course is the same as ECE 302, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

### CISC 305
**Introduction to the Internet**
- **1 Unit**
- **Prerequisite:** None
- **Advisory:** CISC 302 or 310.
- **Course Transferable to CSU**
- **Hours:** 18 hours LEC

Students will learn how the Internet works, how to connect, and how to use the basic services. Topics will include the World Wide Web, E-mail, chat, news groups and mailing lists, Telnet, and File Transfer Protocol (FTP). Students will also be introduced to HyperText Markup Language (HTML).

### CISC 306
**Introduction to Web Page Creation**
- **1 Unit**
- **Prerequisite:** CISC 305. Grade of "C" or better required to meet prerequisite.
- **Course Transferable to CSU**
- **Hours:** 18 hours LEC

The student will be able to produce a Web page, including design, layout, construction, and presentation. HTML will be used to format a Web page. This course may be taken four times for credit on different software programs.

### CISC 308
**Exploring Computer Environments and the Internet**
- **1 Unit**
- **Prerequisite:** None.
- **Course Transferable to CSU**
- **Hours:** 18 hours LEC

The course acquaints the student with the fundamentals of microcomputer hardware, software and computer networking, focusing on widely used hardware and operating systems, IBM PCs and the Windows operating system. The fundamentals of the Internet and Internet tools are introduced. This course meets the California State University, Sacramento, requirement for MIS1a.

### CISC 309
**Applied Applications Lab**
- **.5 Unit**
- **Prerequisite:** None
- **Corequisite:** CISA 305, CISA 306, CISA 315, CISA 316, or CISC 302.
- **Course Transferable to CSU**
- **Hours:** 27 hours LAB

This course will complement CISC 302; CISA 305, 306, 315, 316, 340. Students will complete lab assignments from these courses and will be given additional experience with individualized assistance. The material will reinforce the concepts and techniques presented in these courses.

### CISC 310
**Introduction to Computer Information Science**
- **3 Units**
- **Prerequisite:** None.
- **Advisory:** BUSTEC 302
- **General Education:** AA/AS Area II(b); AA/AS Area III(b)
- **Course Transferable to UC/CSU**
- **Hours:** 54 hours LEC

This course is an introduction to the computer field covering the function and concepts of hardware, computer programming, application and operating software, data communications, the Internet, databases, employment opportunities, and the social impact of the computer. Students will be reading and interpreting written and oral instruction of a technical nature.

### CISC 320
**Operating Systems**
- **1 Unit**
- **Prerequisite:** None
- **Advisory:** CISC 302 or 310.
- **Course Transferable to CSU**
- **Hours:** 18 hours LEC

This course introduces the student to the concepts of an operating system (for example, Windows, AS 400, or UNIX). Students may receive one unit credit for each topic offered. Consult the class schedule for specific topics.

### CISC 321
**Intermediate Operating Systems**
- **1 Unit**
- **Prerequisite:** CISC 320. Grade of "C" or better required to meet prerequisite. Computer programing experience highly recommended.
- **Course Transferable to CSU**
- **Hours:** 18 hours LEC

This course is intended to advance the students knowledge of operating systems, (for example, DOS, Windows or UNIX). The class covers the study of advanced commands, effective utility use, advanced batch files/script files, program logic, disk organization, making user-friendly systems, anticipating and preventing system problems. The class may be taken more than once for credit, if the course covers a different operating system than that for which the student had previously received credit.

### CISC 322
**Advanced Operating Systems**
- **1 Unit**
- **Prerequisite:** CISC 321. Grade of "C" or better required to meet prerequisite.
- **Course Transferable to CSU**
- **Hours:** 18 hours LEC

This course is an extension of concepts learned in Intermediate Operating Systems. It covers issues including: system maintenance, system optimization, system protection, adding system utilities, scripting, defining user parameters, trouble shooting, device and file sharing. Students may receive one unit of credit for each topic offered. Consult the class schedule for specific topics. This course may be taken four times for credit.
CISC 323
Linux Operating System  1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC
This course introduces the Linux operating system for desktop computers. Concepts include kernels, file structures, Daemons, shells, GUIs, procedures for installing software, creation of user accounts, shell commands, scripts, and file security. Students may receive one unit of credit for each new version of an operating system offered or for a different operating system offered. Consult the class schedule for specific operating system offered. This course may be taken four times for credit.

CISC 324
Intermediate Linux Operating System  1 Unit
Prerequisite: CISC 323 with a grade of "C" or better.
Course Transferable to CSU
Hours: 18 hours LEC
This course covers the Linux operating system for desktop computers. It covers advanced shell scripting, C Shell, K Shell, and BASH. Other topics covered in this course include decision-making logic, looping, and nesting. Students may receive one unit of credit for each new version of an operating system offered or for a different operating system offered. Consult the class schedule for specific operating system offered. This course may be taken four times for credit.

CISC 355
Introduction to Data Communications  1.5 Units
Prerequisite: None
Course Transferable to CSU
Hours: 27 hours LEC
Students will learn to select and install a peer-to-peer network to meet their specific home network needs. Other topics this course will cover include how to administer and troubleshoot a home network; how to protect your network from viruses and worms; broadband versus DSL connections; wired versus wireless networks; how to connect computers for multiplayer gaming; sharing hardware and software; and how to increase productivity in a small office. This course will teach you the skills necessary to turn a multi-computer home into a fully connected network.

CISC 356
Introduction to Local Area Networks  1.5 Units
Prerequisite: None
Course Transferable to CSU
Hours: 27 hours LEC
From hubs to servers, this course will introduce students to the exciting field of computer networking. Beginners will become comfortable with the concepts and vocabulary of computer networking and will gain hands-on experience in basic networking technology. Some topics include the Internet and its tools; the diversity of Network Operating Systems one can use in a Local Area Network; how to configure communication protocols, such as TCP/IP; the distinction between a Local Area Network and a Wide Area Network; and the fundamentals of network architecture and design.

CISC 360
Microcomputer Support and Maintenance  4 Units
Prerequisite: CISC 323 and 356 with grades of "C" or better.
Advisory: CISC 310
Course Transferable to CSU
Hours: 36 hours LEC; 108 hours LAB
Throughout this course you will learn all of the technical skills necessary to become an A+ certified technician. These skills will be taught through a series of hands-on lab exercises and review questions designed to teach and improve your PC configuration and troubleshooting skills, which are necessary to function as a PC support person or help-desk technician.

CISC 495
Independent Studies in Computer Information Science - Core  1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

CISC 498
Work Experience in Computer Information Science - Core  1-4 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

CISC 499
Experimental Offering in Computer Information Science - Core .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisite</th>
<th>Course Transferable to CSU</th>
<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>CISA 299</td>
<td>Experimental Offering in Computer Information Science - Applications</td>
<td>.5-4</td>
<td>None</td>
<td></td>
<td>18 LEC; 54 LAB</td>
</tr>
<tr>
<td>CISA 305</td>
<td>Beginning Word Processing</td>
<td>2</td>
<td>BUSTEC 302 or keyboarding speed verification at 25 wpm or better. Grade of &quot;C&quot; or better required to meet prerequisite.</td>
<td>Course Transferable to CSU</td>
<td>36 LEC</td>
</tr>
<tr>
<td>CISA 306</td>
<td>Intermediate Word Processing</td>
<td>2</td>
<td>CISA 305. Grade of &quot;C&quot; or better required to meet prerequisite.</td>
<td>Course Transferable to CSU</td>
<td>36 LEC</td>
</tr>
<tr>
<td>CISA 308</td>
<td>Exploring Word Processing and Presentation Software</td>
<td>1</td>
<td>None</td>
<td>Course Transferable to CSU</td>
<td>18 LEC</td>
</tr>
<tr>
<td>CISA 315</td>
<td>Introduction to Electronic Spreadsheets</td>
<td>2</td>
<td>None</td>
<td>Course Transferable to CSU</td>
<td>36 LEC</td>
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<tr>
<td>CISA 316</td>
<td>Intermediate Electronic Spreadsheets</td>
<td>2</td>
<td>CISA 315. Grade of &quot;C&quot; or better required to meet prerequisite.</td>
<td>Course Transferable to CSU</td>
<td>36 LEC</td>
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<tr>
<td>CISA 318</td>
<td>Exploring Spreadsheet Software</td>
<td>1</td>
<td>None</td>
<td>Course Transferable to CSU</td>
<td>18 LEC</td>
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<tr>
<td>CISA 320</td>
<td>Introduction to Database Management</td>
<td>1</td>
<td>None</td>
<td>Course Transferable to CSU</td>
<td>18 LEC</td>
</tr>
</tbody>
</table>
CISA 321
Intermediate Database Management 1 Unit
Prerequisite: CISA 320. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 18 hours LEC

This course will extend the capabilities of students who have started to use a microcomputer database. Topics and laboratory will include complex relational databases, form design, intermediate report design, advanced queries, OLE objects, macros and an introduction to visual programming. Students may receive one unit credit for each topic offered. Consult the class schedule for specific topics. This course may be taken four times for credit.

CISA 330
Desktop Publishing 2 Units
Same As: JOUR 335
Prerequisite: None.
Advisory: CISC 302 or 310; and CISA 305
Course Transferable to CSU
Hours: 27 hours LEC; 27 hours LAB

This course will cover the introductory elements of desktop publishing. The course is taught in three modules with a project attached to each module. The course covers hardware and software, elements of design, computer graphics, text composition, page layout, and integration of text and graphics. Projects may include, but are not limited to: business cards, stationery, logos, covers, flyers, brochures, newsletters. This course is the same as JOUR 335. This course, under either name, may be taken a total of four times for credit on different topics. See "Cross-Listed Courses" in the catalog.

CISA 331
Intermediate Desktop Publishing 2 Units
Same As: JOUR 336
Prerequisite: CISA 330 or JOUR 335 with a grade of "C" or better.
Course Transferable to CSU
Hours: 27 hours LEC; 27 hours LAB

This course will cover the intermediate elements of desktop publishing. The course is taught in three modules with a project attached to each module. The course covers intermediate hardware and software, elements of intermediate design, graphics and text composition, multi-page layout, design for publishing presentations, project management and single- and multi-page documents. Projects may include, but are not limited to, reports, slicks, slides, overheads, posters, transparencies, billboards, brochures, newsletters. This course is the same as JOUR 336. This course, under either name, may be taken a total of four times for credit on different topics. See "Cross-Listed Courses" in the catalog.

CISA 340
Presentation Graphics 2 Units
Prerequisite: None.
Advisory: CISC 302 or 310.
Course Transferable to CSU
Hours: 27 hours LEC; 27 hours LAB

This course is an introduction to the use of the computer to generate graphics used in business. Topics covered include hardware (screens, printers, input devices), software (paint, chart, CAD), and types of graphics (pictures, graphs, charts, designs). Students may receive two units of credit for each topic offered. Consult the class schedule for specific topics. This course may be taken four times for credit on different software programs.

CISA 350
Groupware 1 Unit
Prerequisite: None.
Advisory: CISC 302 or 310.
Course Transferable to CSU
Hours: 18 hours LEC

This course introduces desktop management software which allows students to organize and communicate across microcomputer applications. Using different Windows-based software, the student will design and manage electronic mail messages, faxes, appointments, contacts, task activities, and notes. Topics include calendar manipulation, information management, and profile interfaces. This course may be taken three times for credit on different software programs or operating systems.

CISA 405
Scripting for Applications 3 Units
Prerequisite: CISA 306 and 311 with grades of "C" or better.
Course Transferable to CSU
Hours: 54 hours LEC

This course is an introduction to customizing an application suite such as Microsoft Office. Students will develop custom macros to perform tasks such as automatically sending an email whenever a spreadsheet is modified. The course is designed for people who want to maximize their productivity with office application suites.

CISA 499
Experimental Offering in Computer Information Science - Applications .5-4 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

 COMPUTER INFO SCIENCE - NETWORKING (CISN)

CISN 300
Network Systems Administration 3 Units
Prerequisite: None.
Corequisite: CISC 323 and 356
Advisory: CISC 302, 308, or 310
Course Transferable to CSU
Hours: 45 hours LEC; 27 hours LAB

This course covers the administration of a server in a client/server network. Topics include configuring a network operating system, managing network security with user and group accounts, creating directory structures and network shares, setting up and managing network printers, backing up servers, monitoring and troubleshooting network resources, and establishing policies and procedures for network operations. Students may receive three-units of credit for each new version of an operating system offered or for a different operating system offered. Consult the class schedule for specific operating system offered. This course may be taken four times for credit.
CISN 301  
Network Client Systems Administration  3 Units  
Prerequisite: None.  
Corequisite: CISC 323 and 356  
Advisory: CISC 302, 308, or 310  
Course Transferable to CSU  
Hours: 45 hours LEC; 27 hours LAB  
This course covers the administration of a client in a client/server network. Topics include designing a basic network, installing and configuring a client network operating system, managing network security with user and group accounts, creating directory structures and network shares, setting up and managing network printers, backing up servers, monitoring and troubleshooting network resources, and establishing policies and procedures for network operations. Students may receive three-units of credit for each new version of an operating system offered or for a different operating system offered. Consult the class schedule for specific operating system offered. This course may be taken four times for credit.

CISN 302  
Intermediate Network Systems Administration  3 Units  
Prerequisite: CISN 300 with a grade of "C" or better  
Course Transferable to CSU  
Hours: 45 hours LEC; 27 hours LAB  
This course covers advanced administrative tasks of a server in a client/server network. Topics include configuring the server environment, implementing system policies, implementing and managing fault-tolerant disk volumes, managing applications, installing and managing connectivity for different network and client operating systems, managing remote servers, implementing directory replication and file synchronization, and troubleshooting advanced network problems. Students may receive three units of credit for each new version of an operating system offered or for a different operating system offered. Consult the class schedule for specific operating system offered. This course may be taken four times for credit.

CISN 303  
Network Administration - Linux Server  3 Units  
Prerequisite: CISC 324 and 356 with grades of "C" or better  
Course Transferable to CSU  
Hours: 45 hours LEC; 27 hours LAB  
This course provides introductory coverage of Linux Network Administration. The course maps to the CompTIA Linux+ certification exam, and to SAIR/GNU's Linux Networking course. Specific course topic coverage includes: introducing Linux; exploring the desktop; using the Shell; understanding users and file systems; understanding text processing; managing processes; using network clients; installing Linux; understanding system initialization; managing software packages and file systems; managing users: configuring networks; system and kernel management; writing Shell scripts; and advanced topics and troubleshooting. The course requires many hands-on projects, which allow students to practice what they learn.

CISN 306  
Advanced Network Systems Administration  3 Units  
Prerequisite: CISN 300 with a grade of "C" or better  
Course Transferable to CSU  
Hours: 45 hours LEC; 27 hours LAB  
Students will learn to install, configure, and administer Microsoft Windows Active Directory services. The course also focuses on implementing Group Policy and understanding the Group Policy tasks required to centrally manage users and computers. Students will use Group Policies to configure and manage the user desktop environment, to configure and manage software, and implement and manage security settings. Students will install and manage Windows Domains and Domain Controllers through Active Directory.

CISN 308  
Internetworking with TCP/IP  3 Units  
Prerequisite: CISN 300 with a grade of "C" or better  
Course Transferable to CSU  
Hours: 45 hours LEC; 27 hours LAB  
This course will enable students to install, configure, manage and support a network infrastructure that uses the Microsoft Windows Server products. The course focuses heavily on TCP/IP and related services, including DHCP Service, DNS Service, WINS, network security protocols, Public Key Infrastructure (PKI), Internet Protocol Security (IPSec), remote access. The course also enables the student to configure Windows as a network router, configure Internet access for a network, configure a Web server, and manage a Windows deployment using Remote Installation Services (RIS). The student will also learn to enable network connectivity between NetWare, Macintosh, and UNIX networks.

CISN 309  
Network Systems Administration-Update  1-3 Units  
Prerequisite: CISN 302. Grade of "C" or better required to meet prerequisite.  
Course Transferable to CSU  
Hours: 9 hours LEC; 27 hours LAB  
New versions of network operating systems are released on a regular basis. The purpose of this course is to help students develop advanced skills and describe the changes and improvements in the network operating system. This course assumes that students have knowledge of existing network operating systems and are looking to update their skills and develop new capabilities. Credit will be awarded on the basis of one-half unit for each nine hours of lecture and for each 27 hours of lab. This course may be taken four times for credit on new versions of network operating systems.

CISN 320  
Designing Windows Directory Services  3 Units  
Prerequisite: CISN 306 with a grade of "C" or better  
Course Transferable to CSU  
Hours: 45 hours LEC; 27 hours LAB  
This course provides students with the knowledge and skills necessary to design a Microsoft Windows directory services infrastructure in an enterprise network. At the end of the course, students will be able to describe guidelines for gathering business and administrative information from an organization, and explain how an architect uses that information to design an Active Directory structure for an enterprise; design an Active Directory naming strategy; develop a plan to secure and delegate administrative authority over Active Directory objects based on the administrative model of an organization; identify business needs and scenarios that may require modifications of the Active Directory schema, create an Active Directory design based on administrative Group Policy requirements defined by business needs; design a site topology for a multi-domain organization; and design an Active Directory replication plan based on the site topology design.
CISN 324
Designing Windows Networking Services 3 Units
Prerequisite: CISN 308 with a grade of "C" or better
Course Transferable to CSU
Hours: 45 hours LEC; 27 hours LAB
This course provides students with the knowledge and skills necessary to create a networking services infrastructure design that supports the required network applications. Each module provides a solution based on the needs of the organization. The course includes designing and planning for Dynamic Host Configuration Protocol (DHCP), Domain Name Service (DNS) Internet Protocol (IP) address configuration, routing solutions using Open Shortest Path First (OSFP) and Internet Group Management Protocol (IGMP), Internet connectivity design using Network Address Translation, Internet connectivity using Microsoft Proxy Server 3.0, remote access connectivity; and a management strategy for networking services.

CISN 330
Data Communication and Networking Fundamentals 3 Units
Prerequisite: CISC 356 with a grade of "C" or better.
Course Transferable to CSU
Hours: 45 hours LEC; 27 hours LAB
This course is an introduction to data communication and networking fundamentals. It surveys data communication hardware and software components and basic networking concepts. Topics covered include data communication, the OSI Model, IP addressing, routing concepts, LAN media, and network management and analysis.

CISN 331
Networking Theory and Routing Technologies 3 Units
Prerequisite: CISN 330. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 54 hours LEC; 18 hours LAB
This course is an introduction to networking theory and routing technologies, including the OSI Model, beginning router configurations, routed and routing protocols.

CISN 332
Advanced Routing and Switching 3 Units
Prerequisite: CISN 331. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 54 hours LEC; 18 hours LAB
This course provides advanced routing and switching technologies. Topics include advanced router configurations, network management, and advanced network design, LAN switching, and VLAN's.

CISN 333
Wide-Area Networks and Project-Based Learning 3 Units
Prerequisite: CISN 332. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 54 hours LEC; 18 hours LAB
This course develops knowledge and skills to design and configure advanced wide area network (WAN) projects.

CISN 374
Messaging Server Administration 3 Units
Prerequisite: CISN 302 with a grade of "C" or better
Course Transferable to CSU
Hours: 45 hours LEC; 27 hours LAB
This course provides students with the knowledge and skills required to deploy and administer/support Microsoft Exchange Server. This course covers use of Exchange Server to create and manage recipient objects; maintain an existing Exchange Server organization, as well as design and implement a new organization; create and manage public folders; perform basic backup procedures; monitor server performance and configure link monitors between connected sites; and manage electronic forms in an organization. The student will also create and configure the various messaging connectors; configure directory and public folders replication; and configure Exchange Server for connectivity to the Internet. The course also examines how Exchange Server provides for connectivity to foreign messaging systems such as Lotus cc: Mail, Lotus Notes, and Microsoft Mail and Schedule+.

CISN 378
Database Administration for Microsoft SQL Server 3 Units
Prerequisite: CISN 302 with a grade of "C" or better
Course Transferable to CSU
Hours: 45 hours LEC; 27 hours LAB
This course provides students with the knowledge and technical skills required to install, configure, administer, and troubleshoot the client/server database management system of Microsoft SQL Server. The student will also learn to manage files and databases; choose and configure a login security method; plan and implement database permissions; secure SQL Server in an enterprise network; perform and automate administrative tasks; create custom administrative tools; monitor and optimize SQL Server performance; and replicate data from one SQL Server to another.

CISN 490
Networking Helpdesk Practicum 2 Units
Prerequisite: CISC 308 and 356 with grades of "C" or better.
Course Transferable to CSU
Hours: 24 hours LEC; 36 hours LAB
This course is an introduction to computer and networking support for a Local Area Network. It includes lecture and hands-on application of helpdesk concepts and responsibilities, hardware and software troubleshooting in a networked environment, system documentation, and technical communication skills.

CISN 499
Experimental Offering in Computer Information Science - Networking .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
COMPUTER INFO SCIENCE - PROGRAMMING (CISP)

CISP 300
Algorithm Design/Problem Solving  3 Units
Prerequisite: None
Corequisite: CISC 310 (may be taken previously). Grade of "C" or better required to meet corequisite.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is designed to assist the Computer Science major with the understanding of typical computer problems. Topics covered include assessing and analyzing computer problems in a top-down, divide and conquer approach that leads to a programming solution. Students will create programming plans and detailed design documents from which source code versions of programs can be created.

CISP 310
Assembly Language Programming for Microcomputers  4 Units
Prerequisite: CISP 360 with a grade of "C" or better
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This course is an introduction to computer architecture using assembly language programs. Topics include: binary representation of data and instructions, memory addressing modes, subroutines and macros, operating system interrupts, processor architecture, and interfacing with high level languages.

CISP 350
Database Programming  3 Units
Prerequisite: CISA 320 with a grade of "C" or better; and three units in any programming language.
General Education: AA/AS Area II(b)
Course Transferable to UC/CSU
Hours: 54 hours LEC
This is an introductory course in programming database. The topics include analysis and design, modular programming, screen displays and menus, and multiple databases. Students may receive three units credit for each topic offered. Consult the class schedule for specific topics. This course may be taken four times for credit.

CISP 352
Intermediate SQL  3 Units
Prerequisite: None
Advisory: CISP 351.
Course Transferable to CSU
Hours: 54 hours LEC
This course builds upon the Introduction to Relational Databases and SQL course with more in-depth SQL constructs common to most commercial database products and extensions to the SQL language. Topics include: complex joins including inner and outer joins, correlated subqueries, complex table definition, table and column constraints, Union, Intersection, Minus, triggers, procedures and packages.

CISP 353
Application Development in a Client Server Environment  3 Units
Prerequisite: None
Advisory: CISP 352.
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed for the intermediate level SQL programmer to design, create and deploy GUI applications that access relational database management systems. Topics include: GUI design fundamentals, data control and access methods (remote and local), creating datasets, implementing joins, transaction processing, multi-user data access, record locking, and deploying and installing applications on client workstations.

CISP 354
Introduction to Relational Database Administration  3 Units
Prerequisite: None
Advisory: CISP 352.
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to introduce students to administering a relational database management system. Topics include: managing users, privileges, resources, and tablespaces; creating an operational database, managing database files; how to start up and shut down an instance or database, the data dictionary, transaction processing, and backup and recovery issues. Completion will provide students with sufficient knowledge for an entry level Database Administration position in industry.

CISP 356
Relational Database Design and Information Retrieval  3 Units
Prerequisite: CISP 350 with a grade of "C" or better
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to serve as an advanced-level course within the Database Design certificate. The course covers advanced database concepts. Topics include: data analysis, principle data models with emphasis on the relational model, entity-relationship diagrams, logical design, data administration and normalization.
CISP 360
Introduction to Structured Programming  4 Units
Prerequisite: CISP 300 or 370 with a grade of "C" or better
General Education: AA/AS Area II(b)
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This course is an introduction to structured programming. Sample topics include typed variables and constants, operators, control structures, standard libraries, arrays, pointers, I/O with keyboard/monitor and files, and an introduction to objects. The specific topics will change as the programming language changes. The course may be taken two times for credit using two different versions of the programming language.

CISP 370
Beginning Visual Basic  4 Units
Prerequisite: CISP 300 with a grade of "C" or better
General Education: AA/AS Area II(b)
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This course covers development of Windows-based desktop applications using VB.NET. Topics include best practices for GUI design, use of the Visual Studio .NET development software, organizing code into procedures and modules, calculation techniques, input data validation, file I/O, variable scope, arrays, multiple-window applications, and class development. This course is designed for students who want a strong foundation in building GUI applications and transfer MIS majors. The course may be taken three times with different versions of the Visual Basic language.

CISP 371
Intermediate Visual BASIC  4 Units
Prerequisite: CISP 370. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 72 hours LEC
This course covers the VB.NET language, data file creation and manipulation, programming with advanced controls, manipulation of database files with a VB.NET front end, development of web applications and web services, and class design and the use of objects.

CISP 371.1
OOP Using Visual BASIC.NET  2 Units
Prerequisite: CISP 370 with a grade of "C" or better.
Course Transferable to CSU
Hours: 36 hours LEC
This course focuses on the object-oriented programming topics needed to create .NET database and web applications (CISP 371.2). The specific topics are: understanding the .NET Framework classes, saving data between application executions using data files, trapping and neutralizing run-time errors, creating custom classes and programming with objects of these classes, and using the .NET data structure.

CISP 371.2
Database and Web Programming with Visual BASIC.NET  2 Units
Prerequisite: CISP 371.1 with a grade of "C" or better.
Course Transferable to CSU
Hours: 36 hours LEC
The focus of the course will be on creating VB.NET applications that execute on a server and are accessed through a client web browser, are distributed over a network, and/or are connected to a database. ADO.NET and ASP.NET technologies will be emphasized.

CISP 400
Object Oriented Programming with C++  4 Units
Prerequisite: CISP 360 with a grade of "C" or better
General Education: AA/AS Area II(b)
Course Transferable to UC/CSU
Hours: 72 hours LEC
This course is an intermediate C++ course designed to further enhance the students' abilities to design and develop object-oriented programs. Included is an emphasis on higher level programming skills' development. Detailed information into class design and implementation, function templates, dynamic data allocation, pointers, strings, arrays, control structures, operator overloading, inheritance, virtual functions, polymorphism, data stream input and output, exception handling and file processing.

CISP 401
Object Oriented Programming with JAVA  4 Units
Prerequisite: CISP 360 or 370. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 72 hours LEC
This course is an introduction to object oriented programming using the JAVA language. The student will learn the JAVA programming language as well as a JAVA compiler. Topics will include: creating JAVA Applications, writing JAVA Applet, using the Control Statements, creating JAVA Methods, declaring JAVA Arrays, Object-Based Programming, Object-Oriented Programming; Inheritance and Polymorphism, handling Strings and Characters, controlling graphics by using Graphics and JAVA2D, generating graphics by using Graphical User Interface Components, Exception Handling, Multithreading, and Managing Files and Streams handling.

CISP 402
JAVA - Data Handling  4 Units
Prerequisite: CISP 401 with a grade of "C" or better.
Course Transferable to CSU
Hours: 72 hours LEC
This course is an intermediate JAVA class. The student will enhance their knowledge in Java Application Program Interface (API) and programming skills. Topics will include Files and Streams, Networking, Multimedia (Images, Animation and Audio), Data Structures, Java Utilities Package and Bit Manipulation, Collections, Java Database Connectivity with JDBC, Servlets and Java Server Pages (JSP).

CISP 403
JAVA - Smart Device Applications  4 Units
Prerequisite: CISP 402 with a grade of "C" or better.
Course Transferable to CSU
Hours: 72 hours LEC
This course covers Java Beans, J2ME, Security, and Advanced GUI and Web Services Topics. The student will learn Advanced Swing Graphical User Interface Components, Model-View-Controller, Graphics Programming with Java 2D and Java 3D, Java Beans Component Model, Security, advanced features of Java Database Connectivity (JDBC), Servlets, and Java Server Pages (JSP), Java-Based Wireless Applications Development and J2ME, and Remote Method Invocation.
CISP 404
JAVA - Enterprise Applications 4 Units
Prerequisite: CISP 403 with a grade of "C" or better.
Course Transferable to CSU
Hours: 72 hours LEC
This course explores features of Enterprise JavaBeans (EJB) and Java 2 Platform, Enterprise Edition (J2EE). Students will gain knowledge of Session EJBs, Distributed Transactions, Entity EJBs, Messaging with JMS, Application Servers, Jini, JavaSpaces, JMX, Jiro, CORBA, Peer-to-Peer Applications, JXTA, Web Services, and SOAP, and apply those knowledges at an enterprise environment.

CISP 405
Object Oriented Programming using C# on Visual Studio .NET 4 Units
Prerequisite: CISP 400. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 72 hours LEC
This course is an introduction to C# object oriented programming language on Visual Studio .NET environment. Topics will include Visual Studio .NET IDE, Constructors, Methods, Arrays, Inheritance, Polymorphism, Exception Handling, GUI, and Multithreading. This course is designed for students to understand the web base as well as system development capabilities of C#.

CISP 430
Data Structures 4 Units
Prerequisite: The student must have satisfactorily completed a course in intermediate programming in the language of the structures course being offered. For example: CISP 400 with a grade of "C" or better.
Course Transferable to UC/CSU
Hours: 72 hours LEC
This course applies a case study approach which incorporates techniques for systematic problem analysis, program specification, design, coding, testing, debugging and documentation of large programs. Advanced language features related to strings, non-text files, pointers, recursion, and object-oriented programming methodology are covered. Data structures include stacks, queues, trees, lists, etc. Searching and sorting techniques are discussed. Student may receive four units of credit for each topic offered. Consult the class schedule for specific topics. This course may be taken four times for credit.

CISP 440
Discrete Structures for Computer Science 3 Units
Prerequisite: MATH 370. Grade of "C" or better required to meet prerequisite.
Corequisite: CISP 430. Grade of "C" or better required to meet corequisite.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to the essential discrete structures used in Computer Science, with emphasis on their applications. Topics to be covered include: elementary formal logic and set theory, elementary combinatorics, recursive programming and algorithm analysis, digital logic and switching, combinational circuits, and computer arithmetic.

CISP 499
Experimental Offering in Computer Information Science - Programming .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

COMPUTER INFO SCIENCE - SECURITY (CISS)

CISS 300
Introduction to Information Systems Security 1 Unit
Prerequisite: None
Advisory: Some experience and/or coursework in networking.
Course Transferable to CSU
Hours: 18 hours LEC
This course provides an introduction to network-based and Internet-based security applications and standards. Topics include cryptography, security protocols, network security applications, encryption, hash functions, digital signatures, viruses and key exchange.

CISS 301
Ethical Hacking 2 Units
Prerequisite: None
Advisory: CISC 323, 356; and CISS 300
Course Transferable to CSU
Hours: 27 hours LEC; 27 hours LAB
With the threats of cyber-terrorism and corporate espionage increasing, the need for trained network security professionals continues to grow. This course covers penetration-testing tools and techniques that White Hat Hackers and security testers used to protect computer networks. This course provides a structured knowledge base for preparing security professionals to discover vulnerabilities and recommend solutions for tightening network security and protecting data from potential attackers. The issue of ethics is also discussed.

CISS 310
Network Security Fundamentals 3 Units
Prerequisite: CISP 330 with a grade of "C" or better.
Course Transferable to CSU
Hours: 45 hours LEC; 27 hours LAB
Organizations today are linking their information systems across enterprise-wide networks and Virtual Private Networks, as well as increasing their exposure to the Internet. Each connection magnifies the vulnerability to unauthorized access. This course provides the fundamental knowledge needed to analyze risks to the system and implement a workable security policy that protects information assets from potential intrusion, damage or theft. Students will learn which countermeasures to deploy to thwart potential attacks. This course will also prepare students for CompTIA’s Security+ Exam.

CISS 320
Implementing Network Security and Counter Measures 3 Units
Prerequisite: CISS 310 with a grade of "C" or better.
Course Transferable to CSU
Hours: 48 hours LEC; 18 hours LAB
Virtual Private Networks (VPN) provide a significant cost savings by allowing remote users and multiple sites to securely communicate across a public network. A thorough understanding of the many standards and technologies available is essential for a successful VPN implementation. In this course, students will gain the knowledge required to evaluate, implement and manage secure remote-access technologies. In addition, with the growing reliance on e-commerce, network-based services and the Internet, organizations are faced with an ever-increasing responsibility to protect their systems from attack. Internet Detection Systems (IDS) are the latest and most powerful tools for identifying and responding to network- and host-based intrusions.
CISS 330
Implementing Internet Security and Firewalls 3 Units
Prerequisite: CISS 310 with a grade of "C" or better. Course Transferable to CSU
Hours: 48 hours LEC; 18 hours LAB
With the increased connectivity to the Internet and the wide availability of automated cracking tools, organizations can no longer simply rely on operating system security to protect their valuable corporate data. The firewall has emerged as a primary tool used to prevent unauthorized access. Students will learn how to allow access to key services while maintaining your organization's security, as well as how to implement firewall-to-firewall Virtual Private Networks (VPNs).

CISS 341
Implementing Windows Operating System Security 3 Units
Prerequisite: CISS 310 with a grade of "C" or better. Advisory: CISC 308. Course Transferable to CSU
Hours: 48 hours LEC; 18 hours LAB
As organizations increasingly come to rely on Windows-based networks, it is essential that system administrators have a complete understanding of the security models integral to Windows Server and Workstation. This course will provide indepth explanations of operating system security features as well as step-by-step configuration guides for proper operating system configuration. It also provides the knowledge and skills students will need to know in order to maintain the integrity, authenticity, availability and privacy of data.

CISS 342
Implementing Linux Operating System Security 3 Units
Prerequisite: CISC 323 with a grade of "C" or better. Advisory: CISS 310. Course Transferable to CSU
Hours: 48 hours LEC; 18 hours LAB
The UNIX family of operating systems is prized by developers and other IT professionals for their flexibility and openness. Vulnerabilities in standard configurations, however, can make UNIX systems susceptible to security threats. For the many organizations that depend upon UNIX systems, protection against intrusion is an absolute requirement. This course provides the knowledge and skills you need to establish security for the Linux platform. It will present in-depth explanations of operating system security features as well as step-by-step configuration guides for proper operating system configuration. This course also will cover the knowledge and skills students will need to maintain the integrity, authenticity, availability and privacy of data.

CISS 350
Disaster Recovery 3 Units
Prerequisite: CISS 310 with a grade of "C" or better. Course Transferable to CSU
Hours: 48 hours LEC; 18 hours LAB
This course teaches students how to identify network vulnerabilities and how to take the appropriate countermeasures to prevent and mitigate failure risks for an organization. Students will gain an understanding of the steps needed for good disaster recovery including, how to prepare a disaster recovery plan, the various risks associated with an enterprise network, the diverse job functions of employees in a Disaster Recovery Plan, and the methods needed to implement a plan once it is complete. In addition, each student will develop a Disaster Recovery Plan with a group for a real or fictitious organization.

CISS 355
Information Systems Security and Assurance Principles 3 Units
Prerequisite: CISS 310 with a grade of "C" or better. Course Transferable to CSU
Hours: 48 hours LEC; 18 hours LAB
The purpose of the course is to provide students with an overview of a Business Continuity Plan as it relates to disaster recovery. Accordingly, students will be exposed to a wide-spectrum of security activities, methods, procedures and methodologies related to this field. This course also examines the inspection and protection of information assets; detection of and reaction to threats; examination of pre- and post-incident procedures; technical and managerial responses; and security planning and staffing functions as they relate to assurance principles.

CISS 360
Computer Forensics and Investigation 3 Units
Prerequisite: CISS 310 with a grade of "C" or better. Advisory: CISC 308. Course Transferable to CSU
Hours: 48 hours LEC; 18 hours LAB
This course is an introduction to the methods used to properly conduct a computer forensics investigation beginning with a discussion of ethics, while mapping to the objectives of the International Association of Computer Investigative Specialists (IACIS) certification. Topics covered include an overview of computer forensics as a profession; the computer investigation process; understanding operating systems boot processes and disk structures; data acquisition and analysis; technical writing; and a review of familiar computer forensics tools.

CISS 365
Physical Security and Asset Protection 3 Units
Prerequisite: CISS 310 with a grade of "C" or better Course Transferable to CSU
Hours: 48 hours LEC; 18 hours LAB
This course provides students and professionals with the necessary managerial, technical, and legal material to support decisions to secure a Local Area Network. It covers physical security techniques for an entire facility from the outside perimeter to the inside office space. Further topics will include personnel, and security management; public, and private police interactions; information system asset protection; legal liability issues; and ways to prepare for an emergency response.

CISS 370
Cryptography and Network Security 3 Units
Prerequisite: CISC 324 and CISS 310 with grades of "C" or better Course Transferable to CSU
Hours: 48 hours LEC; 18 hours LAB
For most businesses today there is a heightened understanding of the need to protect systems from network-based attacks; protect data and resources from disclosure; and to guarantee the authenticity of data and digital messages. Cryptography is a core technology that protects systems from network-based attacks and it has practical, readily available encryption applications to enforce network and Internet security. It also happens to be intellectually stimulating and fun. This course will encourage students to explore various encryption methods using different software applications.
CISS 385
Database Security and Auditing 3 Units
Prerequisite: CISS 310 with a grade of "C" or better
Advisory: CISA 320
Course Transferable to CSU
Hours: 48 hours LEC; 18 hours LAB
This course focuses on three areas of databases: security, auditing and implementation. Some of the topics included are security architecture; security models for databases, and users; privileges and roles administration; password policies; virtual private databases; and auditing. In addition, students will learn how to fully implement database security on a sample database using practical scenarios and hands-on projects.

CISW 300
Web Publishing 3 Units
Prerequisite: None
Advisory: CISC 305; familiarity with the Internet and its basic services.
Course Transferable to CSU
Hours: 54 hours LEC
This course is an introduction to publishing on the Internet’s World Wide Web (www). Topics include creating www pages with the HyperText Markup Language (html), organizing a series of pages into a website, and uploading web pages to a server. The course makes extensive use of the computer tools necessary to insert html tags, create images, and view web documents. This course prepares apprentice web designers and publishers to identify the information dissemination needs of a client, design an appropriate World Wide Web solutions, and implement it.

CISW 310
Advanced Web Publishing 4 Units
Prerequisite: CISW 300. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 72 hours LEC
This course builds upon previous web publishing concepts and study. The primary focus of this course is the systematic development of interactive web sites. Topics include cascading style sheets, dynamic HTML, forms, client-side programming with JavaScript, server-side scripting, and web-database interactivity.

CISW 321
Web Site Development using Dreamweaver 3 Units
Prerequisite: None.
Advisory: CISC 305
Course Transferable to CSU
Hours: 54 hours LEC
This course covers the use of Dreamweaver, a visual Web-authoring tool, to develop and implement Web sites. The topics covered include creating Web pages that contain text, images, links, tables, frames, forms, Cascading Style Sheets and image maps, as well as enhancing Web pages Flash elements and built-in scripting. Additional topics include developing effective Web site structures, using Web site management tools, Web site documentation, making global updates to a Web site, and extending Dreamweaver. Students will work individually and as a member of a team to plan, implement, test, and evaluate Web sites.

CISW 350
Imaging for the Web 1 Unit
Prerequisite: None
Advisory: CISC 306 and CISW 300.
Course Transferable to CSU
Hours: 18 hours LAB
This course takes a look at designing graphics for the Web. Using industry standard graphic software, students will create original graphics as well as manipulate found imagery. Through lecture, demonstration and hands-on methods as well as class/instructor critiques, students will understand the process for designing graphics for use on World Wide Web. Topics include developing graphic elements for a Web site using a visual theme, creating buttons and intuitive navigational elements, making background textures and images, understanding Web file formats, scanning, and simple animations that enhances a Web site. This course may be taken four times for credit.

CISW 380
E-Business: Introduction and Environment; Technology and Infrastructure 3 Units
Same As: BUS 360
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
Information is now exchanged very rapidly and customers have an instantaneous way to compare offerings from sellers on a worldwide basis. The purpose of this course is to describe the E-Business environment, describe the options available to business utilizing E-Business, and identify the critical components needed to develop a plan and strategy to implement for a business. The course will focus on E-Business for small and medium sized businesses. This course is the same as BUS 360, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

CISW 380.1
E-Business: Introduction and Environment 1.5 Units
Same As: BUS 360.1
Prerequisite: None.
Advisory: BUS 300 and CISC 305; CISW 380.1 or BUS 360.1
Course Transferable to CSU
Hours: 27 hours LEC
Information is now exchanged very rapidly and customers have an instantaneous way to compare offerings from sellers on a worldwide basis. The purpose of this course is to describe the E-Business environment, describe the options available to business utilizing E-Business, and identify the critical components needed to develop a plan and strategy to implement for a business. The course will focus on E-Business for small and medium sized businesses. This course is the same as BUS 360.1, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.
CISW 380.2
E-Business: Tools and Techniques 1.5 Units
Same As: BUS 360.2
Prerequisite: None.
Advisory: BUS 300; CISC 305; CISW 380.1 or BUS 360.1
Course Transferable to CSU
Hours: 27 hours LEC

The explosive growth of the Internet has changed the fundamental ways in which business is conducted. Information is now exchanged instantly and customers have an instantaneous way to compare offerings from sellers on a worldwide basis. The purpose of this course is to explore the tools, techniques, and technology needed to implement a company’s E-Business strategy. Specific content will include payment systems, privacy and security issues, hardware and software solutions, and business issues directly related to E-Commerce. The course will focus on E-Business infrastructure for small and medium sized businesses. This course is the same as BUS 360.2, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

CISW 400
Client-side Web Scripting 4 Units
Prerequisite: CISW 300. Grade of "C" or better required to meet prerequisite.
Advisory: CISW 310 or CISP 300.
Course Transferable to CSU
Hours: 72 hours LEC

This course emphasizes the creation of dynamic and interactive web sites using a client-side scripting language such as JavaScript. Topics include the Document Object Mode of web pages, core features of the client-side scripting language, event handling, control of windows and frames, functions, and form validation. This course may be taken twice on a different client-side scripting language.

CISW 410
Middleware Web Scripting 4 Units
Prerequisite: CISW 300. Grade of "C" or better required to meet prerequisite.
Advisory: CISW 310 or CISP 300.
Course Transferable to CSU
Hours: 72 hours LEC

This course emphasizes the creation of dynamic and interactive web sites using a middleware scripting language such as PHP or ASP. Topics include core features of the middleware scripting language, embedding server commands in HTML pages, control structures, functions, arrays, form validations, cookies, environmental variables, email applications, and database-driven web applications. This course may be taken twice on a different middleware scripting language.

CISW 420
Server-side Web Scripting 4 Units
Prerequisite: CISW 300. Grade of "C" or better required to meet prerequisite.
Advisory: CISW 310 or CISP 300.
Course Transferable to CSU
Hours: 72 hours LEC

This course emphasizes the creation of interactive web sites using a server-side scripting language such as Perl. Topics include the core features of the server-side scripting language, event handling, control of windows and frames, functions, and form validation. This course may be taken twice on a different server-side scripting language.

CISW 440
XML: Introduction to Extensible Markup Language 2 Units
Prerequisite: CISW 300. Grade of "C" or better required to meet prerequisite.
Advisory: CISW 310 or CISP 300.
Course Transferable to CSU
Hours: 36 hours LEC

XML is a universal method for representing information that is especially well suited to distribution over the Internet. This course will address the most fundamental XML questions - what XML is, why it’s needed, and how it can be used. Students will learn the most current, practical XML technologies available at the present time.

CISW 499
Experimental Offering in Computer Information Science - Web .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Computer Information Science
Curriculum Prerequisite Hierarchy

* For CISC 302 or 310, it is advised to take BUSTEC 302 prior.

CISC 302 * (JOUR 330) or CISC 310 *

CISA** 305 CISA 315 CISA 320 CISC 308 CISC 323 CISA 340 CISC 355 CISA 330 CISA

CISA 306 CISA 316 CISA 321 CISA 318 CISC 324 CISC 356 CISA 331

CISA 308

** Prerequisite: BUSTEC 342 or Keyboarding Speed Verification at 25 wpm.

Information Systems Security

CISC 356 CISN 330 CISC 324

CISS 310 CISS 342 CISS 370

CORE COURSES ELECTIVES

CISS 320 CISS 330 CISS 341

CISS 350 CISS 355 CISS 360 CISS 365 CISS 385

Network Systems Administrator/Engineer (Windows)

Routing CISC 356 CISC 323

CISN 330 CISP 300 CISP 301

CISM 331 CISP 302

CISM 332 CISP 306 CISP 308

CISM 333 CISP 320 CISP 324

Electives

CISP 309 CISP 374 CISP 378

Web/Internet

CISC 305 CISW 350 CISW 300 CISW 321

CISC 306 CISW 310 CISW 400 CISW 440

CISW 410 CISW 420

Linux Systems Administrator

CISC 323 CISC 324

CISN 300 (Linux) CISN 302 (Linux)

CISP 303 CISS 342

Database

CISA 320 CISA 321

CISP 351 CISP 352 CISP 350/ CISP 354

CISP 356

Programming

CISC 310

CISP 370 CISP 300

CISP 360

CISP 400 CISP 310

CISP 430 CISP 440
DEGREE
A.S.—Construction

CERTIFICATES
Construction
Construction Pre-Apprenticeship

Program Description
This CRC program trains students for an industry that is one of the largest employers in the nation. CRC’s program is designed to provide students with basic and applied technical skills and knowledge necessary for employment in the building and construction industry. Standard construction procedures are emphasized throughout the program. (See also Construction Management Technology Program.)

Career Opportunities
General Contracting Estimators
Construction Supervisors Material Salespersons
Construction Apprenticeship Building Inspection programs
Building & Construction Tradesperson

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Articulation agreements for transfer to specific four-year institutions
• Field trips to a variety of new and existing construction structures for study and appreciation
• Affiliation with Sacramento Habitat for Humanity

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.S.—Construction
CODE #1110

REQUIRED PROGRAM ......................................................... Units
CMT 112 Construction Estimating ........................................ 3
CMT 120 Legal Aspects of Construction .......................... 3
CONST 130 Construction Pre-Apprenticeship I ................... 6
CONST 131 Construction Pre-Apprenticeship II .................. 7
CMT 136 Construction Safety ............................................ 3
CMT 300 Introduction to Construction Plans & Specifications or BIT 102 Reading & Non-Structural Plan Review ................ 3
CMT 310 Materials of Construction .................................. 3
CMT 313 Computer Estimating for Construction ................ 3
BIT 100 Introduction to International Building Code .......... 3
TOTAL UNITS REQUIRED .................................................. 34

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Construction
CODE #1110

This program prepares students for entry into the building and construction industry as a general tradesperson; and prepares students currently working within the industry for advancement.

REQUIRED PROGRAM ......................................................... Units
CMT 112 Construction Estimating ........................................ 3
CONST 130 Construction Pre-Apprenticeship I .................. 6
CONST 131 Construction Pre-Apprenticeship II .................. 7
CMT 136 Construction Safety ............................................ 3
CMT 300 Introduction to Construction Plans & Specifications or BIT 102 Reading & Non-Structural Plan Review ................ 3
CMT 310 Materials of Construction .................................. 3
TOTAL UNITS REQUIRED .................................................. 25

CERTIFICATE
Construction Pre-Apprenticeship
CODE #1546

This program prepares students for entry into an apprenticeship program in the building and construction industry.

REQUIRED PROGRAM ......................................................... Units
CONST 130 Construction Pre-Apprenticeship I .................. 6
CONST 131 Construction Pre-Apprenticeship II .................. 7
TOTAL UNITS REQUIRED .................................................. 13
CONSTRUCTION (CONST)

**CONST 102**
Introduction to Construction Practices  4 Units
Prerequisite: None.
Hours: 54 hours LEC; 54 hours LAB
This course provides students with in-depth analysis of the organization and structure of the construction industry and the many career choices the industry offers. Many of the construction trades are represented, with formal apprenticeship opportunities highlighted, as well as other paths within the industry. Guest speakers and field trips provide the students a wide view of the expectations of entry level work, wages, benefits, and work place culture. The curriculum also emphasizes jobsite safety, practical working knowledge of tool and equipment use, basic rigging techniques, and an introduction to reading blueprints. Students who have previously received credit for CMT 102 will not receive credit for CONST 102.

**CONST 130**
Construction Pre-Apprenticeship I  6 Units
Prerequisite: None.
Hours: 54 hours LEC; 162 hours LAB
Course designed for learning of skills required for beginning the construction of a home. The tools, equipment, materials, and techniques used in building and landscape construction will be covered as related to programming, detailing, and implementation of construction practices.

**CONST 131**
Construction Pre-Apprenticeship II  7 Units
Prerequisite: CONST 130. Grade of "C" or better required to meet prerequisite.
Hours: 54 hours LEC; 216 hours LAB
This is the second of two sequential courses that make up the Construction Pre-Apprenticeship program. This program prepares students for jobs in the construction trades. This course is a continuation of the carpentry curriculum from CONST 130 and covers windows and exterior doors, roofing, drywall applications, interior doors, and base trim. Construction projects may be located at both on and off campus sites.

**CONST 298**
Work Experience in Construction  1-4 Units
Prerequisite: None.
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

**CONST 299**
Experimental Offering in Construction  .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.S.—Construction Management Technology

CERTIFICATE
Construction Management Technology

Program Description
This CRC program offers training of management-level employees for the construction industry, as well as preparation for transfer to a four-year college or university construction program. Graduates may be employed by contractors, business and government agencies for work in project planning, estimating and project coordinating. A student planning to transfer to a four-year college or university should consult the lower division requirements of the anticipated college program.

Career Opportunities
Plan Checker
Superintendent
Contractor
Office Manager
Foreman
Estimator
Project Manager
Retail/Wholesale
Developer
Laborer

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Current curriculum emphasizes analytical problem solving and management skills
• Field trips to a variety of construction sites to study construction methods and procedures (Instructor option)
• Transfer potential to four-year programs in Construction Technology

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.S.—Construction Management Technology
CODE #1080

REQUIRED PROGRAM..........................................................Units
ACCT 101 Fundamentals of College Accounting or
ACCT 301 Financial Accounting........................................3-4
ADT 310 Intro to Computer-Aided Design Drafting..............3
CISC 302 or JOUR 330 Computer Familiarization................2
CMT 300 Intro to Construction Plans & Specifications or
BIT 102 Reading and Non-Structural Plan Review.............3
CMT 112 Construction Estimating.................................3
CMT 120 Legal Aspects of Construction.........................3
CMT 134 Construction Scheduling & Critical Path Method....3
CMT 136 Construction Safety........................................3
CMT 310 Materials of Construction..............................3
CMT 313 Computer Estimating for Construction.............3
CMT 330 Construction Surveying.................................3
PHYS 310 Conceptual Physics......................................3
TOTAL UNITS REQUIRED.................................................35-36

Suggested Electives: ADT 300; ARCH 310;
BUS 310, 345; FITNS 355;
PHYS 350, 360; STAT 300.

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Construction Management Technology
CODE #1080

This program prepares students for entry into the building and construction industry as a general tradesperson; and prepares students currently working within the industry for advancement.

REQUIRED PROGRAM.........................................................Units
ADT 310 Intro to Computer-Aided Design Drafting..............3
CISC 302 or JOUR 330 Computer Familiarization................2
CMT 112 Construction Estimating.................................3
CMT 120 Legal Aspects of Construction.........................3
CMT 134 Construction Scheduling & Critical Path Method....3
CMT 300 Intro to Construction Plans & Specifications or
BIT 102 Reading and Non-Structural Plan Review.............3
CMT 310 Materials of Construction..............................3
CMT 313 Computer Estimating for Construction.............3
TOTAL UNITS REQUIRED..................................................23
# CONSTRUCTION MANAGEMENT TECHNOLOGY (CMT)

## CMT 102
**Introduction to Construction Practices**  
2 Units  
Prerequisite: None  
Hours: 36 hours LEC; 18 hours LAB  
This course is an introduction to construction practices and the construction trades with an emphasis on safe working procedures along with proper use of tools and equipment. Students who have received credit for CONST 102 will not receive credit for CMT 102. See “Cross-Referenced Courses” in the catalog.

## CMT 112
**Construction Estimating**  
3 Units  
Prerequisite: None  
Advisory: CMT 310.  
Hours: 54 hours LEC  
This course covers construction quantity survey and estimating practices for residential and light commercial building projects.

## CMT 120
**Legal Aspects of Construction**  
3 Units  
Prerequisite: None  
Hours: 54 hours LEC  
This course is a summary of the legal implications of licensing, contracts, specifications and their interpretations. Emphasis on the laws of liability, workers compensation, social security, Cal-OSHA, lien laws, and federal laws affecting construction and compliance problems.

## CMT 134
**Construction Scheduling and Critical Path Method**  
3 Units  
Prerequisite: None  
Advisory: CMT 112.  
Hours: 36 hours LEC; 54 hours LAB  
This course introduces computer and manual techniques used in planning, scheduling and controlling construction projects. Network analysis and applications using critical path method and current computer programs will be utilized.

## CMT 136
**Construction Safety**  
3 Units  
Prerequisite: None  
Advisory: CMT 300.  
Hours: 54 hours LEC  
This course addresses the application of safety principles in construction with emphasis on the Occupation Safety and Health Act of 1970 and California OSHA.

## CMT 294
**Topics in Construction Management Technology**  
.5-4 Units  
Prerequisite: None  
Hours: 18 hours LEC; 54 hours LAB  
Course work designed to cover special topics not included in current construction management offerings in a timely manner. Topics may be offered in workshops or seminar presentations on timely subjects or targeted for specific audiences.

## CMT 295
**Independent Studies in Construction Management Technology**  
1-3 Units  
Prerequisite: None  
Hours: 18 hours LEC; 54 hours LAB

## CMT 299
**Experimental Offering in Construction Management Technology**  
.5-4 Units  
Prerequisite: None  
Hours: 18 hours LEC; 54 hours LAB

## CMT 300
**Introduction to Construction Plans and Specifications**  
3 Units  
Prerequisite: None  
Advisory: Concurrent enrollment in CMT 310.  
Course Transferable to CSU  
Hours: 54 hours LEC  
This is an introductory course in how to read building plans and specifications. Intended for both the homeowner and the builder, the course gives emphasis to building plan symbols, interpretation of shop and field drawings, and requirements for obtaining building permits.

## CMT 310
**Materials of Construction**  
3 Units  
Prerequisite: None  
Advisory: CMT 300.  
Course Transferable to CSU  
Hours: 54 hours LEC  
This is a general survey of materials and methods of building construction. An overall view of residential, commercial, and heavy construction practices will be studied.

## CMT 313
**Computer Estimating for Construction**  
3 Units  
Prerequisite: None  
Advisory: CMT 112.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course is designed to meet current demands for computerized estimating in the construction industry. This course will integrate computer technology with current construction estimating practices. This technology will provide the student with experience in determining construction quantities and costs quickly, economically and effectively.
CMT 330  
Construction Surveying  
Prerequisite: None.  
Advisory: CMT 310 and completion of or concurrent enrollment in ADT 300.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course covers the theory and practice of measurements for distance, elevations and angles. Topics include: analysis and adjustment of errors, traverse calculation and adjustment, and boundary surveying. This course is designed for construction management and engineering students. This course is not open to students who have received credit for ENGR 310. See “Cross-Referenced Courses” in the catalog.

CMT 495  
Independent Studies in  
Construction Management Technology  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC; 54 hours LAB

CMT 498  
Work Experience in  
Construction Management Technology  
Prerequisite: None.  
General Education: AA/AS Area III(b)  
Course Transferable to CSU  
Hours: 300 hours LAB  
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

CMT 499  
Experimental Offering in  
Construction Management Technology  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC; 54 hours LAB
Culinary Arts Management

DEGREE
A.A. — Culinary Arts Management

CERTIFICATES
Cooking and Supervision
Community Nutrition Specialist
Basic Culinary Services
School Foodservice Specialist

Program Description
This program provides professional training for employment in commercial culinary service operations. Courses begin at entry-level training; advanced courses are designed for working professionals as well as full-time degree students.

The program includes coursework in culinary arts, baking and pastry, food purchasing, culinary sanitation, nutrition, marketing, legal control and financial analysis. Students will apply those skills with hands-on training in the campus cafeteria.

Sanitation training is offered as an integral part of each certificate and degree, and is certified by the National Restaurant Association as well as the Sacramento County Environmental Health Division.

A Management Development Diploma is also available from the National Restaurant Association by taking eight (8) culinary arts courses at CRC. Contact the area dean or instructional staff for more information.

Career Opportunities
Culinary Manager
Culinary Supervisor
Cock
Kitchen Manager
Waiter / Waitress
Restaurant Manager
Caterer
Foodservice Worker
Baker
Community Nutrition Specialist
School Foodservice Specialist

Highlights
- Hands-on experience in all aspects of commercial culinary services through campus cafeteria and catering activities
- Professional Management Development Diploma from the Educational Foundation of the National Restaurant Association
- State-of-the-art technology in a commercial kitchen facility and instructional laboratory
- Curriculum developed in collaboration with Sacramento employers in restaurants, schools, hospitals, and grocery stores
- Flexible class scheduling designed to meet the needs of working adults
- Faculty qualified as "Certified Hospitality Educators"
- Certificates for specialists in community nutrition and school foodservice

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pso

DEGREE
A.A. — Culinary Arts Management
CODE #1128

REQUIRED PROGRAM .................................................. Units
CAM 300 Introduction To Culinary Arts Management .......................... 2
CAM 306 Culinary Sanitation and Safety ............................................. 2
CAM 301 Food Theory and Preparation .............................................. 4
CAM 310 Quantity Food Production .................................................. 3
CAM 316 Hors d’oeuvres & Canapes or CAM 312 Baking and Pastry .................................................. 3
CAM 322 Culinary Customer Service .................................................. 2
CAM 320 Culinary Management ....................................................... 2
CAM 324 Culinary Supervision ......................................................... 2
CAM 326 Applied Culinary Purchasing .............................................. 2
CAM 340 Nutrition For Culinary Professionals .................................. 2
CAM 334 Culinary Marketing ........................................................... 2
CAM 330 Legal Aspects of Culinary Management .............................. 2
CAM 332 Culinary Financial Management ........................................ 2
CAM 302 Food and Culture in America ............................................. 3
TOTAL UNITS REQUIRED .................................................... 33

Suggested Electives:
CAM 498 Work Experience in Culinary Arts Management

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Basic Culinary Services
CODE #1129

For people new to the field

REQUIRED PROGRAM .................................................. Units
CAM 300 Introduction To Culinary Arts Management .......................... 2
CAM 306 Culinary Sanitation And Safety ............................................. 2
CAM 301 Food Theory And Preparation .............................................. 4
CAM 310* Quantity Food Production .................................................. 3
CAM 322 Culinary Customer Service .................................................. 2
TOTAL UNITS REQUIRED .................................................... 13

* This requirement can also be met through instructor approval of two years work experience in quantity food production operations and completion of at least 3 units of CAM 498: Work Experience with a grade of "C" or better.
CERTIFICATE
Community Nutrition Specialist
CODE #1275

REQUIRED PROGRAM................................................. Units
NUTRI 300 Nutrition.................................................... 3
CAM 306 Culinary Sanitation and Safety.......................... 2
CAM 301 Food Theory and Preparation.......................... 4
CAM 302 Food and Culture in America or
COMM 325 Intercultural Communication........................ 3
CISC 302 or JOUR 330 Computer Familiarization............. 2
CAM 340 Nutrition for Culinary Professionals.................. 2
TOTAL UNITS REQUIRED.............................................. 16

CERTIFICATE
Cooking and Supervision
CODE #1130

Designed to provide promotional skills

REQUIRED PROGRAM................................................. Units
CAM 300 Introduction To Culinary Arts Management............ 2
CAM 306 Culinary Sanitation and Safety.......................... 2
CAM 301 Food Theory and Preparation.......................... 4
CAM 310* Quantity Food Production................................ 3
CAM 316 Hors d’oeuvres & Canapes or
CAM 312 Baking and Pastry.......................................... 3
CAM 322 Culinary Customer Service.............................. 2
CAM 320 Culinary Management..................................... 2
CAM 324 Culinary Supervision..................................... 2
CAM 326 Applied Culinary Purchasing........................... 2
CAM 340 Nutrition For Culinary Professionals.................. 2
TOTAL UNITS REQUIRED.............................................. 24

* This requirement can also be met through instructor approval of two years work experience in quantity food production operations and completion of at least 3 units of CAM 498: Work Experience with a grade of “C” or better.

CERTIFICATE
School Foodservice Specialist
CODE #1276

REQUIRED PROGRAM................................................. Units
NUTRI 300 Nutrition.................................................... 3
CAM 306 Culinary Sanitation and Safety.......................... 2
CAM 301 Food Theory and Preparation.......................... 4
CAM 302 Food and Culture in America or
COMM 325 Intercultural Communication........................ 3
CISC 302 or JOUR 330 Computer Familiarization............. 2
CAM 340 Nutrition for Culinary Professionals.................. 2
CAM 310 Quantity Food Production............................... 3
CAM 320 Culinary Management..................................... 2
ECE 415/ NUTRI 320 Children’s Nutrition, Health, and Safety 3
CAM 498 Work Experience in CAM................................ 1-4
TOTAL UNITS REQUIRED.............................................. 25-28

NATIONAL RESTAURANT ASSOCIATION
PROFESSIONAL MANAGEMENT
DEVELOPMENT PROGRAM

Cosumnes River College now offers a Professional Management Development Diploma Program, sponsored by the Educational Foundation of the National Restaurant Association. The Diploma Program offers students:

- an industry-recognized credential from the National Restaurant Association and the Educational Foundation;
- a Certificate of Completion for each course in the program;
- additional scholarship money available for Diploma Program students; and
- National certification in sanitation.

Courses to complete the National Restaurant Association Management Development Diploma include:

Required Course:
CAM 306 Culinary Sanitation & Safety

Administrative Management:
CAM 330 Legal Aspects of Culinary Management

Financial Management:
CAM 332 Culinary Financial Management

Human Resource Management:
CAM 324 Culinary Supervision

Marketing Management:
CAM 334 Culinary Marketing

Operations Management: (select three)
CAM 326 Applied Culinary Purchasing
CAM 320 Culinary Management
CAM 340 Nutrition for Culinary Professionals
CAM 310/316 Quantity Food Production

CULINARY ARTS
MANAGEMENT (CAM)

CAM 294
Topics in Culinary Arts Management......................... 0.5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
Coursework designed to cover special topics not included in current culinary offerings. Topics may be offered in a workshop or seminar presentation on timely subjects or targeted for specific audiences.

CAM 300
Introduction to Culinary Arts Management.................. 2 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC
This course profiles the culinary industry and an introduction to the skills and attributes that predict success for professionals. Trends, ethics and issues facing the culinary industry will be discussed. Entry skills to be taught include work simplification, time management, and computational skills.
CAM 301
Food Theory and Preparation  4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC; 108 hours LAB
A comprehensive study of food ingredients and the basic principles and techniques involved in food preparation. A study of the factors that influence foods and the changes which occur in foods during preparation. The laboratory emphasizes basic cooking skills and theory application. The course emphasizes the reasons for procedures and phenomena and the prevention and/or correction of cooking failures. This course is the foundation for the beginning student in professional culinary management. This course is not open to students who have received credit for NUTRI 330. See "Cross-Referenced Courses" in the catalog.

CAM 302
Food and Culture in America  3 Units
Prerequisite: None.
General Education: AA/AS Area VI
Course Transferable to CSU
Hours: 54 hours LEC
This course is an in-depth study of the food habits of various minority groups in the United States including Native Americans, African Americans, Asian Americans and Latin American populations. Current foods and food habits will be studied for each group within the context of culture to improve communication and understanding and reduce bias. Food culture stereotypes will be analyzed as vehicles of ethnocentrism, gender-related issues, and/or racism. The course will be comparative in nature, contrasting various western and non-western food patterns.

CAM 306
Culinary Sanitation & Safety  2 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC
This course covers the principles of food microbiology, important foodborne diseases, standards that are enforced by regulatory agencies, and applied measures for the prevention of foodborne diseases and other microbiological problems. All phases of sanitation for professional culinary operations are covered in the context of schools, hospitals and commercial restaurants and cafeterias. Subjects covered include types and causes of food borne illnesses, correct procedures for handling food in quantity, and the principles of cleaning and sanitizing. The course focuses on practical applications for culinary workers, supervisors, and trainers. Completion of the course includes optional certification by the Educational Foundation of the National Restaurant Association.

CAM 310
Quantity Food Production  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 108 hours LAB
This course is an introduction to the principles of quantity food production. Components include knife skills, equipment recognition, operation and cleaning, use of hand tools and measuring devices; cleaning and cutting raw materials. This course also covers preparation of sandwiches, soups, salads, vegetables, meats, poultry, seafood, breakfast dishes, rice and other grains, pastas and potatoes, sauces and simple dessert items.

CAM 312
Baking and Pastry  3 Units
Prerequisite: None
Advisory: CAM 310.
Course Transferable to CSU
Hours: 18 hours LEC; 108 hours LAB
This course is designed to introduce students to the fundamental principles of baking and procedures for preparing baked goods, pastries, and desserts. Students gain knowledge and understanding of baking science; laboratory hours are spent in commercial production. Products include yeast breads, Danish pastry, croissants, puff pastry, tortes and fine cakes, tarts and pies, and chocolate work. Emphasis is placed on production of high quality products and professional presentation.

CAM 314
Fine Food to Go: Gourmet Cooking  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course is designed to provide the student with the special skills necessary to prepare and market restaurant meals for the home - one of the fastest growing aspects of the culinary field. Students will practice basic and advanced techniques in soups, salads, sauces, vegetable, starch, meat, poultry and fish cookery. Emphasis will also be placed on bread and desserts preparation.

CAM 316
Hors d'oeuvres and Canapes  3 Units
Prerequisite: None
Advisory: CAM 310.
Course Transferable to CSU
Hours: 18 hours LEC; 108 hours LAB
This course is designed to teach the students to utilize any foodstuffs in the production of hors d'oeuvres. Hot and cold hors d'oeuvres as well as the production of canapes will be emphasized. Service styles, service issues, production pointers, and logistics of catering functions will be emphasized.

CAM 320
Culinary Management  2 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC
Organizing, planning, and control of production for a quantity culinary operation. Includes menu planning and pricing, scheduling of staff and production, portion and temperature control, recipe standardization and scaling, and elements of culinary layout and design. This course is not open to students who have received credit for NUTRI 370. See "Cross-Referenced Courses" in the catalog.

CAM 322
Culinary Customer Service  2 Units
Prerequisite: None
Advisory: CAM 306.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
A skills development course to provide entry-level training in culinary customer service for quantity operations. An examination of the components of professional hospitality and meal service. Students will participate in hands-on culinary customer service in the campus culinary operation.
CAM 324  
Culinary Supervision  2 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 36 hours LEC  
This course is designed to help supervisors meet the challenges and demands of the hospitality field. The course will focus on the skills necessary to be effective leaders, developing human relations' skills and building on workplace diversity. The course will also cover communicating effectively, and creating a positive work climate. Management responsibilities of planning, organizing, controlling, decision making, problem solving and delegating will be included.

CAM 326  
Applied Culinary Purchasing  2 Units  
Prerequisite: None  
Advisory: CAM 300.  
Course Transferable to CSU  
Hours: 36 hours LEC  
This course provides a comprehensive view of purchasing activity as well as its relationship to the management of a successful hospitality operation. This course offers practical applications of purchasing principles from the culinary manager's viewpoint. This course focuses on distribution channels, purchasing principles and buying techniques, selection factors, receiving, storing, issuing and inventory control.

CAM 330  
Legal Aspects of Culinary Management  2 Units  
Prerequisite: None  
Advisory: CAM 300.  
Course Transferable to CSU  
Hours: 36 hours LEC  
This course is an introduction to the legal aspects of culinary operations through an explanation of and applications to legal subjects relevant to culinary operations. Topics include government regulations, patron civil rights, liability for sales of food and alcoholic beverages, as well as liability for patron safety and property, selection and supervision of employees, property rights and forms of business organizations.

CAM 332  
Culinary Financial Management  2 Units  
Prerequisite: None  
Advisory: CAM 300 and 320.  
Course Transferable to CSU  
Hours: 36 hours LEC  
Culinary accounting and finance for culinary operations and the use of accounting techniques in analyzing business performance, in budgeting, and in cost and profit planning.

CAM 334  
Culinary Marketing  2 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 36 hours LEC  
This course is an introduction to culinary marketing with a profile of management's role in marketing. The course includes information systems and marketing research methods to assist in planning. Hospitality consumers and their behavior are discussed. Other topics include advertising, group sales strategies, the importance of carefully designed menus and menu pricing.

CAM 340  
Nutrition for Culinary Professionals  2 Units  
Prerequisite: None  
Advisory: CAM 300.  
Course Transferable to CSU  
Hours: 36 hours LEC  
This course is designed for students in Culinary Arts Management and focuses on personal nutrition, as well as nutrition in restaurants and foodservices. The course will cover the dietary needs of selected populations and methods used to meet those needs. Emphasis is placed on recipe adaptation and menu planning for more healthful menu offerings in culinary operations. Successful completion of this course meets the certification requirements by the American Culinary Federation.

CAM 349  
Independent Studies in Culinary Arts Management  1-3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC; 54 hours LAB  
CAM 495  
Independent Studies in Culinary Arts Management  1-4 Units  
Prerequisite: None.  
General Education: AA/AS Area III(b)  
Course Transferable to CSU  
Hours: 300 hours LAB  
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

CAM 499  
Experimental Offering in Culinary Arts Management  .5-4 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC; 54 hours LAB
Digital Media
Communication, Visual & Performing Arts

DEGREE
A.A. — Digital Media

CERTIFICATE
Digital Media

Program Description
This two-year instructional program is designed to provide skills for industry and for degree or transfer. This option can lead to entry-level jobs in television, cable TV, business or industrial video and graphics, animation, or digital media for broadcast, CD/DVD production and the Internet.

Career Opportunities
Tape or Nonlinear Video Editor  Computer Graphic Artist
Animation Artist  Personal or Corporate Video Producer/Director

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Practical experience working with contemporary computer software
• State of the art computer lab for graphics and nonlinear editing, including Photoshop, Illustrator, After Effects, Final Cut Pro, Lightwave 3D
• Internship opportunities working with local television stations, independent film companies and post-production editing facilities

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE:
A.A. Digital Media

CODE #1534

REQUIRED PROGRAM..........................................................Units
RTVF 300 Mass Media and Society ......................................3
RTVF 302 Introduction to Digital Media .............................3
RTVF 312 Radio Studio Operations ....................................3
RTVF 331 Television Production .......................................3
RTVF 360 Intro to Motion Graphics: Adobe After Effects ......3
RTVF 362 Digital Non-Linear Video Editing: Final Cut Pro .....3
PHOTO 400 Digital Imaging ..............................................3
ARTNM 326 Digital Painting ............................................3

A minimum of six (6) units from the following: .....................6
COMM 361 The Communication Experience (3) or
COMM 311 Argumentation and Debate (3)
RTVF 330 Basic Film/Video Camera Techniques (3)
RTVF 363 Introduction to DVD Production:
   DVD & DVD Studio Pro (3)
RTVF 377 Corporate Video (3)
PHOTO 410 Advanced Digital Imaging (3)
RTVF 370 Broadcast Writing & Announcing (3)
RTVF 332 Advanced Television Production (2)
RTVF 304 Introduction to Multimedia (3) or
   ART 320 Design: Fundamentals (3)
RTVF 361 Intermediate Motion Graphics: Adobe After Effects
RTVF 498 Work Experience in Radio, Television and Film (1-4)

TOTAL UNITS REQUIRED ................................................30

1For transfer to California State University Sacramento Digital Media Program COMM 311 and COMM 361 are preferred.

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Digital Media

CODE #1534

REQUIRED PROGRAM..........................................................Units
RTVF 300 Mass Media and Society ......................................3
RTVF 331 Television Production .......................................3
RTVF 360 Intro to Motion Graphics: Adobe After Effects ......3
RTVF 362 Digital Non-Linear Video Editing: Final Cut Pro .....3
PHOTO 400 Digital Imaging ..............................................3

Plus six (6) units selected from: .........................................6
RTVF 304 Introduction to Multimedia (3)
or ART 320 Design Fundamentals (3)
RTVF 312 Radio Studio Operations (3)
RTVF 330 Basic Film/Video Camera Techniques (3)
RTVF 361 Intermediate Motion Graphics: Adobe After Effects
RTVF 363 Intro to DVD Prod: DVD & DVD Studio Pro (3)
RTVF 377 Corporate Video (3)
RTVF 498 Work Experience in Radio, Television and Film (3)
ARTNM 326 Digital Painting (3)
PHOTO 410 Advanced Digital Imaging (3)

TOTAL UNITS REQUIRED ................................................21
DEGREES
A.A.—Early Childhood Education
A.A.—Early Childhood Education, Site Supervisor

CERTIFICATES
Early Childhood Education, Assistant Teacher
Early Childhood Education, Associate Teacher
Early Childhood Education, Teacher
Early Childhood Education, Master Teacher
Early Childhood Education, Infant Specialist
Early Childhood Education, School Age Child Care
Early Childhood Education, Program Management
Early Childhood Education, Home Early Care and Education
Early Childhood Education, Elementary School Teacher Assistant
Early Childhood Education, Special Needs Family Support Specialist

Program Description
This program offers a hands-on approach to learning skills in working with young children from birth through the age of 12. Certificates and degrees have been designed to prepare students for employment at the various levels within privately funded child care centers and publicly funded child development programs.

The program meets the course requirements for teachers and directors of private child care programs licensed by the California State Department of Social Services (Title 22). In addition, the program meets the coursework requirements for the Child Development Permit issued by the California Commission on Teacher Credentialing.

Elementary Teaching
For the person interested in teaching in a self-contained elementary school classroom, Cosumnes River College has courses leading toward a Liberal Studies major at California State University, Sacramento. Before selecting classes, please check with your counselor to receive the most up-to-date information.

Secondary Teaching
In order for a student to prepare for a secondary teaching credential, the student should complete the lower division requirements for the teaching major while completing the transfer general education requirements needed for transfer. A counselor can assist the student in selecting the appropriate courses.

Early Childhood Career Opportunities
Preschool Teacher
School Age Teacher
Infant Care Director
Public School Aide
Camp Counselor
Nanny
Parent Educator
Site Supervisor of Preschool/School Age Programs

Some Career Opportunities may require more than two years of college study.

Highlights
- Two AA degrees and nine certificates
- On- and off-campus course offerings
- Day, evening, and weekend offerings

Note: Students planning to enroll in Work/Field Experience or practicum classes [ECE 320, ECE 321, ECE 334, ECE 350, and ECE 498] must show evidence of TB clearance before working with children.

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pso

A.A. DEGREES
The Teacher and Master Teacher Certificates, as well as the AA Degrees in Early Childhood Education and the Site Supervisor, are aligned with the Child Development Permits issued by California’s Commission of Teacher Credentialing (January 1997). California law requires that teachers in state funded child care and development programs possess a Child Development Permit.
DEGREE
A.A. — Early Childhood Education
CODE #1089

REQUIRED PROGRAM ........................................................ Units
ECE 300 Introduction to Early Childhood Education ................. 3
ECE 320 Principles & Practices in Early Childhood Education .... 4
ECE 321 Advanced Principles & Practices in ECE ................. 4
ECE 420 Administration of Child Development Centers 
or ECE 331 Education & Care of Infants in Group Settings 
or ECE 400 Children with Exceptional Needs 
or ECE 404 Children with Special Needs 
or ECE 356 Programs for the School-Age Child ................. 3
ECE 410 Health and Safety in the Child Care Setting ............. 1
ECE 415 Children’s Health, Safety & Nutrition 
or NUTRI 320 Children’s Health, Safety & Nutrition .......... 3
ECE 430 Culture and Diversity in ECE ............................
ECE 312 Child Development 
or PSYC 372 Child Development 
or FCS 312 Child Development ........................................... 3
ECE 314 The Child, the Family and the Community 
or FCS 314 The Child, the Family and the Community ........... 3
Plus six (6) units selected from: .............................................. 6
CISC 303/ ECE 302 Computer Skills for Educators (3) 
ECE 342 Constructive Math and Science in ECE (3) 
ECE 343 Language & Literacy Devel. in Early Childhood 
ECE 365 Creative Projects and Experiences for Young Children (3) 
ECE 326 Making Learning Visible Through Observation and Documentation (3)
TOTAL UNITS REQUIRED ................................................... 33

Suggested Electives:
ANTH 300, 310; ART 430; BIOL 350; BUS 330; COMM 321, 325, 331; 
ECE 350, 498; ENGCW 400; ENGED 320; ENGLT 370; ENGRF 300; 
FCS 324; GEOL 345; HEED 350; HORT 300; NUTRI 300; PET 306 / 
ECE 364; PSYC 312, 320, 358; SOC 305, 321; TA 401, 407.

G.E. Graduation Requirements for this degree - See pages 20-21.

DEGREE
A.A. — Early Childhood Education, Site Supervisor
CODE #1330

REQUIRED PROGRAM ........................................................ Units
ECE 300 Introduction to Early Childhood Education ................. 3
ECE 320 Principles & Practices in Early Childhood Education .... 4
ECE 321 Advanced Principles & Practices in ECE ................. 4
ECE 420 Administration of Child Development Centers 
or ECE 331 Education & Care of Infants in Group Settings 
or ECE 400 Children with Exceptional Needs 
or ECE 404 Children with Special Needs 
or ECE 356 Programs for the School-Age Child ................. 3
ECE 410 Health and Safety in the Child Care Setting ............. 1
ECE 415 Children’s Health, Safety & Nutrition 
or NUTRI 320 Children’s Health, Safety & Nutrition .......... 3
ECE 430 Culture and Diversity in ECE ............................
ECE 312 Child Development 
or PSYC 372 Child Development 
or FCS 312 Child Development ........................................... 3
ECE 314 The Child, the Family and the Community 
or FCS 314 The Child, the Family and the Community ........... 3
Plus six (6) units selected from:
CISC 303/ ECE 302 Computer Skills for Educators (3) 
ECE 342 Constructive Math and Science in ECE (3) 
ECE 343 Language & Literacy Devel. in Early Childhood 
ECE 365 Creative Projects and Experiences for Young Children (3) 
ECE 326 Making Learning Visible Through Observation and Documentation (3)
TOTAL UNITS REQUIRED ................................................... 32

To be eligible for the Child Development Permit 
(Site Supervisor), complete AA degree in ECE. Students must also complete experience requirements for the particular permit for which you are applying. See ECE Department for further information.

Suggested Electives:
ANTH 300, 310; ART 430; BIOL 350; COMM 321, 325; 
ECE 302, 350, 356, 402, 415, 498; ENGED 320; ENGLT 370; 
FCS 322; GEOG 306; HORT 300; MUSM 370; TA 401; 
NUTRI 300; SOC 321.

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATES

Upon completion of one of the following certificates, and with appropriate documented experience, the student meets the minimum requirements for employment in a privately funded child care program or family day care program. Certificates are designed to meet varying employment levels and focused training with infants and school-age children. These requirements are outlined in Title 22 (Department of Social Services) regulations for child care licensing.

CERTIFICATE
Early Childhood Education, Assistant Teacher
CODE #1344

Upon completion, this certificate will allow students entry into the field, and with additional units be able to become a fully qualified Associate Teacher (14 unit certificate).

REQUIRED PROGRAM ........................................................ Units
ECE 312 Child Development 
or PSYC 372 Child Development (3) 
or FCS 312 Child Development (3) ..................................... 3
ECE 300 Introduction to Early Childhood Education ................ 3
Minimum of one (1) unit from the following: ............... 1
ECE 498 Work Experience in ECE (1-4)
TOTAL UNITS REQUIRED .................................................. 7

CERTIFICATE
Early Childhood Education, Associate Teacher
CODE #1343

REQUIRED PROGRAM ........................................................ Units
ECE 312 Child Development 
or PSYC 372 Child Development (3) 
or FCS 312 Child Development (3) ..................................... 3
ECE 300 Introduction to Early Childhood Education ................ 3
ECE 320 Principles & Practices in Early Childhood Education .... 4
ECE 312 Child Development 
or PSYC 372 Child Development (3) 
or FCS 312 Child Development (3) ..................................... 3
ECE 314 The Child, the Family and the Community 
or FCS 314 The Child, the Family and the Community ........... 3
ECE 410 Health and Safety in Child Care Settings ............... 1
TOTAL UNITS REQUIRED ................................................... 14

* To be eligible for the Child Development Permit
(Associate Teacher) students must also complete experience requirements for the particular permit for which they are applying. See ECE Department for further information.
CERTIFICATE
Early Childhood Education, School Age Child Care
CODE #1098

REQUIRED PROGRAM ................................................ Units
ECE 300 Introduction to Early Childhood Education ......... 3
ECE 320 Principles and Practices in ECE .............. 4
ECE 321 Child Development ........................................ 1
ECE 312 Advanced Principles and Practices in ECE .... 3
or ECE 498 Work Experience in ECE ......................... 4
or CISC 303/ECE 302 Computer Skills for Educators .... 3
or ECE 410 Health & Safety in Child Care Settings ...... 1
or ENGLT 370 Children and Literature .................. 3
or ART 430 Art and Children ................................ 3
or FCS 312 Child Development ................................ 3
or MATH 120 Intermediate Algebra .................. 5
or ENGWR 300 College Composition .................. 3
or MUSM 370 Music for Children .................. 3
or ECE 356 Programs for the School-Age Child (3) .... 3
or PET 306 Fundamentals of Games and Rhythms (2) ... 2
or ECE 311 Child Development .................. 3
or PSYC 372 Child Development .................. 3
or ECE 312 Child Development .................. 3
or FCS 314 The Child, the Family and the Community .... 3
or ECE 410 Health and Safety in Child Care Settings ...... 1
or ACCT 101 Fundamentals of College Accounting (3) ... 3
or ACCT 301 Financial Accounting (4) .............. 3-4
TOTAL UNITS REQUIRED .......................................... 20 - 21

CERTIFICATE
Early Childhood Education, Program Management
CODE #1097

REQUIRED PROGRAM ................................................ Units
ECE 300 Introduction to Early Childhood Education ......... 3
ECE 320 Principles and Practices in ECE .............. 4
ECE 321 Advanced Principles and Practices in ECE ... 3
ECE 415 Health & Safety in Child Care Settings ...... 1
ECE 424 Adult Supervision: Mentoring in a Collaborative Learning Setting ........... 2
or PSYC 372 Child Development .................. 3
or FCS 312 Child Development .................. 3
or MUSM 370 Music for Children .................. 3
or ECE 312 Child Development .................. 3
or ECE 310 Health and Safety in Child Care Settings .... 1
or ENGWR 300 College Composition .................. 3
or MATH 120 Intermediate Algebra .................. 5
or FCS 314 The Child, the Family and the Community .... 3
or ECE 415 Health & Safety in Child Care Settings ...... 1
or MUSM 370 Music for Children .................. 3
or PSYC 372 Child Development .................. 3
or FCS 312 Child Development .................. 3
or MATH 120 Intermediate Algebra .................. 5
A minimum of 2 units from the following:
Management Series: MGMT 240 through 270 courses.
TOTAL UNITS REQUIRED .............................................. 24

CERTIFICATE
Early Childhood Education, Infant Specialist
CODE #1094

Upon completion of this certificate and with appropriate documented experience, the student meets the minimum requirements for employment in an infant care program.

REQUIRED PROGRAM ................................................ Units
ECE 300 Introduction to Early Childhood Education ......... 3
ECE 320 Principles and Practices in ECE .............. 4
ECE 321 Advanced Principles and Practices in ECE ... 3
ECE 312 Child Development ........................................ 1
ECE 314 The Child, the Family and the Community ....... 3
ECE 410 Health & Safety in Child Care Settings ...... 1
ECE 410 Health & Safety in Child Care Settings ...... 1
ECE 498 Work Experience in Early Childhood Education .......... 2
TOTAL UNITS REQUIRED .......................................... 16-17

CERTIFICATE
Early Childhood Education, Home Early Care and Education
CODE #1602

REQUIRED PROGRAM ................................................ Units
ECE 300 Introduction to Early Childhood Education ......... 3
ECE 304 Family to Family: Intro. to Family Child Care ........ 1
ECE 410 Health and Safety in Child Care Settings ........ 1
ECE 312 Child Development ........................................ 3
ECE 314 The Child, the Family, and the Community ....... 3
or PSYC 372 Child Development .................. 3
or FCS 312 Child Development .................. 3
ACCT 101 Fundamentals of College Accounting (3) ... 3
or ACCT 301 Financial Accounting (4) .............. 3-4
or FCS 314 The Child, the Family and the Community .... 3
ECE 409 Health & Safety in Child Care Settings ...... 1
or ECE 415 Health & Safety in Child Care Settings ...... 1
or FCS 314 The Child, the Family and the Community .... 3
or ECE 410 Health & Safety in Child Care Settings ...... 1
ECE 410 Health & Safety in Child Care Settings ...... 1
ECE 498 Work Experience in Early Childhood Education .......... 2
TOTAL UNITS REQUIRED .......................................... 20 - 21

CERTIFICATE
Early Childhood Education, Infant Specialist
CODE #1097

REQUIRED PROGRAM ................................................ Units
ECE 300 Introduction to Early Childhood Education ......... 3
ECE 320 Principles and Practices in ECE .............. 4
ECE 321 Advanced Principles and Practices in ECE ... 3
ECE 312 Child Development ........................................ 1
ECE 314 The Child, the Family and the Community ....... 3
ECE 410 Health & Safety in Child Care Settings ...... 1
ECE 312 Child Development ........................................ 1
ECE 304 Family to Family: Intro. to Family Child Care ........ 1
or PSYC 372 Child Development .................. 3
or FCS 312 Child Development .................. 3
or PSYC 372 Child Development .................. 3
or FCS 314 The Child, the Family and the Community .... 3
TOTAL UNITS REQUIRED .......................................... 24

CERTIFICATE
Early Childhood Education, Elementary School Teacher Assistant
CODE #1092

For students who would like to work with children in a classroom situation as a teacher assistant under the direction of a certificated elementary teacher. Designed to prepare students for employment as a teacher assistant; and, for those who wish to become elementary teachers, this certificate provides the opportunity for exploratory classroom experience early in their training.

REQUIRED PROGRAM ................................................ Units
ENG WR 300 College Composition .................. 3
ENGLT 370 Children and Literature .................. 3
ENGLT 370 Children and Literature .................. 3
ENGLT 370 Children and Literature .................. 3
ECE 300 Introduction to Early Childhood Education ......... 1
FCS 312 Child Development .................. 3
ECE 410 Health & Safety in Child Care Settings ...... 1
FCS 312 Child Development .................. 3
ECE 410 Health & Safety in Child Care Settings ...... 1
HCD 350 Introduction to Tutor Training .................. 1
HCD 350 Introduction to Tutor Training .................. 1
ENGED 320 Tutoring Elementary Students in Reading .... 3
ENGWR 300 College Composition .................. 3
ENGWR 300 College Composition .................. 3
TOTAL UNITS REQUIRED .......................................... 27

CERTIFICATE
Early Childhood Education, Program Management
CODE #1097

REQUIRED PROGRAM ................................................ Units
ECE 410 Health and Safety in Child Care Setting .......... 2
ECE 312 Child Development ........................................ 1
ECE 314 The Child, the Family, and the Community ....... 3
ECE 415 Children's Health, Safety and Nutrition ........ 3
ECE 424 Adult Supervision: Mentoring in a Collaborative Learning Setting .......... 2
or ECE 312 Child Development .................. 3
or PSYC 372 Child Development .................. 3
or FCS 312 Child Development .................. 3
or FCS 314 The Child, the Family and the Community .... 3
ECE 410 Health & Safety in Child Care Settings ...... 1
or ECE 410 Health & Safety in Child Care Settings ...... 1
ECE 410 Health & Safety in Child Care Settings ...... 1
ECE 415 Children's Health, Safety and Nutrition ........ 3
ECE 424 Adult Supervision: Mentoring in a Collaborative Learning Setting .......... 2
A minimum of 2 units from the following:
Management Series: MGMT 240 through 270 courses.
TOTAL UNITS REQUIRED .......................................... 24

CERTIFICATE
Early Childhood Education, School Age Child Care
CODE #1098

REQUIRED PROGRAM ................................................ Units
ECE 300 Introduction to Early Childhood Education ......... 3
ECE 320 Principles and Practices in ECE .............. 4
ECE 321 Advanced Principles and Practices in ECE .... 3
ECE 312 Child Development ........................................ 1
or ECE 498 Work Experience in ECE ......................... 4
or CISC 303/ECE 302 Computer Skills for Educators .... 3
or ECE 320 Principles and Practices in ECE .............. 4
(PRACTICE or work experience to be completed in a school age care program)
ECE 356 Programs for the School-Age Child (3) .... 3
ECE 410 Health and Safety in Child Care Settings ...... 1
ECE 410 Health and Safety in Child Care Settings ...... 1
ECE 312 Child Development ........................................ 3
ECE 312 Child Development ........................................ 3
ECE 314 The Child, the Family and the Community ....... 3
or ECE 314 The Child, the Family and the Community ....... 3
or ECE 410 Health and Safety in Child Care Settings ...... 1
or FCS 312 Child Development .................. 3
or FCS 312 Child Development .................. 3
or ECE 314 The Child, the Family and the Community .... 3
or ECE 410 Health and Safety in Child Care Settings ...... 1
ECE 312 Child Development ........................................ 3
or FCS 314 The Child, the Family and the Community .... 3
or ECE 312 Child Development ........................................ 3
TOTAL UNITS REQUIRED .......................................... 27
CERTIFICATE
Early Childhood Education - Teacher
CODE #1329

This program offers a hands-on approach to learning skills in working with young children from birth through the age of 12. Certificats and degrees have been designed to prepare students for employment at the various levels within privately funded child care centers and publicly funded child development programs.

REQUIRED PROGRAM...............................................Units
ECE 300 Introduction to Early Childhood Education ..................3
ECE 320 Principles and Practices in Early Childhood Education ........4
ECE 321 Advanced Principles and Practices in Early Childhood Education ........4
ECE 331 Education and Care of Infants in Group Settings (3)
or ECE 400 Children with Exceptional Needs (3)
or ECE 404 Children with Special Needs (3)
or ECE 356 Programs for the School-Age Child (3) ........3
ECE 410 Health and Safety in Child Care Settings .....................1
ECE 430 Culture and Diversity in Early Childhood Education ........3
ECE 312 Child Development ...........................................3
or PSYC 372 Child Development (3)
or FCS 312 Child Development (3) ......................3
ECE 314 The Child, the Family and the Community (3)
or FCS 314 The Child, the Family and the Community (3) ........3
TOTAL CORE UNITS REQUIRED...................................24

GENERAL EDUCATION UNITS .........................................16

To be eligible for the Child Development Permit (Teacher)
Students must complete 16 units in general education categories which meet graduation requirements and with at least one course in each of the following areas: English, Humanities, Social Science, Math/Science. Please refer to the General Education Requirements for a list of acceptable courses. Students must also complete experience requirements for the particular permit for which you are applying. See ECE Department for further information.

CERTIFICATE
Early Childhood Education, Master Teacher
CODE #1328

REQUIRED PROGRAM...............................................Units
Core Courses
ECE 300 Introduction to Early Childhood Education ..................3
ECE 320 Principles and Practices in ECE .........................4
ECE 321 Advanced Principles and Practices in ECE ............4
ECE 331 Education and Care of Infants in Group Settings
or ECE 400 Children with Exceptional Needs
or ECE 404 Children with Special Needs
or ECE 404 Children with Special Needs
ECE 410 Health and Safety in Child Care Setting ............1
ECE 430 Culture and Diversity in ECE ..........................3
ECE 312 Child Development
or PSYC 372 Child Development
or FCS 312 Child Development ..................................3
ECE 314 The Child, the Family and the Community
or FCS 314 The Child, the Family and the Community ..............................................3
ECE 424 Adult Supervision: Mentoring in a Collaborative Learning Setting ..................2
Master Teacher Specialization Options (see specialization list) ......6
TOTAL CORE UNITS REQUIRED.................................32

GENERAL EDUCATION UNITS ........................................16

To be eligible for the Child Development Permit (Teacher) students must complete 16 units in general education categories which meet graduation requirements and with at least one course in each of the following areas: English, Humanities, Social Science, Math/Science. Please refer to the General Education Requirements for a list of acceptable courses. Students must also complete experience requirements for the particular permit for which you are applying. See ECE Department for further information.

TOTAL UNITS REQUIRED.................................................48

Master Teacher Specialization Options

Select one (1) six-unit option below:

Note: Courses may not double count for core and specialization

Infant and Toddler Care ......................................................... 7 units
ECE 330 Infant Development (3)
A minimum of 3 units from the following:
ECE 331 Education and Care of Infants (3)
ECE 334 Laboratory with Infants and Toddlers (1)
ECE 402 Infants with Atypical Development (3)

School-Age Care ................................................................. 6 units
ECE 356 Programs for School-Age Children (3)
And a combination of the following to total three (3) units:
ENGD 320 Tutoring Elementary Students in Reading (3)
PET 306/ECE 364 Fundamentals of Games & Rhythm (2) and 1 unit of Physical Education activity
or ECE 498 With field or practicum placement in a school-age program (1)

Children's Health, Safety and Nutrition .................................. 6 units
ECE 415/NUTRI 320 Children's Health, Safety & Nutrition (3)
NUTRI 300 Nutrition (3)

Antibias Experiences ......................................................... 6 units
Select one of the following:
ANTH 310 Cultural Anthropology (3)
BUS 330 Managing Diversity in the Workplace (3)
SOC 321 Race, Ethnicity and Inequality in the U.S. (3)
COMM 325 Intercultural Communication (3)

One foreign language course selected from Spanish or Vietnamese
Note: Not all foreign language courses will transfer. Check with a counselor.

Children with Exceptional Needs ..................................... 6 units
ECE 400 Children with Exceptional Needs (3)
or ECE 404 Children with Special Needs (3)
AND
SILA 338 American Sign Language for Use with Infants and Young Children (3)
or ECE 402 Infants with Atypical Development (3)

Developmentally Appropriate Curriculum .......................... 6 units
ECE 326 Making Learning Visible through Observation and Documentation (3)
ECE 342 Constructive Math and Science in ECE (3)
ECE 343 Language and Literacy Development in Early Childhood (3)
ECE 365 Creative Projects and Experiences for Young Children (3)
CERTIFICATE
Early Childhood Education -
Special Needs Family Support Specialist
CODE #1603

This program offers a hands-on approach to learning skills in working with young children from birth through the age of 12 with special needs. Coursework also includes training in family support and early intervention strategies.

The program meets the course requirements for teachers and directors of private child care programs licensed by the California State Department of Social Services (Title 22). In addition, the program meets the coursework requirements for the Child Development Permit issued by the California Commission on Teacher Credentialing.

Note: Students planning to enroll in Work Experience or practicum classes (ECE 320, ECE 321, ECE 334, ECE 350 and ECE 498) must show evidence of TB clearance before working with children.

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE 300</td>
<td>Introduction to Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 320</td>
<td>Principles and Practices in ECE</td>
<td>4</td>
</tr>
<tr>
<td>ECE 404</td>
<td>Children with Special Needs</td>
<td>3</td>
</tr>
<tr>
<td>ECE 430</td>
<td>Culture and Diversity in ECE</td>
<td>3</td>
</tr>
<tr>
<td>ECE 402</td>
<td>Infants with Atypical Development</td>
<td>3</td>
</tr>
<tr>
<td>ECE 440</td>
<td>Introduction to Family Support Services in Early Childhood Education</td>
<td>3</td>
</tr>
<tr>
<td>ECE 442</td>
<td>Advanced Studies in Family Support Services</td>
<td>3</td>
</tr>
<tr>
<td>FCS 312</td>
<td>Child Development</td>
<td>3</td>
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<tr>
<td>or PSYC 372</td>
<td>Child Development (3)</td>
<td>3</td>
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<tr>
<td>or ECE 312</td>
<td>Child Development (3)</td>
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<tr>
<td>FCS 314</td>
<td>The Child, the Family and the Community</td>
<td>3</td>
</tr>
<tr>
<td>or ECE 314</td>
<td>The Child, the Family and the Community</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED: 28

1 practicum to be completed in a full inclusion program

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EARLY CHILDHOOD EDUCATION (ECE)

ECE 106
Parenting Through Participation 1 Unit
Prerequisite: None
Hours: 9 hours LEC; 36 hours LAB
This course is primarily designed for student parents who have their children enrolled in CRC's Child Development Center, but others interested in learning parenting skills by practicing are also encouraged to enroll. May be repeated for a maximum of four units.

ECE 295
Independent Studies in Early Childhood Education 1-3 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

ECE 299
Experimental Offering in Early Childhood Education .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

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ECE 300
Introduction to Early Childhood Education 3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course will introduce students to the field of early childhood education, including an overview of the history of the field, current curriculum approaches, and programs serving children from infancy through the school-age years. It reviews the current status of education of young children, with a focus on integrated education. Students will learn and apply skills in observing young children, documenting the work of young children, and interpreting these documents in order to plan subsequent curriculum. Opportunities to observe in a variety of early childhood education settings will be included. This class will prepare students with background and skills they need before entry into the student teaching laboratory classes.

ECE 302
Computer Skills for Educators 3 Units
Same As: CISC 303
Prerequisite: None.
Advisory: BUSTEC 302
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed for educators of young children. The course will provide a comprehensive overview of the use of computer technology in the classroom in order to enhance the education advancement of the child and facilitate ease of instruction and administration for the teacher. The course will provide hands-on experience in the use of computer applications, educational software, and problem-solving skills. This course is the same as CISC 303, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

ECE 304
Family to Family:
Introduction to Family Child Care 1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC
This course is an orientation to Family Child Care including local regulations, health and safety, curriculum, behavior management, and business requirements of in-home child care services.

ECE 312
Child Development 3 Units
Same As: FCS 312
Prerequisite: None.
Advisory: ENGWR 101 or 103; or ESL 320, ESLR 320, and ESLW 320.
General Education: AA/AS Area III(b); CSU Area D7; CSU Area D9; CSU Area E1; IGETC Area A4I
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course is a study of the physical, cognitive, social and emotional development of the child from the prenatal period through adolescence. In this foundation course, students will examine children as individuals and the environmental influences that impact their growth and development. This course is the same as FCS 312 and only one can be taken for credit. See “Cross-Listed Courses” in the catalog.
ECE 314  
The Child, the Family and the Community  3 Units  
Same As: FCS 314  
Prerequisite: None.  
Advisory: ENGWR 101 or 103; or ESLL 320, ESLR 320, ESLW 320.  
General Education: AA/AS Area III(b); CSU Area D7; CSU Area E1;  
IGETC Area 4G  
Course Transferable to UC/CSU  

This is a fundamental course that examines the child in the family and the environmental influences on his/her growth and development; including gender, media, sexual orientation, social class/ethnic groups, special needs and their relationship to family behavior. Community resources available to support family systems and dynamics will be examined.

ECE 320  
Principles and Practices in Early Childhood Education  4 Units  
Prerequisite: ECE 300; FCS 312 or PSYC 372 with grades of "C" or better.  
Course Transferable to CSU  
Hours: 36 hours LEC; 108 hours LAB  

This laboratory class provides experience working with children in an early childhood setting under the supervision of a mentor teacher. Students will be assigned to the campus child development centers or centers with approved mentor teachers for the supervised laboratory experience. Lectures cover principles and practices behind effective education of young children. Students gain experience in planning, implementing, and interpreting activities with young children; in creating settings for learning with a classroom; and in guiding children’s behavior. Laboratory provides opportunities for applying these key-teaching principles in practical situations. Before beginning lab assignments, students must show proof of TB clearance.

ECE 321  
Advanced Principles and Practices in Early Childhood Education  4 Units  
Prerequisite: ECE 300, ECE 320; FCS 312 or PSYC 372 with a grade of "C" or better.  
Course Transferable to CSU  
Hours: 36 hours LEC; 108 hours LAB  

This advanced laboratory class provides experiences in applying principles of overall early childhood curriculum design and effective classroom management. While working with children in an early childhood setting under the supervision of a mentor teacher, students will build on introductory experiences offered in ECE 320. Students will be assigned to the campus child development centers or centers with approved mentor teachers for the supervised laboratory experience. Lecture and laboratory components provide opportunities to plan, provision, and supervise the overall learning setting. Course work is aimed at mastering classroom leadership in the areas of child observation, documentation of children’s work, child assessment, guidance of behavior, group management, collaborative teaching and effective oversight of long-term study projects. Before beginning lab assignments, students must show proof of TB clearance.

ECE 325  
Making Learning Visible Through Observation and Documentation  3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  

This course is designed to acquaint students with the process of observation and documentation, from a Reggio Emilia perspective. The course will focus on the documentation of children’s thoughts, ideas, experiences and memories as they engage in the investigation of a project. Students will learn the process of preparing and displaying documentaries of the children’s experiences to enhance group and individual learning.

ECE 330  
Infant Development  3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  

This course covers infant development from conception through three years of age. Students will apply current research to the preparation for conception, birth, and raising children in the first three years of life. Students will learn strategies for caring for infants at each developmental stage. This course is for parents or professionals working with infants in health fields, education, or social services.

ECE 331  
Education and Care of Infants in Group Settings  3 Units  
Prerequisite: ECE 312, ECE 330, or FCS 312 with a grade of "C" or better.  
Course Transferable to CSU  
Hours: 54 hours LEC  

This course applies current research in infant development to the teaching and care of infants in group settings. Early childhood education principles and practices are emphasized in the application of care and education of infants from birth to three years of age. Students will learn strategies for designing, implementing, and evaluating group care programs for infants and toddlers.

ECE 334  
Laboratory with Infants and Toddlers  1 Unit  
Prerequisite: None  
Corequisite: ECE 331; may be taken previously.  
Grade of "C" or better required to meet corequisite.  
Course Transferable to CSU  
Hours: 54 hours LAB  

This class provides experience working with infants and toddlers in a group care program. It is designed as a practicum/laboratory for those who have completed or are enrolled in ECE 331. This course requires participation in a designated, supervised infant-toddler care setting for three hours per week with infants and/or toddlers. A current, yearly TB test is required prior to starting lab hours.
ECE 342
Constructive Math and Science in Early Childhood Education  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC

The course is an introduction to the constructivist approach to teaching pre-math and science in early childhood education. The content and teaching techniques support the perspective that children construct knowledge through a dynamic, interactive process that facilitates their development of working theories relating to math and science.

ECE 343
Language and Literacy Development in Early Childhood  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC

This course will prepare current or future early childhood educators and caregivers to understand and enhance the emergent literacy experiences of young children. The knowledge of developmentally appropriate literacy practices will improve the early childhood educators’ abilities to prepare children from birth to age 5 for reading and writing in the primary grades.

ECE 350
Introduction to Elementary Teaching with Field Experience  3 Units
Prerequisite: None.
Advisory: FCS 312 or PSYC 372
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB

This course is a career exploration course with an early field experience for those students considering the field of K-8 teaching. It includes a supervised field placement and four hours weekly in a local elementary school in addition to weekly class meetings on campus. It will also fulfill one of the early field experiences for the CSUS blended liberal studies major. Course content includes the profession and culture of teaching, observation skills, communication skills, diversity and social issues among others. Students' field experiences will integrate and apply the course content. Students will also complete a service learning project at participating schools.

ECE 356
Programs for the School-Age Child  3 Units
Prerequisite: FCS 312 or PSYC 372. Grade of “C” or better required to meet prerequisite.
Course Transferable to CSU
Hours: 54 hours LEC

This course will present the fundamentals of planning, implementing and evaluating programs for before- and after-school care of school-age children (K-6). Course emphasis is on developmental levels, age-appropriate activities and day-to-day program operation. Field trip may be utilized to enhance classroom instruction.

ECE 364
Fundamentals of Movement and Rhythm in Early Childhood Education  2 Units
Same As: PET 306
Prerequisite: None.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

This course is designed for early childhood, elementary education, and recreation majors. Recommended for physical education majors. Early childhood education, elementary and lead-up games for individuals and team sports, stunts, tumbling, and elementary and culturally diverse rhythms and dances will be practiced. This course is the same as PET 306, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

ECE 365
Creative Projects and Experiences for Young Children  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC

This course prepares teachers in early childhood education with strategies for promoting children's creativity through experiential projects and experiences. The focus will be on observing children's natural ways of exploring their environment and on the learning strategies needed to facilitate and document children's learning and emerging skills. Students will evaluate and design creative early childhood environments which promote a project approach and a Reggio Emilia perspective.

ECE 400
Children with Exceptional Needs  3 Units
Prerequisite: FCS 312 or PSYC 372 with a grade of “C” or better.
Course Transferable to CSU
Hours: 54 hours LEC

This course will present the characteristics of exceptional children; assessment techniques and curriculum design; community resources and current issues; observation in public and private school classrooms and agencies. Field trips will be used to support classroom instruction.

ECE 402
Infants with Atypical Development  3 Units
Prerequisite: FCS 312 or PSYC 372 with a grade of “C” or better.
Course Transferable to CSU
Hours: 54 hours LEC

This course will examine the developmental characteristics, assessment techniques, methods of intervention, natural environments, community and family resources, and current issues of the atypical infant from birth through age three. Students will understand and practice the early intervention techniques the very young children with special needs and disabilities require in the developmental areas of sensory stimulation and integration, gross and fine motor control, cognitive, language, social and self-help skills. The course will explore the community services and agencies that offer family support as well as the laws related to the atypical infant/toddler. Career and vocational opportunities in the fields related to special needs infant/toddlers and the various roles of the multi-disciplinary teams that develop the IFSP will be examined.
ECE 404  
Children with Special Needs  3 Units  
Prerequisite: FCS 312 or PSYC 372. Grade of "C" or better required to meet prerequisite.  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course is designed to provide a broad overview of the characteristics, assessment techniques, methods of intervention, natural environments, community and family resources, and current issues of young children from birth to age eight with special needs and disabilities. The focus is to increase the awareness and understanding of children's individual needs in and early childhood setting and to provide practical information to those currently involved with children with special needs. Observations in public and private children's centers, schools and agencies are required.

ECE 410  
Health and Safety in Child Care Settings  1 Unit  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC  
This course covers health and safety issues in child care centers and family day care homes. It includes pediatric cardiopulmonary resuscitation, pediatric first aid, and preventative health practices. To receive American Red Cross certification, students must successfully demonstrate competency.

ECE 411  
Health and Safety in Child Care Settings  .5 Unit  
Prerequisite: None  
Course Transferable to CSU  
Hours: 8 hours LEC  
This module covers health and safety issues in child care settings and family day care homes. Course content includes injury prevention, preventative health care practices such as control of infectious diseases, nutrition issues, sanitation, emergency preparedness and evacuation. This course has no renewal requirement.

ECE 412  
Pediatric CPR  .25 Unit  
Prerequisite: None  
Course Transferable to CSU  
Hours: 6 hours LEC  
This module covers pediatric cardiopulmonary resuscitation (CPR). Successful students earn certification which must be renewed every year to remain current. This course may be taken four times for credit.

ECE 413  
Pediatric First Aid in Child Care Settings  .25 Unit  
Prerequisite: None  
Course Transferable to CSU  
Hours: 4 hours LEC  
This module covers pediatric first aid in child care settings and family day care homes. Successful students earn Pediatric First Aid certification which must be renewed every two years to remain current (effective as of 9/1/99). This course may be taken four times for credit.

ECE 415  
Children's Health, Safety and Nutrition  3 Units  
Same As: NUTRI 320  
Prerequisite: None.  
Advisory: NUTRI 300  
General Education: AA/AS Area III(b)  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course examines basic nutrition, health, and safety needs of children from the prenatal period through school age. Students will identify the nutrients in foods as they affect a child's physical and mental development. Course emphasis is placed on maintaining the optimal health, safety, and nutritional status of children at home and in group care. Projects relating to children's nutrition, health, and safety are required as part of the course. This course is the same as NUTRI 320, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

ECE 420  
Administration of Child Development Centers  3 Units  
Prerequisite: FCS 312 or PSYC 372; ECE 320. Grade of "C" or better required to meet prerequisite.  
Course Transferable to CSU  
Hours: 54 hours LEC  
This is an introductory course in the elements of program planning, budgeting, supervision and personnel administration for public and private centers and schools serving young children.

ECE 422  
Advanced Coordination and Supervision of Child Development Programs  3 Units  
Prerequisite: FCS 312 or PSYC 372; ECE 320 and ECE 420. Grade of "C" or better required to meet prerequisite.  
Course Transferable to CSU  
Hours: 54 hours LEC  
This is an advanced course in administration and coordination of multi-faceted Child Development Programs. The emphasis of the course will be on publicly funded programs and personnel management. This course meets the requirements of the Education Code under Title 5, and the Commission of Teacher Credentialing.

ECE 424  
Adult Supervision: Mentoring in a Collaborative Learning Setting  2 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 36 hours LEC  
This course is a study of the methods and principles of collaborative learning, with emphasis on supervising adults working in child care centers. Emphasis is placed on the role of a mentor who functions to guide the teaching team while simultaneously addressing the needs of children, parents and their staff. This course satisfies the adult supervision requirement for receiving a supervising teacher permit from the California Commission on Teacher Credentialing.
ECE 430
Culture and Diversity in Early Childhood Education 3 Units
Prerequisite: None.
General Education: AA/AS Area VI
Course Transferable to CSU
Hours: 54 hours LEC
This course covers culturally responsive care and education in early childhood settings. It includes the study of socio-cultural, and political issues as they vary across the diverse cultures represented in the classroom and how they impact a child's development. Included are strategies for helping children negotiate and resolve conflicts caused by cultural differences, with a focus on using an anti-bias approach in the classroom. The contribution of historically underrepresented groups to society will be addressed with the intention of promoting the concepts of equality, justice and inclusion for all aspects of human diversity (culture, race, ethnicity, gender, sexual orientation, ability, and age) is explored. Teaching strategies which prevent and eliminate the development of prejudice and racism in growing children will be covered.

ECE 440
Introduction to Family Support Services in Early Childhood Education 3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course will cover topics that provide support services to families as they identify their own goals, nurture the development of children in the context of their family and culture, and advocate for communities that are supportive to children and families of all cultures. This will include building family relationships, accessing community services and enhancing problem solving skills.

ECE 442
Advanced Studies in Family Support Services 3 Units
Prerequisite: ECE 440. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 54 hours LEC
This course will provide students with advanced information and techniques needed to support families to reach their goals toward self-reliance. Students will gain knowledge of the principles of empowerment-based family assessment as well as obtaining the skills to support families to build strong relationships with their community.

ECE 494
Topics in Early Childhood Education .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Designed to give students an opportunity to study topics in Early Childhood Education which are not included in current course offerings. Topics may include, but are not limited to: Management of Family Day Care Homes; Guidance of the Special Child in Everyday Living; Behavior and Discipline; Children in Crisis; The Single Parent Family; and Cross-Cultural Experiences with Children and Families. May be repeated for credit providing there is no duplication of topics.

ECE 495
Independent Studies in Early Childhood Education 1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

ECE 498
Work Experience in Early Childhood Education 1-4 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

ECE 499
Experimental Offering in Early Childhood Education .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

See next page for a special Department / Course Certificate Matrix
# ECE DEPARTMENT COURSE / CERTIFICATE MATRIX

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<thead>
<tr>
<th>Certificate/ Degree</th>
<th># of Units</th>
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<th>ECE 1 FCS 314</th>
<th>ECE 300</th>
<th>ECE 320</th>
<th>ECE 420</th>
<th>ECE 402</th>
<th>ECE 330</th>
<th>ECE 334</th>
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<th>ECE 356</th>
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<th>ECE 410</th>
<th>ECE 422</th>
<th>ECE 304</th>
<th>ECE 364</th>
<th>ECE 430</th>
<th>ECE 440</th>
<th>ECE 442</th>
<th>ECE 498</th>
<th>Electives or Gen. Ed. Units / Specialization</th>
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<td>ECE, Assistant Teacher</td>
<td>7</td>
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<td>ECE, Associate Teacher</td>
<td>14</td>
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<td>ECE, Home Early Care &amp; Education</td>
<td>16-17</td>
<td>X</td>
<td>X</td>
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<td>Special Needs Family Support Specialist</td>
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<td>ECE, Infant Specialist</td>
<td>21</td>
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<td>ECE, School-Age Child Care</td>
<td>20-21</td>
<td>X</td>
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<td>ECE, Program Management</td>
<td>24</td>
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<th># of Units</th>
<th>ECE 1 FCS 312</th>
<th>ECE 1 FCS 314</th>
<th>ECE 300</th>
<th>ECE 320</th>
<th>ECE 420</th>
<th>ECE 402</th>
<th>ECE 330</th>
<th>ECE 334</th>
<th>ECE 400</th>
<th>ECE 356</th>
<th>ECE 404</th>
<th>ECE 410</th>
<th>ECE 422</th>
<th>ECE 304</th>
<th>ECE 364</th>
<th>ECE 430</th>
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<th>ECE 442</th>
<th>ECE 498</th>
<th>Electives or Gen. Ed. Units / Specialization</th>
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<tr>
<td>ECE, Master Teacher (CD Permit) 26 ECE + 6 Specialization in ECE + 16 Gen.Ed.</td>
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<td>AA Degree in ECE 33 major + Gen Ed=60</td>
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<tr>
<td>AA Degree in ECE/ Site Supervisor (CD Permit) 32 major + Gen Ed = 60</td>
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</table>

* = Work experience placement related to specific age or group

or = OPTION - See Certificate description
Combines with business, computer information science, journalism, human services, political science, social science, or history for an excellent background in any career field

Program Description
Economic studies analyze how people and societies produce various commodities and distribute them for consumption, now or in the future. CRC’s economics offerings include the study of the American economic system, using techniques for the analysis of contemporary economic problems. There is an emphasis on developing the ability to exercise sound judgment in evaluating public policy issues.

Career Opportunities
Accountant
Arbitrator
Attorney
Budget Analyst
Business Analyst
Business Conditions
Commodity Price Forecaster
Commodity Economist
Economic Analyst
Economic Forecaster
Industrial Relations Specialist
Investment Analyst
Labor Economist
Macro Economist
Manpower Economist
Natural Resource Economist
Operations Research Analyst
Project Economist
Research Economist

Most Career Opportunities require more than two years of study.

Highlights
- Knowledgeable instructors and professionals in their fields
- Good general overview and conceptual framework of economic issues
- Opportunity to combine with business and other related areas of study for a more comprehensive education
- Transfer opportunities
- A lab with tutorial assistance

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

ECONOMICS (ECON)

ECON 100
Introduction to Economics 3 Units
Prerequisite: None.
General Education: AA/AS Area V(b)
Hours: 54 hours LEC
This course introduces the purpose, terminology, and basic concepts of economic theory. It examines the fundamental economic problem of scarcity and describes how our society is organized to deal with scarcity. It considers some of the problems (unemployment, inflation, national debt, poverty, crime, pollution, etc.) that economic theory may help explain.

ECON 299
Experimental Offering in Economics .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

ECON 302
Principles of Macroeconomics 3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); CSU Area D2; IGETC Area 4B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a graphical and functional analysis of the economy as a whole. It focuses on the economy’s well-being, problems, and possible solutions. Major topics include: basic economic analysis, demand, supply, and equilibrium in a market; macroeconomic sectors, goals, and problems (unemployment, inflation, business cycle, and government budget deficit); the economy’s output, income, and price level; aggregate demand, aggregate supply, and equilibrium; and macroeconomic policies (fiscal and monetary). Time permitting, related topics such as international trade, international finance, and economic growth may also be discussed. Course work includes doing arithmetic problems, solving algebraic equations, and graphing straight and curvilinear lines.
ECON 304
Principles of Microeconomics 3 Units
Prerequisite: None.
General Education: AA/AS Area V(b);
CSU Area D2; IGETC Area 4B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a graphical and functional analysis of the units (sectors) making up the economy. The focus is on the sectors' choices and interactions, microeconomic goals (efficiency and equity), problems, and solutions. Major topics include basic principles of economics; basic economic analyses; demand, supply, and equilibrium in a market; markets and applications; costs and production; product and resources markets; and microeconomic problems (externalities, public goods, and income inequality). Time permitting, related topics such as international trade and health economics may also be discussed. Course work includes doing arithmetic problems, solving algebraic equations, and graphing straight and curvilinear lines.

ECON 320
Concepts in Personal Finance 3 Units
Same As: BUS 320
Prerequisite: None.
Advisory: BUS 105
General Education: AA/AS Area V(b)
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to assist individuals in analyzing their financial affairs. Elements and conceptual basis of financial planning, analysis, and decision making in areas of budgeting, taxes, borrowing, money management, insurance, investments, and retirement will be examined with an emphasis on principles to develop students' economic decision making. Students will be using mathematical concepts as well as reading and interpreting written and oral instructions. The course provides a solid base for a career in financial planning services. This course is the same as BUS 320, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

ECON 495
Independent Studies in Economics 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

ECON 499
Experimental Offering in Economics 0.5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB
DEGREE
A.A. — Liberal Studies for Elementary Education

CERTIFICATE
Elementary School Teacher Assistant (see page 149)

Program Description
This major is designed for students who wish to be teachers in public and private elementary schools. Further education at the university level will be required to fulfill all requirements for a teaching credential authorizing service in California public schools.

Career Opportunities
Teacher, primary grades
Teacher, intermediate grades
Instructional / Teaching Assistant

Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
This major is especially designed for students who plan to transfer into California State University, Sacramento’s Blended Teacher Preparation Program. This program provides all of the lower division courses necessary to gain admission to the university and the Elementary Teacher Blended Credential Program.

Other CSUS Requirements:
- Foreign Language: For graduation from CSUS, students must fulfill the Foreign Language requirement. For other exemptions, see coordinator or a counselor.
- Grade point average must be 2.67 in transferable baccalaureate courses.
- The Writing Proficiency Exam (WPE) should be taken at CSUS shortly after completing Critical Thinking (ENGWR 302).
- The Intermediate Algebra Diagnostic exam should be taken shortly after completing Intermediate Algebra (MATH 125).
- It is recommended that the CBEST be taken anytime after taking ENGWR 300, ENGWR 302, and MATH 310.
- Students should accumulate a portfolio of their course work, obtain a letter of recommendation from their field experience cooperating teacher, and check with their counselor for other CSUS application and admission requirements.

Other Associate in Arts degree requirements:
- Physical Education - any activity course
- Complete 60 units
- Students must meet the Reading Competency requirement through either assessment, a class, or a college-level reading examination.

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE:
A.A. — Liberal Studies for Elementary Education
CODE #1523

This major will provide a course of studies for students who want to transfer into CSUS’s Blended Teacher Preparation Program. It will provide all of the lower division courses necessary to gain admission to the credential program. It will also provide requirements necessary for transfer.

Blended Elementary Teacher Education Program (BETEP) is designed for students who know they wish to become elementary school teachers. Please check with a counselor every semester to obtain current information about possible changes in the articulated courses and program status.

REQUIRED PROGRAM.......................................................... Units
ENGWR 300 College Composition................................................3
COMM 361 The Communication Experience ..............................3
ENGED 305 Structure of English.................................................3
ENGWR 302 Adv Composition & Critical Thinking.......................3
MATH 310 Mathematical Discovery............................................3
BIOL 307 Biology of Organisms................................................4
GEOL 305 Earth Science............................................................3
GEOL 306 Earth Science Laboratory............................................1
HIST 312 History of U.S. to 1865.................................................3
ECON 302 Principles of Macroeconomics.................................3
POLS 301 Intro to Govt: United States .......................................3
HIST 307 History of World Civilizations to 1500.........................3
HIST 308 History of World Civiliz, 1500 to Present......................3
FCS 312 Child Development or PSYC 372 Child Development........3
ENGED 320 Tutoring Elem Children in Reading...........................3
ECE 350 Intro to Elem Teaching with Field Experience.................3
SOC 321 Race, Ethnicity & Inequality in the U.S. or COMM 325 Intercultural Communication or ENGLT 336 Race & Ethnicity in Contemp Amer Lit...............3
ART 430 Art and Children.........................................................3
TOTAL UNITS REQUIRED....................................................53

Other Requirements: For graduation from CSUS, students must fulfill the Foreign Language requirement.

G.E. Graduation Requirements for this degree - See pages 20-21.
Emergency Medical Technology

CERTIFICATE
Emergency Medical Technician

EMERGENCY MEDICAL TECHNICIAN
EMTs are the backbone of the Emergency Medical Services (EMS) system throughout the nation, helping to reduce injury severity and death at the scene of an accident or sudden illness and during transportation to a medical facility.

Program Description
CRC's Emergency Medical Technology 100 course is designed to provide the student with the skills and knowledge to apply for certification as an Emergency Medical Technician (1) and is approved by the Sacramento County Health Department, Division of Emergency Medical Services, the certifying agency for Sacramento County. This certification is mandatory for all personnel who wish to pursue a career working on an ambulance. EMT (1) certification is also a pre-employment requirement for many fire departments. Together with varying levels of actual on-the-job experience, it is often required for admission to Paramedic training programs throughout the state.

CRC’s EMT students will gain actual experience by spending eight hours off-campus in operating ambulance units and an additional eight hours in a hospital emergency department.

Career Opportunities
EMT(1) Fire Service

(With additional training):
Ambulance Technician Firefighter
Rescue Worker Paramedic
Emergency Medical Dispatcher

Highlights
• Hands-on experience provided in administering proper emergency medical care
• Preparation for the EMT(1) Certificate
• Recertification
• Hospital Emergency Room observation time and opportunities to “ride along” in ambulances

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

CERTIFICATE
Emergency Medical Technician
CODE # 1508
The EMT certificate is aligned with the testing requirements of the Sacramento County Division of Emergency Medical Services for Basic Certification as an EMT 1, and the entrance requirements for the Paramedic program at American River College.

REQUIRED PROGRAM..........................................................Units
HEED 312 Community CPR (1) (or Adult, Child, Infant CPR Certificate) (0) and
HEED 313 Standard First Aid (1) (or Standard First Aid Certificate) (0) or
HEED 314 Community First Aid and Safety (2) (or CPR & Standard First Aid Certificate) (0)................. 0-2
HEED 320 CPR-BLS for the Professional Rescuer (2) (or CPR Professional Rescuer Certificate) (0)......... 0-2
BIOL 102 Introduction to Concepts of Human Anatomy & Physiology............................................... 4
EMT 100 Emergency Medical Technician-Basic .................................. 5
TOTAL UNITS REQUIRED.................................................. 9-13

EMERGENCY MEDICAL TECHNOLOGY (EMT)

EMT 100
Emergency Medical Technician - Basic 5 Units
Prerequisite: HEED 314 (or HEED 312 and HEED 313) and HEED 320; or equivalent certification (CPR for the Professional Rescuer from the American Red Cross or Healthcare Provider from the American Heart Association, AND Standard First Aid or First Aid Basics from American Red Cross). Grades of "C" or better required to meet prerequisite. All cards must be current.
Hours: 72 hours LEC; 72 hours LAB

This course instructs students to the level of Emergency Medical Technician-Basic. The EMT-Basic serves as a vital link in the health care team providing emergency pre-hospital care for basic life support with ambulance service, fire service, or other specialized services. Students spend ten hours off-campus in a hospital emergency room and/or in an operational ambulance. The course is in compliance with Title 22, Division 9, Chapter 2, of the California Code of Regulations. Students with an 80% grade or higher receive a course completion certificate, and are eligible to apply for the exam administered by the County of Sacramento for certification as an Emergency Medical Technician I.
EMT 102
Emergency Medical Technician - Basic Refresher  1 Unit
Prerequisite: EMT 100 or current/prior certification as an EMT-1.
Grade of "C" or better required to meet prerequisite
Hours: 24 hours LEC; 4 hours LAB
This course updates the techniques and current knowledge of persons employed in providing emergency care service. The course is in compliance with Title 22, Division 9, Chapter 2, of the California Code of Regulations. Students receiving an 80% grade or higher receive a course completion certificate. This course may be taken four times for credit.

EMT 298
Work Experience in Emergency Medical Technology  1-4 Units
Prerequisite: None
Hours: 60-300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

EMT 299
Experimental Offering in Emergency Medical Technology  .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
Pre-Professional Transfer Opportunities

DEGREE
A.S.—Engineering

Program Description
CRC’s program provides the foundation in mathematics, physics, and engineering necessary to transfer to a university and complete a bachelor’s degree in engineering. Engineering involves the application of scientific and mathematical principles needed to solve practical technical problems. Although the first two years of engineering courses for all engineering degrees are similar, students should consult the lower division requirements of the institution to which they wish to transfer.

Career Opportunities
Aerospace Engineer
Chemical Engineer
Computer Engineer
Architectural Engineer
Civil Engineer
Electrical Engineer
Mechanical Engineer, and other types of engineers

Most Career Opportunities require a B.S. degree.

Highlights
• Challenging and rewarding classes that transfer to four-year universities
• A Mathematics, Engineering and Science Achievement (MESA) program

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.S.—Engineering
CODE #1482

This degree is designed to meet common lower division requirements for a major in Engineering.

REQUIRED PROGRAM............................................................Units

Civil/Mechanical Engineering Option:
CHEM 400 General Chemistry ............................................. 5
CISP 360 Introduction to Structured Programming ................. 4
ENGR 400 Introduction to Electrical Circuits and Devices .......... 3
ENGR 312 Engineering Graphics ........................................... 3
ENGR 420 Statics ............................................................... 3
ENGR 412 Properties of Materials ......................................... 3
MATH 400 Calculus I .......................................................... 5
MATH 401 Calculus II ......................................................... 5
MATH 402 Calculus III ....................................................... 5
MATH 420 Differential Equations .......................................... 4
PHYS 411 Mechanics of Solids and Fluids ......................... 4
PHYS 421 Electricity and Magnetism .................................... 4
TOTAL UNITS REQUIRED ................................................... 48

Electrical/Computer Engineering Option:
CHEM 400 General Chemistry ............................................. 5
CISP 360 Introduction to Structured Programming ................. 4
ENGR 400 Introduction to Electrical Circuits Devices .............. 3
MATH 400 Calculus I .......................................................... 5
MATH 401 Calculus II ......................................................... 5
MATH 402 Calculus III ....................................................... 5
MATH 420 Differential Equations .......................................... 4
PHYS 411 Mechanics of Solids and Fluids ......................... 4
PHYS 421 Electricity and Magnetism .................................... 4
TOTAL UNITS REQUIRED ................................................... 39

Electives:
(may be required at some universities; check university requirements):
Engineering 303, Introduction to Logic Design; Mathematics 410,
Linear Algebra; Physics 431, Heat, Waves, Light and Modern Physics.

G.E. Graduation Requirements for this degree - See pages 20-21.
ENGR 300
Introduction to Engineering  1 Unit
Prerequisite: None
Course Transferable to UC/CSU
Hours: 18 hours LEC
This course will provide students with information to evaluate the engineering profession as a personal career choice. Students will explore the branches of engineering and the different types of work that engineers do. Participants will investigate personal characteristics which contribute to being happy and successful engineers, and will examine their own traits. They will learn what preparation is needed and strategies for successful completion. Course participants will appreciate the role of engineers in society and understand the responsibilities of engineers in their service to society.

ENGR 303
Introduction to Logic Design  4 Units
Prerequisite: None
Advisory: Any previous or concurrent programming class. MATH 120.
Course Transferable to CSU
Hours: 54 hours LEC; 54 hours LAB
This is an introductory course in the fundamentals of designing digital computer hardware. This course covers: logic gates, binary number systems, conversion between number systems, Boolean algebra, Karnaugh maps, combinational logic, digital logic design, flip-flops, programmable logic devices (PLDs), counters, registers, memories, state machines, designing combinational logic and state machines into PLDs, and basic computer architecture. Lab emphasizes the use of a software equation entry tool, the use of schematic entry, and the use of a logic simulation tool. Lab assignments are design oriented. Required for Electrical/Electronics Engineering and Computer Engineering majors. Helpful for Computer Science majors. Recommended for students wishing to sample computer engineering, and for current and future electronics technicians.

ENGR 310
Engineering Survey Measurements  4 Units
Prerequisite: Completion of high school trigonometry or MATH 335.
Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This course covers the theory and practice of measurements for distance and direction, both horizontal and vertical. Applications include layouts, traverse adjustments, areas, state plane coordinates, boundary surveys, mapping, horizontal curves, vertical curves, and earthwork computations. Students will use equipment in the field, learn computational practices, and present project summaries. Students will make field measurements with both traditional and electronic equipment. This course is required for B.S. degrees in civil engineering at many universities.

ENGR 312
Engineering Graphics  3 Units
Prerequisite: None
Course Transferable to UC/CSU
Hours: 36 hours LEC; 72 hours LAB
Students will learn the graphical tools needed to develop and communicate engineering ideas. They will present three dimensional objects in drawings (basic drafting principles) and solve engineering problems by constructing views of objects from different points of view (descriptive geometry). Participants will create drawings using both pencil and paper and computer aided drafting/design (CAD). Students will learn the steps in a design process and will practice applying it. This course is primarily for Mechanical and Civil Engineering majors.

ENGR 400
Introduction to Electrical Circuits and Devices  3 Units
Prerequisite: PHYS 411. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 18 hours LAB
This course will provide engineering students with circuit analysis concepts and applications that will be of value in any engineering field as well as a solid foundation for electrical engineering and related majors. The course includes the analysis of circuits with resistors, inductors, capacitors, and independent and dependent voltage and current sources. Many analysis techniques will be applied to DC and AC circuits. Differential equations will be used to find the transient response of circuits. Power calculations will be performed on both DC and AC circuits, including an introduction to three-phase AC power. This course is required for most engineering Bachelors of Science degrees.

ENGR 412
Properties of Materials  3 Units
Prerequisite: CHEM 400 and PHYS 411 with grades of "C" or better
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This is an introductory course on the relationship of the internal structure of materials to their properties. Topics include crystalline structure, imperfections, phases and phase diagrams, steels and non-ferrous alloys, polymers, ceramics, semiconductors, and corrosion. Students will apply the concepts in laboratory activities and will use typical materials testing equipment and analysis techniques. This course is required for CRC’s A.S.-Engineering, Civil/Mechanical Engineering option degree, and many university engineering B.S. degrees.

ENGR 420
Statics  3 Units
Prerequisite: PHYS 411 and MATH 401. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course covers analysis of two and three dimensional force systems for bodies in static equilibrium. Vector and scalar analysis methods address forces acting on rigid bodies, trusses, frames, and machines. Students will calculate internal forces in members and will practice applying it. This course is required for most engineering majors.
ENGR 495
Independent Studies in Engineering  1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

ENGR 498
Work Experience in Engineering  1-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 60-300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

ENGR 499
Experimental Offering in Engineering  .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A.—English

Program Description
“Anyone who has read a great deal can imagine the new world that opened. Let me tell you something: from then until I left that prison, in every free moment I had, if I was not reading in the library, I was reading on my bunk. You couldn’t have gotten me out of books with a wedge . . . Up to then, I never had been so truly free in my life” ~ Malcolm X.

The CRC English department teaches skills that are universal to every other discipline. Taking courses in English increases the student’s chances of success in every other area the student chooses to pursue. The ability to read effectively and to write expressively will prove invaluable for any CRC student.

Career Opportunities
Advertising
Civil Servant
Contract Specialist
Information Specialist
Interpreter
Lexicographer
Librarian
Methods Analyst
Public Relations
Researcher
Technical Writer
Business
Columnist/Journalist
Editor/Evaluator
Insurance
Legislative Assistant
Manager
Program Developer
Publisher
Teacher
Writing Consultant

Some Career Opportunities may require more than two years of college study.

Highlights
- Numerous composition and literature courses
- Composition designed for all levels of ability
- Creative writing and writing for publication
- Exemplary faculty: creative, dedicated and innovative

NOT TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A.—English

The English major offers courses in literature, composition, and creative writing designed to enhance communication skills, deepen cultural awareness, provide a breadth of knowledge appropriate for many degree and vocational programs, and prepare students for transfer to four-year institutions, and for a baccalaureate major in English or related majors.

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
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</thead>
<tbody>
<tr>
<td>ENGW 300</td>
<td>College Composition</td>
<td>3</td>
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<tr>
<td>or</td>
<td>ENGW 302</td>
<td>Adv Comp &amp; Critical Thinking</td>
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<tr>
<td>ENGLT 320</td>
<td>American Literature</td>
<td>3</td>
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<tr>
<td>ENGLT 321</td>
<td>American Literature</td>
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<td>ENGLT 310</td>
<td>English Literature</td>
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<td>ENGLT 311</td>
<td>English Literature</td>
<td>3</td>
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<tr>
<td>Total Units Required</td>
<td>24</td>
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Electives - Six (6) units selected from the following:
- ENGEN 305 Structure of English (3)
- ENGEN 320 Tutor Elem Students in Reading (3)
- ENGW 330 Writing for Publication (3) or JOUR 340 Writing for Publication (3)
- ENGW 331 Writing for Publication (3)
- ENGCW 400 Creative Writing (3)
- ENGCW 410 Fiction Writing Workshop (3)
- ENGCW 420 Poetry Writing Workshop (3)
- ENGCW 430 Creative Non-Fiction Writing Workshop (3)
- ENGCW 452 College Literary Magazine (6)
- ENGCW 453 College Literary Magazine (6)
- ENGLT 336 Race & Ethnicity in Contemp American Literature (3)
- ENGLT 345 Mythologies of the World (3)
- ENGLT 360 Women in Literature (3)
- ENGLT 343 Contemporary Third World Literature (3)
- ENGLT 340 World Literature (3)
- ENGLT 341 World Literature (3)
- ENGLT 370 Children and Literature (3)
- ENGLT 330 African American Literature (3)
- ENGLT 303 Introduction to the Short Story (3)
- ENGLT 402 Intro to Shakespeare and Film (3)

TOTAL UNITS REQUIRED 24

G.E. Graduation Requirements for this degree - See pages 20-21.
ENGWR 41
Writing Skills 4 Units
Prerequisite: None
Hours: 72 hours LEC

This writing course, designed to prepare the student for ENGWR 51, will focus on reading and writing as integrally related skills. Students will study and practice such things as reading comprehension, the writing process, critical thinking, and creating clear and correct sentences as they develop the skills necessary to write a variety of focused, developed, organized paragraphs and/or short essays. Students will be responsible for writing at least eight full-process paragraphs/essays. This course may be taken two times for credit. It may include a departmental final.

ENGWR 42
Spelling 1 Unit
Prerequisite: None.
Hours: 18 hours LEC

This course consists of phonetic principles and basic spelling rules with intensive practice in their application. A unit of credit is awarded for each 18 hours of instruction. This course is graded on a credit/no credit basis. This course may be taken two times for credit.

ENGWR 44
Basics of Sentence Structure 1.5 Units
Prerequisite: None
Hours: 27 hours LEC

This course offers training in grammar, sentence building, correct usage, and punctuation. Recommended for students who wish to review basic principles of standard English as preparation or reinforcement for ENGWR 101 or ENGWR 300. This course is graded on a credit/no credit basis. This course may be taken two times for credit.

ENGWR 45
Basics of Vocabulary 1.5 Units
Prerequisite: None
Hours: 27 hours LEC

This course is for vocabulary improvement, specializing in the study of prefixes and other word parts. Graded on a credit/no credit basis. This course may be taken two times for credit with the recommendation of the instructor.

ENGWR 51
Developmental Writing 4 Units
Prerequisite: ENGWR 41 or equivalent skills demonstrated through the assessment process. Grade of "C" or better required to meet prerequisite.
Hours: 72 hours LEC

This writing course, designed to prepare students for ENGWR 101, will focus on reading and writing as integrally related skills. Students will study and practice reading comprehension, the writing process, critical thinking, and creating clear and correct sentences as they develop skills necessary to write a variety of focused, developed, organized paragraphs and essays. Students will be responsible for writing at least six full-process essays. This course may be taken two times for credit. It may include a departmental final.

ENGWR 54
Writing Center: Basic Skills .5-3 Units
Prerequisite: None
Corequisite: ENGWR 41 or 51.
Hours: 54 hours LAB

Individualized instructional modules designed to help the student acquire or improve writing skills in specific areas. Course offerings vary, depending upon the student's needs and abilities. A partial list includes the following: parts of speech, punctuation, and dictionary use (non-degree applicable modules). This course is graded on a credit/no credit basis. Writing modules may not be repeated for credit and are not substitutes for ENGWR 41, 51, 101, or 300, or for any of the ESL courses. Students may register up to the 14th week of the semester. Scheduling is flexible, to be agreed upon by the student and staff. This course may be repeated for credit up to a maximum of six units.

ENGWR 101
College Writing 4 Units
Prerequisite: ENGWR 51, or ESLW 320, or equivalent skills demonstrated through the assessment process. Grade of "C" or better required to meet prerequisite.
General Education: AA/AS Area II(a)
Hours: 72 hours LEC

This writing course, designed to meet writing proficiency requirements for graduation and to prepare the student for ENGWR 300, will focus on reading and writing as integrally related skills. Students will study and practice such things as the writing process, summarizing, critical thinking, creating clear/varied correct sentences and incorporating sources as they develop the skills necessary to write a variety of focused, developed, organized essays. Students will be responsible for writing at least six full-process essays (500 word minimum). This course may be taken two times for credit. The course includes a departmental final.

ENGWR 103
Practical Communication 3 Units
Prerequisite: ENGWR 51, or ESLW 320 and ESLR 320, or equivalent skills demonstrated through the assessment process. Grade of "C" or better required to meet prerequisite.
General Education: AA/AS Area II(a)
Hours: 54 hours LEC

The course provides instruction in analyzing and writing technical communication and reports, the techniques of which can be used for career and/or college work. Grammar instruction will be directed to help the student write concise and direct sentences, the type needed for technical communication. The course is designed to meet the writing competency requirement for graduation or to prepare students for ENGWR 300. This course may be taken two times for credit with the recommendation of the instructor.

ENGWR 299
Experimental Offering in English - Writing .5-4 Units
Prerequisite: None
Hours: 9 hours LEC
ENGWR 300
College Composition 3 Units
Prerequisite: ENGWR 101 or equivalent skills demonstrated through the assessment process. Grade of "C" or better required to meet prerequisite.
General Education: AA/AS Area II(a); CSU Area A2; IGETC Area 1A
Course Transferable to UC/CSU
Hours: 54 hours LEC

Instruction in critical thinking, reading and writing. The course is designed to help the student demonstrate, in both argumentative and expository prose, critical thinking, clear organization, precise diction, and appropriate style. Throughout the course, fluency and correctness are emphasized.

ENGWR 301
College Composition and Literature 3 Units
Prerequisite: ENGWR 300 with a grade of "C" or better
General Education: AA/AS Area I; CSU Area C2
Course Transferable to UC/CSU
Hours: 54 hours LEC

Introduction to literature and writing about literature through the development of essays based upon the assigned readings.

ENGWR 302
Advanced Composition and Critical Thinking 3 Units
Prerequisite: ENGWR 300 with a grade of "C" or better
General Education: AA/AS Area II(b); CSU Area A3; IGETC Area 1B
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course is designed for students who have had ENGWR 300 and who desire further instruction in the techniques of effective critical thinking as expressed in written argument and in the major principles of advanced composition and rhetoric.

ENGWR 309
Documenting Research for College Composition 1 Unit
Prerequisite: ENGWR 101 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
Advisory: LIBR 318.
Course Transferable to CSU
Hours: 18 hours LEC

This course provides a basic understanding of the principles and mechanics of documenting research while developing critical thinking skills by writing a researched argumentative essay that shows mastery of the Modern Language Association (MLA) documentation guidelines.

ENGWR 330
Writing for Publication 3 Units
Same As: JOUR 340
Prerequisite: ENGWR 300. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 54 hours LEC

This is an introductory course in writing nonfiction for publication. Emphasis will be on developing a saleable magazine article; finding ideas; analyzing magazines; writing a query letter; researching and interviewing; organizing, writing and illustrating an article. Individual and class criticism of student work will be featured. This course is the same as JOUR 340, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

ENGWR 331
Writing for Publication 3 Units
Prerequisite: ENGWR 300. Grade of "C" or better required to meet prerequisite.
Advisory: ENGWR 330.
Course Transferable to CSU
Hours: 54 hours LEC

This course offers a marketing approach to selling nonfiction writing. The course surveys consumer, general interest and specialty magazines, including trade journals, company publications, regional magazines and local markets. Activities will include the following: reporting on magazine categories; analysis of a variety of magazine article styles and types; writing and sending articles to the marketplace; individual and class criticism of student manuscripts. Emphasis will be placed on increasing freelance writing publication. The course may be taken two times for credit, with the understanding that many universities and four-year colleges place a nine-unit limit on transfer credit from advanced composition courses.

ENGWR 495
Independent Studies in English - Writing 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

ENGWR 499
Experimental Offering in English - Writing .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

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**ENGLISH - LITERATURE (ENGLT)**

ENGLT 303
Introduction to the Short Story 3 Units
Prerequisite: Eligibility for ENGWR 300.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC

Students will read, analyze, and discuss short stories by a wide variety of writers. Reading will emphasize American and British writers but will include authors from other countries as well. Thematic emphasis will focus on the connections between literature and the human condition.

ENGLT 309
Book Length Literature for Group Discussion 1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC

Designed to introduce students to book length literature, this course will allow students to read, analyze, and discuss both fiction and non-fiction works by a wide variety of authors. Using a seminar style, the class will meet approximately six times to explore the books. The instructor will select the first book; together, as a class, students will choose the remaining works for reading and discussion from an instructor approved list. This course may be taken two times for credit.
ENGLT 310  
English Literature  3 Units  
Prerequisite: Eligibility for ENGWR 300.  
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
Study of significant works of major English authors from Beowulf through Samuel Johnson, with consideration of the most important aspects of English literary history.

ENGLT 311  
English Literature  3 Units  
Prerequisite: Eligibility for ENGWR 300.  
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
Survey of significant works of major English authors from the beginning of Romanticism in the Eighteenth Century to the poetry of Dylan Thomas in the Twentieth Century, with consideration of the important aspects of English literary history.

ENGLT 320  
American Literature  3 Units  
Prerequisite: Eligibility for ENGWR 300.  
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
Survey of the more representative works in American literature from the beginning through the Civil War.

ENGLT 321  
American Literature  3 Units  
Prerequisite: Eligibility for ENGWR 300.  
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
Students will survey the representative works in American Literature after the Civil War.

ENGLT 330  
African American Literature  3 Units  
Prerequisite: ENGWR 101 with a grade of "C" or better; Eligibility for ENGWR 300.  
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
A survey of the most representative African American writers from the slave narrative to the present. The comprehensive literary study includes analysis of significant historical and cultural influences.

ENGLT 336  
Race and Ethnicity in Contemporary American Literature  3 Units  
Prerequisite: ENGWR 101 with a grade of "C" or better; or placement through the assessment process.  
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This class will examine literature written in the United States during the last 50 years in which the issues of race and racism, ethnicity and ethnocentrism, and culture and assimilation predominate the thematic concerns. All genres will be examined, as well as writers from many of the ethnic groups in America, including African Americans, Mexican Americans, Native Americans, and Asian Americans.

ENGLT 340  
World Literature  3 Units  
Prerequisite: Eligibility for ENGWR 300  
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course will acquaint students with a diverse range of literature from the Ancient World through the Renaissance. Students will identify the commonalities and differences in the myths, epic poetry, philosophy, sacred texts, lyric poetry, prose, and drama of early Middle Eastern, Asian, African, South American, European, and North American literatures. Moreover, students will analyze issues of ethnicity, ethnocentrism, racism, ageism, classism, gender inequity, and religious difference in this literature as a means of developing a common foundation for cultural awareness and tolerance. From this process, students will develop an appreciation for world literature and an understanding of how ethnocentrism, ethnicity, sexism, and racism have affected our institutions, attitudes, and thoughts, and a common foundation for cultural awareness and tolerance.

ENGLT 341  
World Literature  3 Units  
Prerequisite: Eligibility for ENGWR 300.  
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
Survey of significant masterpieces of Eighteenth, Nineteenth, and Twentieth Century literature.

ENGLT 343  
Contemporary Third World Literature  3 Units  
Prerequisite: Eligibility for ENGWR 300.  
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course is an introduction to literature of writers from Africa, Central and South America, Asia and the Middle East. Approached through the reading and discussion of all genre, basic elements of literature interpretation will be stressed to enhance understanding of the world view and culture of writers often not covered in other literature classes. A special effort will be made to sample recent Nobel Prize winners from each area of the world.
ENGLT 345
Mythologies of the World 3 Units
Prerequisite: Eligibility for ENGWR 300.
General Education: AA/AS Area I; AA/AS Area VI;
CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course examines some of the myths underlying the western world view, and recognizes diversity and commonality in myths from Middle Eastern,Native North American, African, Asian, and South American cultures. Students analyze, contrast, and compare myths on topics including the goddess culture, creation, the hero's journey, Judaeo-Christian themes, the dying god, and psychological applications. From this process, they will gain an understanding of ethnocentrism, ethnicity and racism and the impact of these on the American experience.

ENGLT 360
Women in Literature 3 Units
Prerequisite: ENGWR 101 with a grade of "C" or better;
Eligibility for ENGWR 300.
General Education: AA/AS Area I; AA/AS Area VI;
CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is designed for women and men who are interested in examining the roles women have occupied in literature, both as writers and as protagonists. Emphasis will be placed on literature that develops protagonists and explores literary themes that focus on women's experiences in childhood, adolescence, marriage, childbirth and child rearing, death, love, dependence, independence, and their own creativity. Female authors and protagonists from Western, Eastern, and Third World countries will be included. Male authors may also be included. Over the course of the semester, students will examine issues of ethnicity, ethnocentrism, racism, ageism, classism, gender inequity, and religious differences that are raised in the literature under discussion. In order to develop a sense of cultural tolerance to such issues, the literature will include a variety of genres, such as short stories, novels, plays, and poetry, the emphasis to be determined by the instructor.

ENGLT 370
Children and Literature 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed primarily for parents, prospective teachers, preschool workers and those in frequent contact with children and/or interested in literature written for children. Topics include wide reading of historical and contemporary children's literature, criteria for selection, and practice in storytelling and oral reading.

ENGLT 402
Introduction to Shakespeare and Film 3 Units
Prerequisite: ENGWR 101 with a grade of "C" or better;
Eligibility for ENGWR 300.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
In this course, students will draw connections between traditional and contemporary literary genres as they read William Shakespeare's plays and critically analyze film versions of these plays. Students will read and analyze a selection of Shakespeare's histories, comedies, tragedies, and romances in the context of Elizabethan drama. Then they will view a variety of cinematic interpretations of these plays and compare and contrast such elements as plot, character, theme, staging, and critical and directorial interpretation.

ENGLT 495
Independent Studies in English - Literature 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

ENGLT 499
Experimental Offering in English - Literature .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

ENGLISH - CREATIVE WRITING (ENGCW)

ENGCW 400
Creative Writing 3 Units
Prerequisite: Eligibility for ENGWR 300
General Education: AA/AS Area II(b); CSU Area C2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course is designed to guide students in creative writing through experience in three genres: short story, poetry, and plays. The course includes analysis of literary models (professional writings in each genre), individual and class criticism of work in a workshop mode, and lecture on and discussion of literary techniques in each genre. This course may be taken twice for credit or once in combination with ENGCW 410 and/or ENGCW 420.
ENGCW 410  
**Fiction Writing Workshop**  3 Units  
Prerequisite: Eligibility for ENGWR 300.  
General Education: AA/AS Area II(b); CSU Area C2  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 54 hours LEC  

This is a creative writing course designed for students who wish to concentrate on fiction writing. Through lecture, discussion, assigned reading, writing exercises, short story (or novel chapter) writing, and critiques of student writing in a workshop mode, the student will examine critically the elements of literary creation. The students will keep a journal and prepare a portfolio of their work. This course may be taken twice for credit, but only once in combination with ENGCW 400.

ENGCW 420  
**Poetry Writing Workshop**  3 Units  
Prerequisite: Eligibility for ENGWR 300.  
General Education: AA/AS Area II(b)  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 54 hours LEC  

This is a creative writing course for students who wish to concentrate on poetry writing. Through lecture, discussion, assigned reading, writing exercises, poetry writing, and critiques of student writing in a workshop mode, the students will examine critically the elements of literary creation. The students will keep a journal and prepare a portfolio of their work. This course may be taken twice for credit, but only once in combination with ENGCW 400.

ENGCW 430  
**Creative Non-Fiction Writing Workshop**  3 Units  
Prerequisite: Eligibility for ENGWR 300  
General Education: AA/AS Area II(b)  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 54 hours LEC  

This is a creative writing course concentrating on the literary essay. The class focuses on constructive in-class analysis of personal essays written by students. Students will write and critically examine essays such as the memoir, autobiography, reflective, and philosophical that have a literary, stylistic component. The class will also emphasize multi-cultural, multi-generational, mythological, and ecological topics. Students will prepare a portfolio of completed work. This course may be taken twice for credit, but only once in combination with ENGCW 400.

ENGCW 452  
**College Literary Magazine**  4 Units  
Prerequisite: None  
Advisory: Eligibility for ENGWR 300.  
Course Transferable to CSU  
Hours: 54 hours LEC; 54 hours LAB  

This course provides instruction in techniques and experience in writing, editing, and structuring the college literary magazine. Students will write, select, and edit manuscripts in the genres of poetry, short fiction, and creative non-fiction. They will also assist in converting accepted manuscripts onto computer disks and in promoting the college literary magazine through various fundraising and advertising activities. Access is provided to computers, laser printer, and other production equipment. A campus literary reading will be presented. This course may be taken twice for credit.

ENGCW 453  
**College Literary Magazine**  4 Units  
Prerequisite: None  
Advisory: Eligibility for ENGWR 300.  
Course Transferable to CSU  
Hours: 54 hours LEC; 54 hours LAB  

In this production semester, the course provides experiences and techniques in producing the college literary magazine, from selecting, writing, and editing manuscripts to actual formation of camera-ready final draft for publication. Discussions include text and art layout, CD-ROM development, and Internet applications. Access is provided to computers, laser printers, and other journalism equipment. A campus literary reading will be presented. This course may be taken two times for credit.

ENGCW 480  
**Honors Seminar: Creative Writing and Culture**  3 Units  
Prerequisite: None.  
General Education: AA/AS Area I; CSU Area C2  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 54 hours LEC  

This course is an honors seminar for students who wish to write fiction and to do so with an awareness of fiction's role in culture. Students will study the relationship between cultural events and literary conventions: connections, for example, between World War II and Hemingway's concise sentences, the birth of jazz and the language of the beatniks, Existentialism and Ralph Ellison's view of character, or the systematic repression of Native American languages and Joy Harjo's fluid syntax. While students become familiar with the history and cultural place of fiction, they will be writing and analyzing fiction of their own. Students will be encouraged both to "write from instinct" and to begin deliberately cultivating a style, identifying personal influences, and situating their writing in relation to major cultural events. This course may be taken only once for credit. Enrollment is limited to Honors Program students (see catalog).

ENGCW 495  
**Independent Studies in English - Creative Writing**  1-3 Units  
Prerequisite: None  
Course Transferable to CSU  
See UC Limitations & Counselor  
Hours: 18 hours LEC; 54 hours LAB  

ENGCW 499  
**Experimental Offering in English - Creative Writing**  .5-4 Units  
Prerequisite: None  
Course Transferable to CSU  
See UC Limitations & Counselor  
Hours: 18 hours LEC; 54 hours LAB
ENGLISH - READING (ENGRD)

ENGRD 13
Reading Center: Basic Reading Skills  .5-3 Units
Prerequisite: None.
Hours: 162 hours LAB
Individualized instruction modules at all skill levels designed to help the student acquire or improve reading skills in specific areas. Course offerings vary, depending upon the student's needs and abilities. A partial list includes the following: comprehension (all levels), vocabulary development (all levels), speed reading, critical reading, textbook reading, study skills, spelling improvement, tutor training. Credit/no credit. Reading modules may not be repeated for credit and are not substitutes for ENGRD 14, 15, 110, 310, or for any of the ESL courses. Students may register up to the 12th week of the semester. Scheduling is flexible and may be agreed upon by the student and staff. A maximum of six units may be earned.

ENGRD 14
Reading Skills  3 Units
Prerequisite: Reading skill demonstrated by the assessment process.
Advisory: Concurrent enrollment in ENGRD 45, ENGRD 44, and ENGLB 70.
Hours: 54 hours LEC
This reading course is designed to help students master the foundations of reading skill: word attack, vocabulary, development and basic comprehension. This course may be taken twice for credit with the recommendation of the instructor. Students are strongly encouraged to enroll in ENGLB 70 for access to individualized help in the Reading and Writing Center.

ENGRD 15
Basic Reading Skills  3 Units
Prerequisite: ENGRD 14 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
Advisory: Concurrent enrollment in ENGLB 70.
Hours: 54 hours LEC
This reading course is designed to help students master basic, pre-collegiate reading skills by developing vocabulary, literal and inferential comprehension, textbook reading techniques, and study skills and by reading for pleasure. Students may become more efficient readers by learning to vary rate and comprehension depending upon purpose for reading. This course may be taken twice for credit with the recommendation of the instructor. Students are encouraged to enroll in ENGLB 70 for access to individualized help in the Reading and Writing Center.

ENGRD 110
Comprehension Strategies and Vocabulary Development For College  3 Units
Prerequisite: ENGRD 15 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
Advisory: ENGLB 70 and ENGRD 51
Hours: 54 hours LEC
This reading course is designed to help students prepare for college level reading by refining vocabulary, literal and inferential comprehension skills, textbook reading techniques, and study skills and by reading for pleasure. Efficiency is gained by learning to vary rate and comprehension depending upon purposes for reading. This course may be taken twice for credit with the recommendation of the instructor. Students are encouraged to enroll in ENGLB 70 for access to individualized help in the Reading and Writing Center.

ENGRD 115
Technical Reading  3 Units
Prerequisite: ENGRD 110 or ESLR 320 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
Advisory: ENGLB 70.
Hours: 54 hours LEC
This course is designed to refine student's ability to read, understand and respond to college-level textbooks across the curriculum. Activities emphasize discipline-based vocabulary, reading strategies, critical thinking, interpretation of figures, facts, and data and reading rates as they relate to academic success. This course meets the Reading Competency requirement for the A.A. and A.S. degrees. Students are encouraged to enroll in ENGLB 70 for access to individualized help in the Reading and Writing Center.

ENGRD 299
Experimental Offering in English - Reading  .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

ENGRD 310
Prose Analysis and Interpretation  3 Units
Prerequisite: ENGRD 110 or ESLR 320 with a grade of "C" or better; or placement through the assessment process.
Advisory: ENGLB 70, ENGRD 101, or ESLR 320
General Education: AA/AS Area II(b)
Course Transferable to CSU
Hours: 54 hours LEC
This overview course covers the theory and practice of reading skills needed for proficient academic performance with emphasis on following: 1) critical and analytical evaluation of college level expository, narrative, descriptive, and argumentative essays, 2) vocabulary development, 3) critical analysis and evaluation of research, 4) application in multicultural essays, fiction and nonfiction reading, 5) development of flexibility of reading rate, and 6) application in textbook, fiction, and nonfiction reading. This course meets the reading competency required for the A.A. and A.S. degrees. Additional work in the Reading/Writing Center (ENGLB 70) may be advised. May be taken once for credit.

ENGRD 312
Academic Textbook Reading  3 Units
Prerequisite: ENGRD 110 and ESLR 320 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
Advisory: ENGLB 70, ENGRD 101, or ESLR 320
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to refine students' ability to read, understand and respond to college-level textbooks across the curriculum. Activities emphasize discipline-based vocabulary, reading strategies, critical thinking, interpretation of figures, facts, and data and reading rates as they relate to academic success. This course meets the Reading Competency requirement for the A.A. and A.S. degrees. Students are encouraged to enroll in ENGLB 70 for access to individualized help in the Reading and Writing Center.

ENGRD 495
Independent Studies in English - Reading  1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
ENGRD 499
Experimental Offering in English - Reading .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

ENGLISH - EDUCATION (ENGED)

ENGED 305
Structure of English 3 Units
Prerequisite: ENGWR 300 with a grade of "C" or better
General Education: AA/AS Area II(a)
Course Transferable to CSU
Hours: 54 hours LEC

Designed for prospective teachers or those entering professions requiring strong written language skills, this course affords students the opportunity to study the history of English, traditional and transformational grammars, linguistics, standard usage, phonology, and orthography. Students will examine the development and structure of the English language, language acquisition, and the cultural and linguistic diversity represented by the students in the California public school system. They will also apply grammatical concepts as they meet the 2,000 word writing requirement.

ENGED 320
Service Learning:
Tutoring Elementary Students in Reading 3 Units
Prerequisite: None.
General Education: AA/AS Area III(b); CSU Area E1
Course Transferable to CSU
Hours: 35 hours LEC; 54 hours LAB

This class offers students an opportunity to learn and practice basic methods of tutoring elementary children in reading. Students will meet on campus for the first part of the semester to be trained, and then will be assigned to a nearby elementary school where they will have in-depth practice tutoring elementary children who are reading below grade level. This course, which may be offered in conjunction with a non-profit organization such as SMART Kids, is one of the two required field experience courses for the CSUS Blended Teacher Preparation Program and may be taken twice for credit. Prior to beginning work in the schools, students may be required to be fingerprinted and pass a TB test.

ENGED 495
Independent Studies in English - Education 1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

ENGED 499
Experimental Offering in English - Education .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

ENGLISH - LABORATORY (ENGLB)

ENGLB 70
Reading and Writing Laboratory .5-1 Units
Prerequisite: None
Advisory: For students whose second language is English, completion of or concurrent enrollment in ESLW 310/ESLR 310 or above, or placement in an English course through the assessment process.
Hours: 54 hours LAB

This laboratory course provides assistance in reading and writing skills to students in all subject areas. Students may enter the course at any time during the first 12 weeks of the semester and earn either .5 or 1 unit. Students may repeat the course earning a maximum of six units. This course is graded on a credit/no credit basis. ENGLB 70 is recommended for students who are encountering difficulties in reading, writing, spelling, sentence structure, paragraph or essay structure, and who would benefit from individual tutor/instructor assistance.

ENGLB 299
Experimental Offering in English - Laboratory .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
**CRC ENGLISH SEQUENCE**

**COMPOSITION**

ENGWR 41
Writing Skills

ENGWR 51 *
Developmental Writing

ENGWR 101 *
College Writing
**
Required for non-transfer A.A. degree

ENGWR 103
Practical Communication
**
Required for non-transfer A.A. degree

ENGWR 300
College Composition
**
Minimum requirement for transfer to 4-year institutions

ENGWR 301 **
College Comp. & Literature
**
Fulfills CSUS English 20 requirement

ENGWR 302 **
Adv. Comp. & Critical Thinking
**
Fulfills IGETC CSU critical thinking requirements & CSUS Engl 20

** ENGLT 336
Race & Ethnic. in Contemp. American Literature

** ENGLT 345
Mythologies of the World

ENGLT 340
Women in Literature

** ENGLT 343
Contemp. Third World Literature

** ENGLT 320 / 321
American Literature

** ENGLT 340 / 341
World Literature

** ENGLT 310 / 311
English Literature

ENGLT 370
Children & Literature

ENGLT 330
African American Literature

ENGLT 303
Intro. to Short Story

ENGLT 402
Intro. to Shakespeare & Film

** LITERATURE
All literature classes transfer to CSU and/or UC

** ENGRD 14
Reading Skills

** ENGRD 15
Basic Reading Skills

ENLB 70
Reading and Writing Laboratory
Open access laboratory provides assistance in reading and writing skills to all students in all subject areas who are encountering difficulties in reading, writing, spelling, sentence structure and paragraph or essay structure.

ENGRD 310*
Prose Analysis & Interpretation
Required for A.A. if student does not qualify by proficiency exam.

ENGRD 312*
Academic Textbook Reading
Meets A.A degree graduation proficiency

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** KEY**

* Eligibility is determined by Assessment Process.

** Eligibility for ENGWR 300 (1A)

O Transfers to all campuses of University of California.

X Transfers to all California State Universities.
Program Description
CRC offers courses in ESL designed to provide students with the command of the English language necessary to pursue both transfer level and vocational courses. Students can enter with virtually no knowledge of English and progress to an extremely proficient level.

Career Opportunities
Command of the English language is critical in any career choice

Highlights
- Well-trained, dedicated staff
- Wide range of practical course offerings designed to facilitate entry into other programs
- Curriculum of interest to international students

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see [http://www.crc.losrios.edu/pslo](http://www.crc.losrios.edu/pslo)
ESLG 299
Experimental Offering in
English as a Second Language - Grammar .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

ESLG 310
Intermediate-High Grammar 4 Units
Prerequisite: Eligibility is determined by the assessment process, or completion of ESLG 57 with a grade of "C" or better.
Course Transferable to CSU
Hours: 72 hours LEC
This course focuses on further practice of the forms, meanings, and usage of grammatical structures of English. Oral practice in class reinforces the structures studied. Students practice writing extensively both in and out of class.

ESLG 320
Advanced-Low Grammar 4 Units
Prerequisite: Eligibility is determined by the assessment process, or completion of ESLG 310 with a grade of "C" or better.
Course Transferable to CSU
Hours: 72 hours LEC
This course focuses on practice in the forms and meaning of major structures used in writing with an emphasis on clause structure. Oral practice reinforces the structures studied. Students practice writing extensively, both in and out of class. Assignments emphasize sentence structure in the context of longer written work.

ESLL 20
Novice Listening and Speaking 4 Units
Prerequisite: None.
Hours: 54 hours LEC; 54 hours LAB
This course will provide an introduction to English at the Novice level. It is characterized by an emerging ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials, standardized messages, phrases and expressions including certain content required for basic communication, such as dates, time, weather, food, family etc. Students will learn all the sounds of English and be introduced to the intonation patterns of American English. Communication will be comprehensible to a sympathetic listener accustomed to interacting with non-native speakers.

ESLL 30
Novice-High Listening and Speaking 4 Units
Prerequisite: Completion of ESLL 20 with a grade of "C" or better, or placement through the assessment process.
Hours: 54 hours LEC; 54 hours LAB
This is a course in listening comprehension and speaking at the novice-high level characterized by common contexts, and high frequency vocabulary and expressions. Students will recognize and produce sounds and patterns in American English, and will understand and be understood by sympathetic listeners and speakers. This course may be taken two times for credit.

ESLL 40
Intermediate-Low Listening and Speaking 4 Units
Prerequisite: Completion of ESLL 30 with a grade of "C" or better, or placement through the assessment process.
Course Transferable to CSU
Hours: 54 hours LEC; 54 hours LAB
This is a course in listening comprehension and practical conversation for non-native English speakers who plan to take college courses. Students will learn to recognize and use the sounds of American English, stress, rhythm, and intonation patterns. This course may be taken two times for credit.

ESLL 50
Intermediate-Mid Listening and Speaking 4 Units
Prerequisite: Completion of ESLL 40 with a grade of "C" or better, or placement through the assessment process.
Course Transferable to CSU
Hours: 54 hours LEC; 54 hours LAB
This is a course to help students understand and be understood in both familiar and unfamiliar situations. Students will be introduced to academic listening and speaking activities and will continue to work on pronunciation skills. This course may be taken two times for credit.

ESLL 299
Experimental Offering in
English as a Second Language - Listening .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

ESLL 310
Intermediate-High Listening and Speaking 4 Units
Prerequisite: Completion of ESLL 30 with a grade of "C" or better, or placement through the assessment process.
Course Transferable to CSU
Hours: 54 hours LEC; 54 hours LAB
This course focuses on pronunciation skills within the context of meaningful communication in an academic and employment setting. The emphasis is on understanding and producing stress, rhythm and intonation patterns of English so meaning will not be distorted.

ESLL 320
Advanced-Low Listening and Speaking 4 Units
Prerequisite: Completion of ESLL 310 with a grade of "C" or better, or placement through the assessment process.
Course Transferable to CSU
Hours: 54 hours LEC; 54 hours LAB
This is a course with intensive practice in listening and active participation strategies that are appropriate for American college courses. Students will listen to extended lectures from various subject areas, refine note-taking skills, be able to participate in in-depth discussions, and give oral presentations. Students will continue to improve pronunciation skills.
## ESL - PRONUNCIATION (ESLP)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisite</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESLP 50</td>
<td>Intermediate-Mid Pronunciation</td>
<td>4</td>
<td>ESLL 40 and ESLW 40 with grades of &quot;C&quot; or better.</td>
<td>54 LEC; 54 LAB</td>
</tr>
</tbody>
</table>

This course is designed to help intermediate English language learners move toward more comprehensible speech. Students will have intensive work on recognizing and producing speech sounds including analysis of the contrasts between the phonemic inventory of the student’s home language and the phonemic inventory of “standard” American English. Patterns of English stress, rhythm, and intonation are reviewed and practiced. Emphasis is on neuromuscular development and use of the organs of speech.

<table>
<thead>
<tr>
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<th>Units</th>
<th>Prerequisite</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESLP 85</td>
<td>Pronunciation</td>
<td>2</td>
<td>Eligibility determined by the assessment process, or completion of ESL 40 with a grade of &quot;C&quot; or better.</td>
<td>36 LEC</td>
</tr>
</tbody>
</table>

This elective course is designed for students who need to improve their pronunciation. It offers intensive practice in the pronunciation and recognition of American English sounds. Students will be introduced to intonation patterns of English, syllables, and stress. This course may be taken two times for credit.

<table>
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<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESLP 310</td>
<td>Intermediate-High Pronunciation</td>
<td>4</td>
<td>ESLP 50 and ESLW 50 with grades of &quot;C&quot; or better.</td>
<td>54 LEC; 54 LAB</td>
</tr>
</tbody>
</table>

This course is designed to further enhance intelligible speech in English language learners. In addition to review of the International Phonetic Alphabet and standard American speech sounds, students will receive intensive training in the phonology of English including common contractions, reductions, deletions, and the effects of specific phonetic environments. Participants record speech production exercises and receive personal analysis and suggestions for improvement. Students will be responsible for writing and presenting dialogs, skits, and brief oral presentations.

<table>
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<tr>
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<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESLP 320</td>
<td>Advanced-Low Pronunciation</td>
<td>4</td>
<td>ESLP 310 and ESLW 310 with grades of &quot;C&quot; or better.</td>
<td>54 LEC; 54 LAB</td>
</tr>
</tbody>
</table>

In this course, students focus on refining English pronunciation skills with an emphasis on eliminating production errors in spontaneous spoken English. Students will review and expand their understanding of phonological principles. Skill mastery will be demonstrated through lengthy impromptu presentations on prepared or familiar topics.

## ESL - READING (ESLR)

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<thead>
<tr>
<th>Course Code</th>
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<th>Units</th>
<th>Prerequisite</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESLR 20</td>
<td>Novice Reading</td>
<td>4</td>
<td>None</td>
<td>54 LEC; 54 LAB</td>
</tr>
</tbody>
</table>

This course will provide an introduction to English at the Novice level, which is characterized by an emerging ability to read and write words, phrases and sentences common in high-frequency situations utilizing learned materials, standardized messages, phrases and expressions including basic words, phrases, and sentences introduced in the Listening and Speaking core text. In addition, students will learn basic rules, phonetics and basic grammar necessary to read and write comprehensibly.

<table>
<thead>
<tr>
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<th>Units</th>
<th>Prerequisite</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESLR 30</td>
<td>Novice-High Reading</td>
<td>4</td>
<td>Completion of ESLR 20 with a grade of &quot;C&quot; or better, or placement through the assessment process.</td>
<td>54 LEC; 54 LAB</td>
</tr>
</tbody>
</table>

This course focuses on reading words, phrases, and sentences in short texts. Students will learn more core vocabulary, literal comprehension, and grammar necessary to understand short readings.

<table>
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<th>Units</th>
<th>Prerequisite</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESLR 40</td>
<td>Intermediate-Low Reading</td>
<td>4</td>
<td>Completion of ESLR 30 with a grade of &quot;C&quot; or better, or placement through the assessment process.</td>
<td>54 LEC; 54 LAB</td>
</tr>
</tbody>
</table>

This course focuses on developing reading skills with an emphasis on building vocabulary, literal comprehension, and fluency. Students will discuss and write about readings.

<table>
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<th>Hours</th>
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</thead>
<tbody>
<tr>
<td>ESLR 50</td>
<td>Intermediate-Mid Reading</td>
<td>4</td>
<td>Completion of ESLR 40 with a grade of &quot;C&quot; or better, or placement through the assessment process.</td>
<td>54 LEC; 54 LAB</td>
</tr>
</tbody>
</table>

This course focuses on the introduction of academic reading skills, with an emphasis on vocabulary development, literal comprehension, and dictionary skills. Students will practice critical thinking skills to understand, analyze, discuss, and write responses to ideas expressed in readings.

<table>
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<tr>
<th>Course Code</th>
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<th>Units</th>
<th>Prerequisite</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESLR 310</td>
<td>Intermediate-High Reading</td>
<td>4</td>
<td>Completion of ESLR 50 with a grade of &quot;C&quot; or better; or placement through the assessment process.</td>
<td>72 LEC</td>
</tr>
</tbody>
</table>

This course focuses on the introduction of academic reading skills with an emphasis on speed, vocabulary expansion, and comprehension of ideas in expository writing and fiction; and introduces students to library use. Students will use critical thinking skills to understand, paraphrase, outline, summarize, and respond to ideas expressed in reading, both orally or in writing.
ESLR 320
Advanced-Low Reading 4 Units
Prerequisite: Completion of ESLR 310 with a grade of "C" or better, or placement through the assessment process.
Course Transferable to CSU
Hours: 72 hours LEC
This course focuses on refining academic reading skills with an emphasis on speed, vocabulary development, and analytical comprehension. Students will practice research and synthesizing skills and do extensive writing based on critical analysis of readings.

ESLR 499
Experimental Offering in English as a Second Language - Reading .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

ESL - WRITING (ESLW)

ESLW 20
Novice Writing 4 Units
Prerequisite: None
Hours: 54 hours LEC; 54 hours LAB
This course is for students with little experience in English. It is an introduction to writing English. Students will learn to spell through phonetics and sight words, phrases, parts of speech and the elements of basic sentences. They will learn to write both yes and no questions, and why and how questions. Finally, they will be able to write about common topics introduced in all beginning language courses. This course is for non-native speakers of English who plan to take college courses.

ESLW 30
Novice-High Writing 4 Units
Prerequisite: Completion of ESLW 20 with a grade of "C" or better or placement through the assessment process.
Hours: 54 hours LEC; 54 hours LAB
In this course students will learn simple sentences and paragraph structures. This course is an introduction to writing in English for non-native speakers who plan to take college courses.

ESLW 40
Intermediate-Low Writing 4 Units
Prerequisite: Completion of ESLW 30 with a grade of "C" or better, or placement through the assessment process.
Hours: 54 hours LEC; 54 hours LAB
In this course students will learn to write focused paragraphs with a clear beginning, middle and end. They will learn to use critical thinking skills and correct grammar in their writing.

ESLW 50
Intermediate-Mid Writing 4 Units
Prerequisite: Completion of ESLW 40 with a grade of "C" or better or placement through the assessment process.
Course Transferable to UC/CSU
Hours: 72 hours LEC
In this course students will continue to develop their ability to respond to a variety of essay assignments. They will practice critical thinking skills through class discussion and written response to readings and prompts. They will refine their ability to control a range of sentence structures.

ESLW 85
Parts of Speech 2 Units
Prerequisite: Eligibility is determined by the assessment process, or completion of ESLW 40 with a grade of "C" or better.
Hours: 36 hours LEC
This elective course covers the most important parts of speech in English. Students will learn to identify and use nouns, pronouns, adjectives, adverbs, verbs, prepositions, and conjunctions in basic sentences. This course may be taken two times for credit.

ESLW 86
Spelling 2 Units
Prerequisite: Eligibility is determined by the assessment process, or completion of ESLW 40 with a grade of "C" or better.
Hours: 36 hours LEC
This elective course is designed for students who need to improve their spelling. It includes an introduction to the basic spelling rules and patterns of English. Students will also learn homophones, suffixes, and plurals. Students will develop competence in the ability to spell. This course may be taken two times for credit.

ESLW 320
Advanced-Low Writing 4 Units
Prerequisite: Completion of ESLW 30 with a grade of "C" or better, or placement through the assessment process.
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 72 hours LEC
In this course students will use critical thinking skills and the writing process to produce a variety of focused, developed and organized essays. The course emphasizes sentence variety and the mechanics of English in the context of the essay. Essays will incorporate outside sources as well as personal experience.

ESLW 499
Experimental Offering in English as a Second Language - Writing .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
English As A Second Language Course Ladder

**Unless noted, all courses are four units, 3 hours Lecture and 3 hours Lab**

- **BEGINNING**
  - Low
    - ESL 20: Novice-Low Listening & Speaking
  - High
    - ESL 30: Novice-High Listening & Speaking
- **INTERMEDIATE**
  - Low
    - ESL 40: Intermediate-Low Listening & Speaking
  - Intermediate
    - ESL 50: Intermediate-Mid Pronunciation
    - ESL 310: Intermediate-High Listening & Speaking
  - High
    - ESL 30: Novice-High Listening & Speaking
  - Advanced
    - ESL 20: Novice-Low Listening & Speaking
    - ESL 310: Intermediate-High Listening & Speaking
    - ESL 320: Advanced-Low Pronunciation
- **HIGH**
  - Advanced
    - ESL 90: ESL Skills Open Lab for all levels (.5-1.0 Unit)
- **COMMUNICATION**
  - ESL 320: Advanced-Low Pronunciation
  - ESL 310: Intermediate-High Pronunciation
  - ESL 310*: Intermediate-High Listening & Speaking
  - ESL 30*: Advanced-High Listening & Speaking
  - ESL 310*: Intermediate-High Reading
  - ESL 320*: Advanced-Low Reading
  - ESLG 310*: Intermediate-High Grammar
  - ESLG 320*: Advanced-Low Grammar
  - ESLW 310*: Intermediate-High Writing
  - ESLW 320*: Advanced-Low Writing
  - ESLW 30: Novice-High Writing
  - ESLW 20: Novice-Low Writing
  - ESLW 50: Intermediate-Mid Writing
  - ESLW 40: Intermediate-Low Writing
  - ESLW 30: Novice-High Writing
  - ESLW 20: Novice-Low Writing
  - ESLW 50: Intermediate-Mid Writing
  - ESLW 40: Intermediate-Low Writing
  - ESLW 30: Novice-High Writing
  - ESLW 20: Novice-Low Writing
  - ESLW 20: Novice-Low Writing
  - ESLW 30: Novice-High Writing
  - ESLW 50: Intermediate-Mid Writing
  - ESLW 40: Intermediate-Low Writing
  - ESLW 30: Novice-High Writing
  - ESLW 20: Novice-Low Writing

**Notes:**
- 4 Unit Lecture Only Sequence Courses
- 2 Unit Lecture Only Overview Courses (useful for Intermediate and Advanced Students)
- 3 Unit Lecture Only Course

(Course Level Reflects California Pathway Descriptors)
Program Description
CRC's course offerings in Family & Consumer Science are designed primarily to provide knowledge and skills in the areas of nutrition, child development, and family development.

Students planning to transfer should consult with a counselor and/or specific college catalog for transfer, major and general education course work.

See Early Childhood Education (p. 147) and Culinary Arts Management (p. 142) for additional information.

Career Opportunities
Early Care and Education  Education
Instructional Assistant  Counseling
Child Psychology  Social Work
Food Preparation  Community Nutrition Specialist

Some Career Opportunities may require more than two years of college study.

Highlights
- Strong support for the Early Childhood Education program
- Support for Community Nutrition Specialist (see Culinary Arts Management)
- Opportunities for transfer level instruction
- Professional and innovative staff who are leaders in the field

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see [http://www.crc.losrios.edu/pslo](http://www.crc.losrios.edu/pslo)

FAMILY AND CONSUMER SCIENCE (FCS)

FCS 312
Child Development  3 Units
Same As: ECE 312
Prerequisite: None.
Advisory: ENGWR 101 or 103; or ESLL 320, ESLR 320, and ESLW 320.
General Education: AA/AS Area III(b); CSU Area D7; CSU Area D9; CSU Area E1; IGETC Area 4I
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course is a study of the physical, cognitive, social and emotional development of the child from the prenatal period through adolescence. In the foundation course, students will examine children as individuals and the environmental influences that impact their growth and development. This course is the same as ECE 312 and only one can be taken for credit. See "Cross-Listed Courses" in the catalog.

FCS 314
The Child, the Family and the Community  3 Units
Same As: ECE 314
Prerequisite: None.
Advisory: ENGWR 101 or 103; or ESLL 320, ESLR 320, ESLW 320.
General Education: AA/AS Area III(b); CSU Area D7; CSU Area E1; IGETC Area 4G
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This is a fundamental course that examines the child in the family and the environmental influences on his/her growth and development; including gender, media, sexual orientation, social class/ethnic groups, special needs and their relationship to family behavior. Community resources available to support family systems and dynamics will be examined. This course is the same as ECE 314 and one may be taken for credit. See "Cross-Listed Courses" in the catalog.

FCS 322
Family Development  3 Units
Prerequisite: None.
General Education: AA/AS Area III(b); CSU Area E1
Course Transferable to CSU
Hours: 54 hours LEC
A functional study of marriage and the family in light of today's societal changes. An evaluation of traditional and current attitudes toward roles, life styles and relationships of men and women. Not open to students who have received credit for PSYC 354. See "Cross-Listed Courses" in the catalog.
FCS 324
Human Development: A Life Span  3 Units
Prerequisite: None.
General Education: AA/AS Area III(b); CSU Area E1
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course will provide an overview of the physical, cognitive, social, and emotional development from conception through the life span. The emphasis will be on the practical application of developmental principles. The course is designed as a foundation course of careers in educational, social, psychological, and medical fields. An optional field study unit may be offered to provide opportunities for observation and experience with various age groups.

FCS 494
Topics in Family and Consumer Science  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC
This course presents in-depth discussions of contemporary issues in the Family and Consumer Sciences. Topics will be selected according to current interest, such as: Microwave Cooking; Protein Alternatives; Realities of Aging; Parenting the Young Child. Consult class schedule for specific topic offered.

FCS 495
Independent Studies in Family and Consumer Science  1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

FCS 499
Experimental Offering in Family and Consumer Science  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
## Program Description
Film and Media Studies is designed to develop critical thinking and screenwriting skills while fostering a humanistic and social scientific understanding of the media. Students combine hands-on courses in scriptwriting, with critical studies of the visual media as an art form and social force. This major is particularly encouraged for students who intend to transfer to university film and media programs or pursue careers that demand a high level of visual literacy, analytic and writing skills. The production of digital film and broadcast television are taught through the Radio, Television and Film Production program.

### Career Opportunities
- Director
- Entertainment Writer or Editor
- Producer
- Screenwriter
- Script Supervisor
- Story Editor

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

### Highlights
- State-of-the-art 20-station computer lab for graphics and non-linear editing, including Photoshop, Illustrator, After Effects and Media 100
- Hand-on courses in film and video production and editing
- Screening room with rear screen projector and advanced sound system

### NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see [http://www.crc.losrios.edu/pсло](http://www.crc.losrios.edu/pсло)

## REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>FMS 300 Introduction to Film Studies</td>
<td>3</td>
</tr>
<tr>
<td>FMS 305 Film History</td>
<td>3</td>
</tr>
<tr>
<td>FMS 320 Film Genre</td>
<td>3</td>
</tr>
<tr>
<td>TA 300 Introduction to the Theatre</td>
<td>3</td>
</tr>
<tr>
<td>TA 350 Theory and Techniques of Acting I</td>
<td>3</td>
</tr>
<tr>
<td>Minimum of three units from the following:</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 300 Mass Media and Society</td>
<td>3</td>
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<tr>
<td>or JOUR 310 Mass Media and Society</td>
<td>3</td>
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<tr>
<td>PHOTO 300 Photography - Its Influence</td>
<td></td>
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<tr>
<td>in Contemporary Society</td>
<td></td>
</tr>
<tr>
<td>and PHOTO 301 Beginning Photography</td>
<td>3</td>
</tr>
<tr>
<td>TA 351 Theory and Techniques of Acting II</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED: 18**

### Suggested Electives:
- ANTH 319;
- FMS 310, 489;
- RTVF 330, 362;
- TA 323, 356

### G.E. Graduation Requirements for this degree
- See pages 20-21.

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**DEGREE**

**A.A. Film and Media Studies**

**CODE # 1551**

The Film and Media Studies major is designed to develop screenwriting, film producing, and critical thinking skills while fostering a humanistic and social scientific understanding of the media.

**REquRId PROGRAM........................................Units**

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**TOTAL UNITS REQUIRED: 18**

**Suggested Electives:**

- ANTH 319;
- FMS 310, 489;
- RTVF 330, 362;
- TA 323, 356

**G.E. Graduation Requirements for this degree** - See pages 20-21.
FILM AND MEDIA STUDIES (FMS)

FMS 300
Introduction to Film Studies 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course offers an introduction to the film medium with emphasis on aesthetics, theory and methods of critical analysis. Students will examine film as an art form, as a medium for communicating ideas and as a social and cultural force.

FMS 305
Film History 3 Units
Same As: RTVF 305
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to the art of motion pictures, using lectures and films. Students will study the history and development of motion pictures and will view, evaluate, and critique landmarks in the art of movie making. This course is the same as RTVF 305, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

FMS 310
Basic Screenwriting 3 Units
Prerequisite: None.
Advisory: ENGWR 300
General Education: AA/AS Area I
Course Transferable to CSU
Hours: 54 hours LEC
This course is a study of the creativity and techniques of screenwriting for short films, feature films, and television. Students will view and analyze exemplary films, participate in writing exercises and workshops, and complete a treatment and master scenes of a full-length project.

FMS 320
Film Genre 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course examines the structure, mythology, style, themes and critical theory of one or more film genre, such as the comedy, the thriller and the film noir.

FMS 488
Honors Seminar:
Introduction to Critical Theory 3 Units
Same As: HONOR 350
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course investigates questions of interpretation and representation in film, literature, media, and culture. Students examine contemporary critical and cultural theory, them apply these theories in analyzing a variety of texts from the Shakespearean play to the science-fiction horror film. Theories introduced include, but are not limited to, semiotics, psychoanalysis, rhetorical criticism, gender theory, and postmodernism. Students intending to transfer into arts, film, literature, humanities, and cultural studies programs will find this course particularly useful in understanding the critical language of the university. Enrollment is limited to Honors Program students (see catalog). This course is the same as HONOR 350, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

FMS 489
Honors Seminar:
The Films of Alfred Hitchcock 3 Units
Same As: HONOR 352
Prerequisite: None.
General Education: AA/AS Area I
Course Transferable to UC/CSU
Hours: 54 hours LEC
This seminar studies the work of Alfred Hitchcock from the perspective of the key concepts in film theory. Students will investigate the films and criticism of one of the greatest and strangest directors, the self-styled master of suspense. This seminar takes a close reading of Hitchcock's most important films and the most significant writing on the director's work. For students interested in film, media, art, literature, and the humanities, the course examines Hitchcock's visual style, thematic concerns, and directorial techniques, and introduces the major critical approaches to cinema studies. Enrollment is limited to Honors Program students (see catalog). This course is the same as HONOR 352, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

FMS 495
Independent Studies in Film and Media Studies 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

FMS 499
Experimental Offering in Film and Media Studies .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
Finance
Business & Family Science

DEGREE
A.A.—Finance

Program Description
Finance is an area of increasing importance in the business world. It is experiencing change in organization and style. CRC offers students the opportunity to learn both business and personal finance concepts necessary for survival in the business world and in the home. Whether it is a course or a career, knowledge of finance is an important and essential part of any well prepared business professional’s background. Many people find a fast-paced, exciting career in finance.

Career Opportunities
- Stockbroker
- Insurance Representative
- Tax Consultant
- Financial Planner
- Bank Employee
- Entrepreneur
- Government Service
- Investment Counselor
- Real Estate Sales
- Retirement Specialist

Some Career Opportunities may require more than two years of college study.

Highlights
- Hands-on experience on the use of computers for business purposes
- Opportunities for work experience in local government and business
- Faculty include certified financial planners and investment executives
- A lab with tutorial assistance

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

Finance

DEGREE
A.A.—Finance
CODE #1053

REQUIRED PROGRAM....................................................Units
Business Core:
- ACCT 301 Financial Accounting.............................................. 4
- BUS 310 Business Communication ........................................... 3
- BUS 330 Managing Diversity in the Workplace........................... 3
- BUS 340 Business Law ....................................................... 3
- BUS 300 Introduction to Business............................................. 3
- BUSTEC 302 Computer Keyboarding........................................ 2

Some (4) units to include:......................................................3-4
- CISC 302/JOUR 330 Computer Familiarization (2)
- Two (2) additional units selected from:
  - ECON 302 Principles of Macroeconomics or
  - ECON 100 Introduction to Economics................................. 3
  - MKT 300 Principles of Marketing or
  - MGMT 362 Techniques of Management............................... 3

Finance Option:
- ACCT 125 Federal and State Taxation..................................... 4
- BUS 320/ECON 320 Concepts of Personal Finance................... 3
- BUS 498 Work Experience................................................... 3
- MKT 310 Selling Professionally or
- MKT 330 Internet Marketing................................................ 3
- RE 300 California Real Estate Principles............................... 3

TOTAL UNITS REQUIRED..................................................43-44

Suggested Electives for concentration:
- BUS 105, 170, 171, 210, 212, 214, 216, 218, 220;
- ECON 304;
- HCD 130, 132, 310, 333, 334, 340, 344, 350, 362;
- MGMT 372.

G.E. Graduation Requirements for this degree - See pages 20-21.
Fire Technology
Careers & Technology

DEGREE
A.A. — Fire Technology

CERTIFICATE
Fire Technology

Program Description
The fire service is one of the most dynamic employers in the country. This CRC program is designed to provide the student with updated skills and knowledge necessary to prepare and successfully apply for fire service positions.

The curriculum serves as an inservice program as well as a pre-employment program for students seeking employment or advancement in the profession of fire fighting and fire suppression.

Career Opportunities
Firefighter Inspector
Investigator Supervisor
Manager

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Up-to-date technical information
• Field trips to a variety of fire service locations
• Networking with other fire service members
• Fire Technology work experience internships
  (Fire Technology 498 for on-the-job experience)

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A. — Fire Technology
CODE #1127

This curriculum is designed to serve both as an in-service program and as a pre-employment program for students seeking employment or advancement in the profession of urban fire fighting and fire suppression.

REQUISITED PROGRAM.........................................................Units
FT  300  Fire Protection Organization.............................................3
FT  301  Fire Prevention Technology.............................................3
FT  302  Fire Protection Equipment and Systems..............................3
FT  303  Building Construction for Fire Protection..............................3
FT  304  Fire Behavior and Combustion...........................................3
EMT 100  Emergency Medical Technician - Basic ..........................5
Plus fifteen (15) units selected from: ........................................15
FT  110  Fire Apparatus  (3)
FT  130  Fire Company Organization and Management  (3)
FT  132  Fire Service Records and Reports  (3)
FT  140  Related Codes and Ordinances  (3)
FT  170  Fire Investigation  (3)
FT  180  Rescue Practices  (3)
FT  190  Fire Tactics and Strategy  (3)
FT  320  Hazardous Materials  (3)
TOTAL UNITS REQUIRED....................................................35

* A current California EMT 1, EMT 1A or EMT IFS certificate will be accepted as satisfactory completion of the EMT 100 requirement.

Suggested Elective:
FT 498

G.E. Graduation Requirements for this degree - See pages 20-21.
This curriculum is designed to serve both as an in-service program to improve or maintain job skills and as a pre-employment program for the profession of urban fire fighting and fire suppression.

<table>
<thead>
<tr>
<th>REQUIRED PROGRAM</th>
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</tr>
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<tbody>
<tr>
<td>FT 300 Fire Protection Organization</td>
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</tr>
<tr>
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</tr>
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<td>FT 302 Fire Prevention Equipment and Systems</td>
<td>3</td>
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<td>FT 303 Building Construction for Fire Protection</td>
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<tr>
<td>FT 304 Fire Behavior and Combustion</td>
<td>3</td>
</tr>
<tr>
<td>EMT 100 Emergency Medical Technician - Basic</td>
<td>5</td>
</tr>
</tbody>
</table>

Plus fifteen (15) units selected from: 15 units

**TOTAL UNITS REQUIRED: 35**

* A current California EMT 1, EMT 1A or EMT IFS certificate will be accepted as satisfactory completion of the EMT 100 requirement.

**FIRE TECHNOLOGY (FT)**

**FT 110 Fire Apparatus** 3 Units

*Prerequisite: None*

*Advisory: FT 300, or employment as a firefighter.*

*Hours: 54 hours LEC*

A study of the design, specifications, and performance capabilities of fire apparatus. Effective utilization of equipment on the fireground will be the focus with emphasis on practical applications.

**FT 130 Fire Company Organization and Management** 3 Units

*Prerequisite: None*

*Advisory: FT 300, or employment as a firefighter.*

*Hours: 54 hours LEC*

An in-depth review of the operation, organization and planning concepts of today's fire departments. Emphasizes the functions of management including budgeting, time management, delegation, motivation, and discipline. Explores concepts of continuous improvement, team-building, and principles of quality management, relative to fire service operations.

**FT 132 Fire Service Records and Reports** 3 Units

*Prerequisite: None*

*Advisory: FT 130 or 300, or employment as a firefighter.*

*Hours: 54 hours LEC*

A course designed for all members of the fire service in the use of typical records and report systems. Involves knowledge and understanding of the fire department records systems, principles of report writing, applications in the area of pre-fire survey, post-fire reporting, research and planning.

**FT 140 Related Codes and Ordinances** 3 Units

*Prerequisite: None*

*Advisory: FT 300, or employment as a firefighter.*

*Hours: 54 hours LEC*

Familiarization and interpretation of national, state and local codes, ordinances and laws which influence the field of fire protection.

**FT 170 Fire Investigation** 3 Units

*Prerequisite: None*

*Advisory: FT 300, or employment as a firefighter.*

*Hours: 54 hours LEC*

Determining causes of fires (accidental, suspicious and incendiary), types of fires, related laws, introduction to arson and incendiarism, recognizing and preserving evidence, interviewing witnesses and suspects, arrest and detention procedures, court procedures and giving court testimony.

**FT 180 Rescue Practices** 3 Units

*Prerequisite: None*

*Advisory: FT 300, or employment as a firefighter.*

*Hours: 54 hours LEC*

Rescue problems and techniques, emergency rescue equipment, toxic gases, chemicals, and diseases, radiation hazards, care of victims, including emergency childbirth, respiration and resuscitation, extrication and other emergency conditions.

**FT 190 Fire Tactics and Strategy** 3 Units

*Prerequisite: None*

*Advisory: FT 300, or employment as a firefighter.*

*Hours: 54 hours LEC*

The study of fundamental principles of fire tactics and strategy under fireground conditions and procedures for effective development and application of pre-fire plans. Fire emergency problems and definitive coping strategies are examined, related to staffing, equipment and extinguishing agents.

**FT 295 Independent Studies in Fire Technology** 1-3 Units

*Prerequisite: None*

*Hours: 18 hours LEC; 36 hours LAB*

**FT 299 Experimental Offering in Fire Technology** .5-4 Units

*Prerequisite: None*

*Hours: 18 hours LEC; 54 hours LAB*
FT 300  
Fire Protection Organization  3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  
Provides an introduction to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics.

FT 301  
Fire Prevention Technology  3 Units  
Prerequisite: None  
Advisory: FT 300  
Course Transferable to CSU  
Hours: 54 hours LEC  
Provides fundamental information regarding the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use of fire codes, identification and correction of fire hazards, and the relationship of fire prevention with fire safety education and detection and suppression systems.

FT 302  
Fire Protection Equipment and Systems  3 Units  
Prerequisite: None  
Advisory: FT 300  
Course Transferable to CSU  
Hours: 54 hours LEC  
Provides information relating to the features of design and operation of fire detection and alarm systems, heat and smoke control systems, special protection and sprinkler systems, water supply for fire protection, and portable fire extinguishers.

FT 303  
Building Construction for Fire Protection  3 Units  
Prerequisite: None  
Advisory: FT 300  
Course Transferable to CSU  
Hours: 54 hours LEC  
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, pre-planning fire operations and operating at fires. The development and evolution of building and fire codes will be studied in relationship to past fires in residential, commercial and industrial occupancies.

FT 304  
Fire Behavior and Combustion  3 Units  
Prerequisite: None  
Advisory: FT 300  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course provides the student with theories and fundamentals of how and why fires start, spread and are controlled; an in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents and fire control techniques.

FT 320  
Hazardous Materials  3 Units  
Prerequisite: None  
Advisory: FT 300, 301, 302, 303, and 304  
Course Transferable to CSU  
Hours: 54 hours LEC  
A study of the fire fighting practices related to hazardous chemicals, including their physical properties, uses in industry, and characteristics when involved in spills, fires, and accidents. Basic information regarding health effects and treatment, and fire department protocols and responsibilities.

FT 495  
Independent Studies in Fire Technology  1-3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC, 36 hours LAB  

FT 498  
Work Experience in Fire Technology  1-4 Units  
Prerequisite: None.  
General Education: AA/AS Area III(b)  
Course Transferable to CSU  
Hours: 300 hours LAB  
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

FT 499  
Experimental Offering in Fire Technology  .5-4 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC; 54 hours LAB  

DEGREE
A.S.—Geography

CERTIFICATE
Professional Applications of Geographic Information Systems (GIS)

Program Description
Geography is the science of place and space. Geographers study the relationships among geographic places, natural systems, society, cultural activities, and the interdependence of all these over space.

There are two main branches of geography: human geography and physical geography. Human geography is concerned with the spatial aspects of human existence - how people and their activities are distributed in space, how people use and perceive space, and how people interact with the physical environment. Physical geographers study the physical elements and spatial processes that make up and shape the environment, including energy, air, water, weather, climate, landforms, soils, animals, plants, etc. Many aspects of geography are studied and analyzed using a variety of spatial technologies such as Geographic Information Systems (GIS), Global Positioning Systems (GPS) and remotely-sensed imagery. These tools are becoming more and more commonplace throughout society.

Geographers also study the linkages between human activity and natural systems. Geographers were, in fact, among the first scientists to sound the alarm that human-induced changes to the environment were beginning to threaten the balance of life itself. Geographers today are active in the study of diverse topics, such as global warming, desertification, deforestation, loss of biodiversity, groundwater pollution, flooding, origin and diffusion of disease, urban and regional planning, global trade, social problems (e.g. poverty, ethnic conflict), and many more.

The CRC Geography program offers courses that satisfy lower division General Education requirements in both the physical and social sciences. In addition, the program offers an Associate Degree in Geography that provides students with a solid foundation in geography as well as the standard prerequisites for upper-division coursework leading to the baccalaureate degree. Students may also earn a certificate in Geographic Information Systems (GIS). Students planning to transfer to a four-year school with a major in Geography should consult the lower division requirements at the university they plan to attend.

Career Opportunities
Natural Resource Management  Environmental Conservation
International Development  Urban and Regional Planning
Tourism  Education (K-12 through University)
Cartographer  Climatologist
Park Ranger  Transportation Specialist
Real Estate Analyst  International Business
Marketing Analyst  Land Surveyor
Research Scientist  Remote Sensing Specialist
Demographer  GIS Analyst
and many more (please contact the program for additional information).

Some Career Opportunities may require more than two years of college study.

Highlights
• Comprehensive course offerings including a Physical Laboratory as well as specialized training in Geographic Information Systems (GIS)
• Program’s students have won top awards at state-level competitions annually since 1999
• Field study courses to Yosemite, Pt. Reyes, Monterey/Big Sur, Tahoe, and the Eastern Sierra
• Internships available with State of California, County of Sacramento and Federal Land Management
• Three courses fulfill the CRC and CSU multicultural requirement
• Day, evening, and online sections

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

Field Study Classes at Cosumnes River College
Nature is often the best classroom!
Come learn outside in Cosumnes River College’s field study courses. These classes consist of short classroom sessions followed by extended trips to some of the most unique and beautiful environments in California, including Big Sur, Monterey Bay, Mt. Lassen, Point Reyes, Yosemite and more! These short-term classes are offered by several departments, including Biology, Geography, Geology, Photography, and Physical Education. For more information about specific classes, consult the class schedule or contact each department.
DEGREE
A.S. - Geography

CODE #1536

REQUIRED PROGRAM......................................................Units
Fall or Spring semester:
GEOG 300 Physical Geography:
Exploring Earth’s Environmental Systems .................3

Fall or Spring semester (best if concurrent with Geog 300):
GEOG 301 Physical Geography Laboratory ......................1

Fall or Spring semester:
GEOG 310 Human Geography:
Exploring Earth’s Cultural Landscapes .........................3

Fall semester:
GEOG 331 Exploring Maps and Geographic Technologies ......3

Check with departments for scheduled offering:
PSYC 330 Introductory Statistics for the Behavioral Sciences (3)
or STAT 300 Introduction to Probability and Statistics (4) .... 3-4

Check with departments for scheduled offering:
A minimum of 6 units from the following: ..........................6
ANTH 310 Cultural Anthropology (3)
BIOL 310 General Biology (4)
or BIOL 350 Environmental Biology (3)
or BIOL 307 Biology of Organisms (4)
ECON 304 Principles of Microeconomics (3)
or ECON 302 Principles of Macroeconomics (3)
GEOG 305 Global Climate Change (3)
GEOG 306 Weather and Climate (3)
GEOG 320 World Regional Geography (3)
GEOG 322 Geography of California (3)
GEOG 335 Introduction to Geographic Information Systems Applications (3)
GEOG 353 Introduction to the Global Positioning System (GPS) (0.5)
GEOG 390 Field Studies in Geography (0.5 - 4)
GEOG 481 Honors Seminars: Nature & Culture (3)
GEOG 482 Honors Seminar in Geography (1)
GEOL 300 Physical Geology (3)
GEOL 301 Physical Geology Laboratory (1)
GEOL 330 Introduction to Oceanography (3)
HIST 371 History of the Americas from the 19th Century Wars of Independence to the Present (3)
or HIST 370 History of the Americas through the 19th Century Wars of Independence (3)
or HIST 360 History of African Civilizations (3)
or HIST 308 History of World Civilizations, 1500 to Present (3)
or HIST 307 History of World Civilizations to 1500 (3)
HUM 320 Asian Humanities (3)
or HUM 332 American Humanities (3)
or HUM 324 Global Islam: Culture and Civilization (3)
PHIL 352 Introduction to World Religions (3)
POLS 310 Introduction to International Relations (3)
SOC 300 Introductory Sociology (3)

TOTAL UNITS REQUIRED .................................................. 19-20

A minimum of 60 units is required for the A.S. degree which includes core courses, electives, and general education (GE) graduation requirements. Geography majors are encouraged to complete additional GE requirements from a list of suggested courses on file in the Geography Department and at the Counseling Center. Students should use PROJECT ASSIST (http://www.assist.org) to research lower division major requirements at the transfer institution of their choice and also work with a counselor to determine the most appropriate transfer coursework.

A maximum of 2 units from GEOG 390 will be counted toward the degree requirement.

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Professional Applications of Geographic Information Systems (GIS)
CODE #1432

A geography information system (GIS) is a database management system that facilitates the collection and the analysis of geographic data from both the physical and cultural environments. This interdisciplinary certificate program is designed to equip students to use this powerful new technology to display, model and analyze spatial data of all types to assist with problem solving and decision making processes. The certificate will be awarded upon completion of the required course sequence and 6 units from one of the listed concentrations.

REQUIRED PROGRAM......................................................Units
Fundamentals of Geography
GEOG 310 Human Geography:
Exploring Earth’s Cultural Landscapes (3)
or GEOG 300 Physical Geography: Exploring Earth’s Environmental Systems (3) .................3

GEOG 353 Introduction to the Global Positioning System (GPS) .......... 0.5
GEOG 335.1 Fundamentals of Geographic Information Systems .................1
GEOG 335.2 Intermediate GIS ..............................................1
GEOG 335.3 Projects Using GIS ..............................................1
GEOG 331 Exploring Maps and Geographic Technologies .......... 3
GEOG 495 Independent Studies in Geography ............... 1-3

Spatially related courses
Six (6) units selected from one of the following concentrations: ................................. 6

Agriculture/Horticulture/Plant Science
A minimum of 6 units from the following:
PLTS 310 Soils and Plant Nutrition (3)
or PLTS 300 Introduction to Plant Science (3)
or HORT 326 Landscape Design (3)
or HORT 322 Landscape Graphics (3)
or HORT 300 Introduction to Horticulture (3)
or AGB 310 Agriculture Computer Applications (3)
or AGB 300 Introduction to Agriculture Business (3)

Architecture
A minimum of 6 units from the following:
ADT 310 Introductory Computer-Aided Design Drafting (3)
or ARCH 325 Architectural Digital Design and Communication I (2)
or ARCH 320 Architectural Design and Communication I (3.5)
or ARCH 300 Introduction to Design Professions (2)
Biological Sciences
A minimum of 6 units from the following:
- BIOL 410 Principles of Botany (5)
- BIOL 420 Principles of Zoology (5)
- BIOL 400 Principles of Biology (5)
- BIOL 350 Environmental Biology (3)
- BIOL 342 The New Plagues: New and Ancient Diseases Threatening the World (3)
- BIOL 307 Biology of Organisms (4)

Business/Marketing/Real Estate
A minimum of 6 units from the following:
- RE 300 California Real Estate Principles (3)
- RE 190 Real Property Management (3)
- RE 140 Real Estate Appraisal (3)
- RE 120 Real Estate Practice (3)
- MKT 330 Internet Marketing (3)
- MKT 314 Advertising (3)
- MKT 300 Principles of Marketing (3)
- MKT 122 International Marketing (3)
- BUS 360 E-Business: Introduction and Environment; Technology and Infrastructure (3)
- BUS 350 Small Business Management/Entrepreneurship (3)
- BUS 300 Introduction to Business (3)

Computer Science
A minimum of 6 units from the following:
- CISA 321 Intermediate Database Management (1)
- CISA 320 Introduction to Database Management (1)
- CISP 350 Database Programming (3)
- CISP 360 Introduction to Structured Programming (4)
- CISP 300 Algorithm Design/Problem Solving (3)

Earth Science
A minimum of 6 units from the following:
- PS 302 Introduction to Physical Science (4)
- GEOL 330 Introduction to Oceanography (3)
- GEOL 305 Earth Science (3)
- GEOL 300 Physical Geology (3)
- GEOG 322 Geography of California (3)
- GEOG 306 Weather and Climate (3)
- GEOG 320 World Regional Geography (3)

Public Safety/Fire Technology
A minimum of 6 units from the following:
- FT 320 Hazardous Materials (3)
- FT 301 Fire Prevention Technology (3)
- FT 300 Fire Protection Organization (3)

Social Science
A minimum of 6 units from the following:
- SOC 301 Social Problems (3)
- SOC 300 Introductory Sociology (3)
- ANTH 300 Physical Anthropology (3)
- ANTH 310 Cultural Anthropology (3)

TOTAL UNITS REQUIRED ............................................ 16.5 - 18.5

' Only one unit required. Independent study unit must be GIS related.
GEOG 306
Weather and Climate  3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to atmospheric processes including energy and moisture exchanges, atmospheric pressure, winds, and global circulation. Severe weather conditions such as hurricanes and tornadoes are also studied. World, regional, and local climates are investigated. Student work will include weather observations and analysis of atmospheric data using charts, weather maps and radar and satellite imagery from the Internet and other sources. Because this course involves the use of some quantitative concepts, students are encouraged to have fundamental algebraic skills prior to enrolling in the course.

GEOG 310
Human Geography: Exploring Earth's Cultural Landscapes  3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D5; IGETC Area 4E
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course investigates the diverse patterns of human settlement, development, and movement on earth, which evolved as a result of cultural and environmental factors. Emphasis is placed on understanding global population and migration patterns, language, religion, ethnicity, political and economic systems, development issues, agriculture and urbanization.

GEOG 320
World Regional Geography  3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area D5; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a global survey of the world's major geographic realms: their physical environments, cultures and economies; their origins, interactions and global roles. Basic geographic concepts and ideas are used to study and compare cultures, landscapes, resources, livelihood and land use across Earth. Explanation for the globalization of culture and economy, the widening gap between rich and poor countries, and ethnic diversity in the United States and abroad is stressed throughout the course. A major goal of this course is to improve each student's "mental map of the world."

GEOG 322
Geography of California  3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D5; IGETC Area 4E
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course investigates California's physical, cultural, and economic environments, analyzing cardinal changes resulting from both natural and human interaction. The emphasis is on cultural diversity, human alteration of the landscape, and contemporary problems resulting from accelerated competition for natural, financial, and human resources.

GEOG 331
Exploring Maps and Geographic Technologies  3 Units
Prerequisite: None.
General Education: AA/AS Area IV
Course Transferable to UC/CSU
Hours: 44 hours LEC; 30 hours LAB
Maps are the most effective way to communicate spatial information. This course introduces students to the quickly changing world of maps (both hard-copy and digital) and geographic techniques and technologies such as map and aerial photograph interpretation, spreadsheet operations, basic statistics, cartography, Global Positioning Systems (GPS), Internet mapping, remote sensing and Geographic Information Systems (GIS) that aid in data collection, analysis and presentation.

GEOG 335
Introduction to Geographic Information Systems Applications  3 Units
Prerequisite: None.
Advisory: CISC 302
Course Transferable to CSU
Hours: 30 hours LEC; 72 hours LAB
Geographic Information Systems (GIS) are computer-based tools that are used to generate spatial data in order to make a decision. Through the use of ArcGIS software, this course establishes an understanding of GIS, its applications, and functionality. Students build a foundation of theory and techniques for GIS functionality, data formats and input, spatial analysis, data presentation and manipulation, and map production. Students will learn many of the functions of GIS. This course is not open to students who have received credit for GEOG 335.1, 335.2, and 335.3.

GEOG 335.1
Fundamentals of Geographic Information Systems  1 Unit
Prerequisite: None.
Course Transferable to CSU
Hours: 12 hours LEC; 18 hours LAB
Geographic Information Systems (GIS) are computer-based tools that are used to generate spatial data in order to make a decision. Through the use of ArcGIS software, this course establishes a basic understanding of GIS, its applications, and functionality. Students build a foundation of theory and techniques for GIS functionality, data formats and input, spatial analysis, data presentation and manipulation, and map production. Students will learn many of the basic functions of GIS including presentation, symbology, and labeling of data as well as spatial data analysis and map production. This course is not open to students who have received credit for GEOG 335. See "Cross-Referenced Courses" in the catalog.

GEOG 335.2
Intermediate GIS  1 Unit
Prerequisite: GEOG 335.1 with a grade of "C" or better
Course Transferable to CSU
Hours: 12 hours LEC; 18 hours LAB
Geographic Information Systems (GIS) are systems of computers and people used to generate spatial data in order to make a decision. Through the use of ArcGIS software, this course builds on the foundation of GIS techniques learned in Geography 335.1. Students will learn techniques for GIS data input, spatial analysis, methods of ArcGIS customization, and database management. The basics of spatial data models will be discussed. Students will learn how to input spatial data, normalize spatial data, perform spatial analysis, measure distances, and output GIS based maps.
GEOG 335.3
Projects Using GIS 1 Unit
Prerequisite: GEOG 335.2 with a grade of "C" or better
Course Transferable to CSU
Hours: 6 hours LEC; 36 hours LAB
Geographic Information Systems (GIS) are increasingly being used by business, industry, and research institutions in place of other analysis of spatial data. This course is designed to allow students to produce projects using industry-leading GIS software and technologies. The students will work individually to plan and produce a project including data selection and input, spatial data analysis, production of output materials, and presentation of results. The types of information analyzed may include political, social, health, environmental, or economic data. The final grade will be partly based on the project produced.

GEOG 353
Introduction to the Global Positioning System (GPS) .5 Unit
Prerequisite: None.
Course Transferable to CSU
Hours: 9 hours LEC; 12 hours LAB
This course introduces the Global Positioning System (GPS). Topics include basic concepts of GPS including hands-on operation of the technology, real-world applications, computer interfaces, GIS and other mapping software. A field trip may be required which could include a nominal fee.

GEOG 370
Introduction to GIS Programming 2 Units
Prerequisite: GEOG 335.2. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 30 hours LEC; 18 hours LAB
This course introduces students to programming skills in Geographic Information Systems. Fundamentals of Object Oriented Programming Languages, programming techniques in ArcView's Avenue and introduction to GIS application development will be covered. Students will learn how to customize the ArcView interface and create and modify commands. Students will use Avenue to integrate GIS with existing software, automate GIS operations and customize methods of GIS analysis.

GEOG 390
Field Studies In Geography .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This course covers the study of geographic principles and processes in specific environments (mountains, deserts, coastal, urban, etc.). Course content will vary by destination and will include topics in physical geography, human geography, as well as an introduction to geographic tools and techniques for field research. For specific details, see the course description(s) listed in the schedule. Students will be responsible for providing their own lodging (or camping equipment) and food. Field trip(s) required. This course may be taken four times for credit under a new topic or destination.

GEOG 481
Honors Seminars: Nature & Culture 3 Units
Same As: HONOR 382 and HUM 484
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; CSU Area D5; IGETC Area 3B; IGETC Area 4E
Course Transferable to UC/CSU
Hours: 54 hours LEC
This seminar examines multicultural interpretations and use of the environment from the Native American era to modern day using various geographic regions as case studies. Interdisciplinary in approach, this course draws upon the natural sciences, humanities, and social sciences to explain how the physical environment has been interpreted, utilized, and impacted differently by various cultures through time. Two field trips are required as part of this seminar. This course is intended for academically-accomplished students, regardless of major. Enrollment is limited to Honors Program students (see catalog). This course is the same as HONOR 382 and HUM 484, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

GEOG 482
Honors Seminar in Geography 1 Unit
Same As: HONOR 384
Prerequisite: None.
General Education: AA/AS Area IV
Course Transferable to CSU
Hours: 9 hours LEC; 27 hours LAB
Honors Seminars in Geography are special one-unit intensive courses for academically accomplished students or those with the potential for high academic achievement. In these seminars, students will study advanced topics from the area of Geography. Enrollment is limited to Honors Program students (see catalog). This course is the same as HONOR 384. This course, under either name, may be taken a total of four times for credit on different topics. See "Cross-Listed Courses" in the catalog.

GEOG 495
Independent Studies in Geography 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

GEOG 499
Experimental Offering in Geography .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.S.—Geology

CERTIFICATE
Professional Applications of Geographic Information Systems (GIS) (Earth Science emphasis - see page 188.)

Program Description
Geology is the study of the origin and evolution of the earth, utilizing the principles of mathematics, chemistry, physics and biology. The concept of geologic time and the principles of uniformitarianism help geologists to understand the processes that shape the earth and its environments. Geologists study rocks, minerals and fossils in an effort to draw conclusions about both the earth's observable surface processes that meet the eye, and the earth's interior.

All CRC Geology courses satisfy lower division General Education requirements for the A.A., A.S., B.A., and B.S. degrees. For transfer students earning a Baccalaureate Degree in Geology, satisfactory completion of the CRC Geology curriculum provides a solid foundation and the standard prerequisites for upper division coursework. Geology majors planning to transfer to four-year institutions should take Geology 300, 301, 310, and 311.

Career Opportunities
Geologist (for private industry or the government)
Environmental planner or consultant
Earth Science Educator (middle school through university)
Paleontologist
Petrologist
Natural Resource Management
Cartographer/Stratigrapher
Park Naturalist

Some Career Opportunities require more than two years of college study.

Highlights
- Comprehensive lower division course offerings, including a Physical Laboratory, Mineral Laboratory and Field Course
- Dynamic geologic environment near the Sierra Nevada, San Andreas Fault, and Sacramento Delta
- Internships available with State of California, County of Sacramento, and Federal Land Management Agencies
- A Mathematics, Engineering and Science Achievement (MESA) program

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/plso

Field Study Classes at Cosumnes River College
Nature is often the best classroom! Come learn outside in Cosumnes River College’s field study courses. These classes consist of short classroom sessions followed by extended trips to some of the most unique and beautiful environments in California, including Big Sur, Monterey Bay, Mt. Lassen, Point Reyes, Yosemite and more! These short-term classes are offered by several departments, including Biology, Geography, Geology, Photography, and Physical Education. For more information about specific classes, consult the class schedule or contact each department.

DEGREE
A.S.—Geology
CODE #0642

This degree is designed to meet common lower division requirements for a major in geology.

REQUIRED PROGRAM..........................................................Units
CHEM 400 General Chemistry ..................................................5
CHEM 401 General Chemistry ..................................................5
CHEM 300 Physical Geology ................................................... 3
CHEM 301 Physical Geology Laboratory ................................. 1
CHEM 310 Historical Geology ................................................. 3
CHEM 311 Historical Geology Laboratory ............................. 1
MATH 400 Calculus I ............................................................. 5
MATH 401 Calculus II ............................................................ 5
TOTAL UNITS REQUIRED ..................................................28

G.E. Graduation Requirements for this degree - See pages 20-21.
GEOL 300
Physical Geology  3 Units
Prerequisite: None.
Advisory: Concurrent enrollment in GEOL 301.
General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LEC
Physical geology is an introduction to the composition and dynamics of the earth from the atomic scale of minerals to the global scale of plate tectonics. Topics include the composition of minerals and rock, volcanism, earth structures, earthquakes, erosion and surface processes, geologic time, geologic hazards, and plate tectonics. In this course, attention will focus on the rocks, landscapes, and scenic areas of the American West. Emphasis is placed on how humans affect the environment. Successful completion of physical geology prepares the student to recognize, understand, and appreciate processes which continually change our earth.

GEOL 301
Physical Geology Laboratory  1 Unit
Prerequisite: None.
Corequisite: GEOL 300 (may be taken previously)
General Education: CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course provides "hands-on" experience with the tools and skills discussed in Physical Geology (GEOL 300). Lab topics include mineral and rock identification, map and air photograph interpretation and landform identification, and introduction to the study of geologic maps and cross-sections.

GEOL 305
Earth Science  3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course is an introductory course covering major topics in geology, oceanography, meteorology, astronomy, scientific method, and philosophy of science. This course is designed for non-science majors. Not open to students who have received credit for GEOL 300 or GEOL 310.

GEOL 306
Earth Science Laboratory  1 Unit
Prerequisite: None.
Corequisite: GEOL 305
General Education: CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LAB
This course emphasizes scientific methods and systematic laboratory procedures. Topics include weather analysis, rock and mineral identification, study of geologic concepts by means of topographic maps, and exercises in astronomy and oceanography. One field trip is required. Not open to students who have received credit for GEOL 300 or GEOL 301.

GEOL 310
Historical Geology  3 Units
Prerequisite: None.
Advisory: GEOL 300 or 305 ; An introductory geology or earth science course.
General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course studies the origin and geologic history of Earth and the evolution of its plant and animal inhabitants. Plate tectonic theory is used to explain changes in composition and structure of rocks in Earth's crust from the formation of Earth to the present. Emphasis is placed on the formation of sedimentary rocks for the purpose of understanding how they and the fossils contained within them record changes in Earth environment and processes. Evolution and extinction are studied to understand how they reflect environmental changes in Earth's ocean, atmosphere, and surface.

GEOL 311
Historical Geology Laboratory  1 Unit
Prerequisite: None.
Corequisite: GEOL 310 (may be taken concurrently).
Advisory: GEOL 300
General Education: CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LAB
Laboratory studies will accompany and complement GEOL 310, Historical Geology. Use of sedimentary rocks, fossils, geologic maps, and cross sections will aid in interpreting ancient environments, tectonic settings, and geologic history. Other concepts addressed include age relations and correlation of rock and time units, and introduction to fossil identification and biostratigraphy. At least one field trip or an appropriate alternative activity will be required as an introduction to sedimentary environments and field methods in geology.

GEOL 330
Introduction to Oceanography  3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LEC
The course will provide an introduction to the basic principles and practices of oceanography. Topics will be presented in terms of the applications of physics, geology, chemistry, and biology to a study of the world’s oceans. Specific topics will include planetary science and earth origin, the geologic timescale, geography and location systems, matter, marine provinces, sediments, seismology, plate tectonics, seawater composition, geochemical distributions, deep ocean circulations, winds and surface circulation, waves, tides, estuarine environment, biological production, nekton, plankton, and benthic organisms.

GEOL 342
Geology of the National Parks  3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B1
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces students to Earth’s geologic story as revealed by the rocks and landscapes in our State and National parklands. Attention will focus on how natural Earth processes have formed our State and National parklands. This course addresses surface shaping processes such as volcanism, plutonism, deformation, sedimentation, glaciation and fluvial activity as displayed in our parks and monuments.
GEOL 345
Geology of California 3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides a survey of the physical and historical aspects of California's geology, emphasizing the linkage between humans and geology through socio-economic impacts. This course is recommended for non-majors and majors in geology and is of particular value to science, engineering, environmental studies, education, and economic majors.

GEOL 347
Geologic Mining History of the Mother Lode 3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This is an introductory course covering the mining and geologic history of California's Mother Lode region. Emphasis is on understanding the formation of the area's gold deposits, past and present mining methods, and the legacy left by the early miners.

GEOL 351
Introduction to Mineralogy 3 Units
Prerequisite: None.
Advisory: An introductory geology course and an elementary chemistry course.
General Education: AA/AS Area IV; CSU Area B1; CSU Area B3
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
The properties, relationships and origins of minerals, crystallography and determinative mineralogy; economic importance of minerals in California and on a world-wide basis.

GEOL 390
Field Studies in Geology .5-4 Units
Prerequisite: None
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
This course covers the study of geologic principles and processes of specific areas (mountains, deserts, great valley, coastal region, etc.). For specific details, see the course description(s) listed in the schedule. Students will be responsible for providing their own lodging (or camping equipment) and meals. This course may be taken up to four times for credit under a new topic or destination.

GEOL 495
Independent Studies in Geology 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

GEOL 499
Experimental Offering in Geology .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB
DEGREE
A.S.—Health

Red Cross Certification:
Standard First Aid (includes First Aid and Adult CPR)
Community CPR (includes Adult, Infant and Child CPR)
CPR for the Professional Rescuer

Program Description
This CRC program in Health Education is designed to provide students the essential information for the evaluation, protection and maintenance of individual health as well as providing for Red Cross Certification in several emergency response courses.

The Health Education curriculum fulfills a portion of the General Education graduation requirement for Living Skills and is transferrable to all four-year colleges and universities.

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

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DEGREE
A.S.—Health
CODE #1581

The program in Health is typical of lower division requirements for four-year colleges and universities (though some requirements tend to vary from college to college). For specific requirements, students should refer to a catalog of the college of their choice. Students are also advised to see a counselor before selecting courses best aligned with their transfer institution.

REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 310 General Biology</td>
<td>4</td>
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<tr>
<td>or BIOL 400 Principles of Biology</td>
<td>4-5</td>
</tr>
<tr>
<td>BIOL 430 Anatomy and Physiology</td>
<td>5</td>
</tr>
<tr>
<td>BIOL 431 Anatomy and Physiology</td>
<td>5</td>
</tr>
<tr>
<td>CHEM 305 Introduction to Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>or CHEM 400 General Chemistry</td>
<td>5</td>
</tr>
<tr>
<td>HEED 300 Health Science</td>
<td>3</td>
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<tr>
<td>NUTRI 300 Nutrition</td>
<td>3</td>
</tr>
</tbody>
</table>

A minimum of 6 units from the following: ..............................................6¹
<table>
<thead>
<tr>
<th>Course</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 440 General Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>HEED 350 Personal Wellness</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 320 Social Psychology</td>
<td>3</td>
</tr>
<tr>
<td>or FCS 312 Child Development</td>
<td>3</td>
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<tr>
<td>or PSYC 372 Child Development</td>
<td>3</td>
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<tr>
<td>or PSYC 353 Psychology of Adjustment</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 300 General Principles</td>
<td>3</td>
</tr>
<tr>
<td>PSYC 356 Human Sexuality</td>
<td>3</td>
</tr>
<tr>
<td>SOC 300 Introductory Sociology</td>
<td>3</td>
</tr>
<tr>
<td>PHYS 310 Conceptual Physics</td>
<td>3</td>
</tr>
<tr>
<td>or PHYS 350 General Physics</td>
<td>4</td>
</tr>
<tr>
<td>PSYC 330 Introductory Statistics for the Behavioral Sciences</td>
<td>3</td>
</tr>
<tr>
<td>or STAT 300 Introduction to Probability and Statistics</td>
<td>4</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED ........................................................................ 31-32

¹The student should choose a minimum of 6 units from these electives based on the requirements for a Health Degree at the transfer institution. More than 6 units may be necessary to fulfill the requirements of some transfer institutions. (Also see list of suggested electives).

Suggested Electives:
ACCT 301;
BIOL 307, 420;
BUS 350;
CHEM 306, 401;
ECON 302; 304;
MATH 400;
PHYS 360

G.E. Graduation Requirements for this degree - See pages 20-21.
HEALTH EDUCATION (HEED)

HEED 300
Health Science 3 Units
Prerequisite: None.
General Education: AA/AS Area III(b); CSU Area E1
Course Transferable to UC/CSU
Hours: 54 hours LEC
The aim of this course is to help people achieve a high level of wellness and prevent disease by assisting them to maximize both their personal lifestyles and their environments. This course will help you to identify the various factors influencing your current and future levels of wellness. Information presented will include, but not be exclusive to: mental health, stress management, nutrition, weight control, fitness, sexuality, addictive substances, and disease.

HEED 312
Community CPR (Cardiopulmonary Resuscitation)- Basic Life Support 1 Unit
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 18 hours LEC
This course includes information essential for first aid knowledge, skill ability, and personal judgment support, introduction in basic life support, introduction of the AED (Automated External Defibrillator), and CPR (cardio-pulmonary resuscitation) for adults, children and infants. Instruction includes adult, child and infant CPR, choke rescues and recognizing symptoms of heart attacks. Students successfully completing this course and qualifying tests will be eligible to receive an American Red Cross certificate in adult, child and infant CPR. This course may be taken four times for credit.

HEED 313
Standard First Aid 1 Unit
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC
This course includes first aid procedures such as how to deal with cuts, bruises, bone/muscle injuries, shock, bleeding, other first aid emergencies, introduction of the AED (Automated External Defibrillator), and also adult one-rescuer CPR (cardio-pulmonary resuscitation). These instructional methods and techniques meet the requirements from the American Red Cross in Standard First Aid and CPR. This course is recommended for lifeguards, ski patrol, recreation workers, teachers and Physical Education majors. Students successfully completing this course and qualifying tests are issued American Red Cross certificates in Standard First Aid and in Adult CPR. This course may be taken four times for credit.

HEED 314
Community First Aid and Safety 2 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC
This course includes lecture and practice in Community CPR (Cardio-Pulmonary Resuscitation), including adult, infant and child CPR. Also included are choke-rescue and how to recognize symptoms of a heart attack. There will also be lecture and practice in First Aid procedures such as how to deal with cuts, bruises, bone/muscle injuries, shock, bleeding and other first aid emergencies. These instructional methods and techniques meet the requirements from American Red Cross in adult, infant, and child CPR and First Aid. Students successfully completing course and qualifying tests are issued American Red Cross certificates in adult, child, and infant CPR and in First Aid. This course may be taken four times for credit.

HEED 320
CPR: BLS for the Professional Rescuer 2 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 36 hours LEC
This course is designed to meet the special needs of the people who are expected to respond in emergency situations. Students will learn adult, child, and infant CPR (Cardio-Pulmonary Resuscitation) as well as two-rescuer CPR, the use of rescue-breathing devices, and use of the AED (Automated External Defibrillator). Instruction will emphasize the skills a professional rescuer needs to act as a crucial link in the emergency medical services (EMS) system. Satisfactory completion of this course results in American Red Cross certificate in CPR for the Professional Rescuer. The course may be taken four times for credit.

HEED 342
Contemporary Problems of Student Athletes 2 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 36 hours LEC
This class is designed to foster the ability of the student-athlete to be successful in both studies and athletics and ultimately, life in general. The course will be presented through a series of various topics that are of interest to the student-athlete such as examining learning styles, motivational speakers, nutrition, marketing yourself to the next level, methods toward academic success and many others.

HEED 350
Personal Wellness 3 Units
Same As: PET 301
Prerequisite: None.
General Education: AA/AS Area III(b); CSU Area E1
Course Transferable to CSU
Hours: 54 hours LEC
This course takes a personal approach to lifetime healthy habits. The students will relate their own lives to topics that include: fitness, weight management, relationships, nutrition, stress management, sexual health, risky behaviors, and prevention of diseases. Assessment, plans for change and reinforcement will be applied through the use of journals, projects, written assignments and tests. This course is the same as PET 301, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.
HEED 360
Weight Management  3 Units
Same As: PET 380
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This course includes all aspects relating to managing your weight, including causes, health risks, assessment, prevention and treatment strategies. It also includes communication, basic health behavior changes, basic nutrition, program planning and implementation. This course is the same as PET 380, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

HEED 495
Independent Studies in Health Education  1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

HEED 499
Experimental Offering in Health Education  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
## Health Information Technology
### Careers & Technology

### DEGREE
A.S. — Health Information Technology

### CERTIFICATE
Health Information Coding Specialist

### Program Description
The CRC Health Information Technology program is designed to train health information professionals with the knowledge and skills to process, analyze, disseminate and maintain health care information. A career as a health information professional offers a unique opportunity to combine an interest in health information, business, and computer information science. Employment opportunities are available in long-term care, ambulatory care, and acute care facilities; state and federal health agencies; and private industry.

### Career Opportunities
- Health Information Analyst
- Release of Information Consultant
- ICD/CPT Coder
- Medical Staff Coordinator
- Health Information Abstractor
- Supervisor, Health Information Data Quality Manager
- Quality Improvement Coordinator

### Employment opportunities possible in the following settings:
- Ambulatory Care
- Long-Term Care/Rehabilitation
- State and Federal Health Agencies
- Professional Review Organizations
- Insurance Companies
- Consulting Firms
- Mental Health/Chemical Dependency
- Acute Care

Some Career Opportunities may require experience in addition to at least one year of college study.

### Highlights
- Training in a field rated as the nation’s tenth most employable career
- The HIT A.S. program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).
- Non-paid clinical experience in applying classroom-based knowledge at affiliated health-related agencies

*For information about the student learning outcomes for this program, see [http://www.crc.losrios.edu/pslo](http://www.crc.losrios.edu/pslo)*

### DEGREE
A.S. — Health Information Technology

### CODE #1252

The CRC Health Information Technology program is designed to train health information professionals with the knowledge and skills to process, analyze, disseminate and maintain health care information. A career as a health information professional offers a unique opportunity to combine an interest in health information, business, and computer information science. Employment opportunities are available in long-term care, ambulatory care, and acute care facilities; state and federal health agencies; and private industry.

### Enrollment Eligibility:
To be eligible for enrollment in the program, the student must meet the following criteria:
- Completion of AH 110, AH 124, and BIOL 100 or 102 with grades of C or better.
- Completion of a pre-enrollment form (includes official copies of all college transcripts) received by May 15th for the following Fall Semester. Forms are available from the Careers & Technology division office.

### Enrollment Process:
Eligible students are selected for the program according to the following steps:
- Only students who meet the pre-enrollment will be considered for the program.
- Selection will be based on a random lottery process, should the number of applicants exceed the spaces in the program.

### REQUIRED PROGRAM

<table>
<thead>
<tr>
<th>Semester 1 - Fall</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT 100 Introduction to Health Information Technology: Hospital Settings</td>
<td>3</td>
</tr>
<tr>
<td>AH 120 Human Disease</td>
<td>3</td>
</tr>
<tr>
<td>HIT 120 Basic ICD-CM Coding</td>
<td>2</td>
</tr>
<tr>
<td>HIT 102 Introduction to Health Information Technology: Alternative Settings</td>
<td>2</td>
</tr>
<tr>
<td>CISC 302 Computer Familiarization</td>
<td>2</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester 2 - Spring</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT 122 Advanced ICD Coding</td>
<td>4</td>
</tr>
<tr>
<td>HIT 130 Health Statistics</td>
<td>2</td>
</tr>
<tr>
<td>HIT 140 Computerized Health Information Systems</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester 3 - Fall</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT 110 Medical Legal Aspects of Health Information</td>
<td>2</td>
</tr>
<tr>
<td>HIT 150 Continuous Quality Improvement</td>
<td>2</td>
</tr>
<tr>
<td>HIT 170 Health Information Technology Directed Practice I</td>
<td>3</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Semester 4 - Spring</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIT 160 Supervision for the Allied Health Professional</td>
<td>2</td>
</tr>
<tr>
<td>CISA 315 Introduction to Electronic Spreadsheets</td>
<td>2</td>
</tr>
<tr>
<td>CISA 320 Introduction to Database Management</td>
<td>1</td>
</tr>
<tr>
<td>HIT 171 Health Information Technology Directed Practice II</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL UNITS REQUIRED** .............................................................37

**G.E. Graduation Requirements for this degree** - See pages 20-21.
CERTIFICATE
Health Information Coding Specialist
CODE #1372

The Health Information Coding Specialist Certificate prepares the student to apply medical coding classifications to health care encounters using industry standards through both theory and practical (internship) applications for the purpose of meeting health care industry needs; preparing students for appropriate certification exams, and providing career ladder opportunities for health care workers.

Enrollment Eligibility:
To be eligible for enrollment in the program, the student must meet the following criteria:

- Completion of AH 110, AH 124, and BIOL 100 or 102 with grades of C or better.
- Completion of a pre-enrollment form (includes official copies of all college transcripts) received by May 15th for the following Fall Semester. Forms are available from the Careers & Technology Division office.

Enrollment Process: Eligible students are selected for the program according to the following steps:

- Only students who meet the pre-enrollment will be considered for the program.
- Selection will be based on a random lottery process, should the number of applicants exceed the spaces in the program.

REQUIRED PROGRAM..............................................................................Units

Semester 1 - Fall
AH 120 Human Disease .................................................................3
HIT 100 Introduction to Health Information Technology: Hospital Settings ................................................3
HIT 120 Basic ICD-CM Coding .........................................................2
CISC 302 Computer Familiarization ..............................................2

Semester 2 - Spring
HIT 122 Advanced ICD Coding ......................................................4
HIT 130 Health Statistics .................................................................2

Semester 3 - Fall
HIT 110 Medical Legal Aspects of Health Information .................2
HIT 150 Continuous Quality Improvement ....................................2

Semester 4 - Spring
CISA 315 Introduction to Electronic Spreadsheets .......................2
CISA 320 Introduction to Database Management .........................1
HIT 172 Directed Practice: Health Information Coding Specialist ..........1

TOTAL UNITS REQUIRED......................................................................26

HEALTH INFORMATION TECHNOLOGY (HIT)

HIT 100
Introduction to Health Information Technology: Hospital Settings  3 Units
Prerequisite: None
Hours: 45 hours LEC; 27 hours LAB
This course is an introduction to health records systems in the acute care setting focusing on procedures for completion, maintenance, and preservation of health information. The relationship between health information management and the health care delivery system will also be discussed. Students will become familiar with the concept of accreditation, certification, and licensing of health care facilities with emphasis on the accreditation survey process.

HIT 102
Introduction to Health Information Technology: Alternate Care Settings 2 Units
Prerequisite: None
Hours: 36 hours LEC
This course introduces to the student a multitude of non-acute health care settings available to the health information professional. Emphasis will be placed on the setting, the regulatory issues, documentation practices, reimbursement, information management, quality improvement, utilization management, risk management, the role of the Health Information professional and currents trends in the field.

HIT 110
Medical Legal Aspects of Health Information 2 Units
Prerequisite: HIT 100 with a grade of “C” or better
Hours: 36 hours LEC
This course explores the legal basis for the control, use and release of health information. This concept of consent for treatment and other procedures, as well as the ethical issues involved in the release of health care information will be addressed. Federal and state laws and regulations governing the handling of special health information (psychiatric, substance abuse and HIV/AIDS) will be reviewed.

HIT 120
Basic ICD-CM Coding 2 Units
Prerequisite: None
Corequisite: AH 120 and 124. Grade of “C” or better required to meet corequisite.
Hours: 27 hours LEC; 27 hours LAB
This introductory course covers the basic principles of coding diseases and procedures using the INTERNATIONAL CLASSIFICATION OF DISEASES, Current Edition, Clinical Modification and the coding handbook for entry-level coders. Only the current ICD edition will be utilized in this course. The impact of coding for reimbursement will be discussed.
### HIT 122
#### Advanced ICD Coding
- **Units:** 4
- **Prerequisite:** HIT 120. Grade of "C" or better required to meet prerequisite.
- **Hours:** 54 LEC; 54 LAB

This course will address more complex issues related to ICD-9-CM coding. Class lectures and labs will focus on using actual health records, and learning and applying higher level coding skills. The Propective Payment System and Diagnosis Related Groups (DRGs) will be introduced as well as coding for prospective payment. Computer encoders and groupers will be emphasized.

### HIT 123
- **Units:** 2
- **Prerequisite:** AH 120 with a grade of "C" or better.
- **Hours:** 27 LEC; 27 LAB

The principles and mechanics of coding procedures according to current procedural terminology and its relationship to the Health Care Financing Administration Common Procedure Coding System are taught in this course.

### HIT 130
#### Health Statistics
- **Units:** 2
- **Prerequisite:** HIT 100 with a grade of "C" or better.
- **Hours:** 27 LEC; 27 LAB

This course will introduce the principles of health care statistics including the process of abstracting data from medical records, the preparation of administrative and medical reports, the use of statistics in medical research, the applications of automated systems, and the interpretation of reports and the registration of vital statistics. Automated abstracting and vital statistics systems, as well as the use of spreadsheet packages for data display will be introduced.

### HIT 140
#### Computerized Health Information Systems
- **Units:** 2
- **Prerequisite:** CISC 302 with a grade of "C" or better.
- **Hours:** 27 LEC; 27 LAB

This online course will provide practical experience in the use of software programs commonly used in health information, including master patient index, chart tracking, abstracting, encoders and groupers, release of information, birth registration, and incomplete record management systems. Emphasis will also be placed on the use of spreadsheet and database programs in the manipulation and use of health information.

### HIT 150
#### Continuous Quality Improvement
- **Units:** 2
- **Prerequisite:** HIT 130 with a grade of "C" or better.
- **Hours:** 36 LEC

This course will provide an overview of Continuous Quality Improvement inherent in the health care industry. Students will explore the history and development of Continuous Quality Improvement (CQI) efforts in health care. Students will also discuss quality and process improvement techniques applicable to health care. The roles and responsibilities of individuals involved in medical staff peer review, utilization review and risk management will be presented to students. The concept of an organized medical staff will be discussed, as well as the role of the medical staff office. The variety of computer applications available for CQI and Medical Staff Organization (MSO) functions will also be presented to students.

### HIT 160
#### Supervision for the Allied Health Professional
- **Units:** 2
- **Prerequisite:** None
- **Corequisite:** HIT 170. Grade of "C" or better required to meet corequisite.
- **Hours:** 36 LEC

This core course is designed to prepare allied health professionals for supervisory positions. Basic management principles as well as in service education and dealing with difficult behavior in the workplace will be included. Emphasis will be placed on developing organizational charts, policies and procedures, job descriptions, and in service education materials for the health care environment. In addition, students will be exposed to numerous health care-related case studies which deal with communication, conflict resolution, motivation, and interviewing.

### HIT 170
#### Health Information Technology
#### Directed Practice I
- **Units:** 3
- **Prerequisite:** HIT 100 and 130 with grades of "C" or better.
- **Hours:** 6 LEC; 144 LAB

Students will experience supervised clinical practice in a health-related institution. They will gain practical experience in data content and structure; collection, storage and retrieval of health information; analysis, interpretation, and presentation of health data; information technology and systems; and various registries and ancillary departments. Students shall have the status of learner and shall not be considered agency employees, nor shall they replace agency staff.

### HIT 171
#### Health Information Technology
#### Directed Practice II
- **Units:** 3
- **Prerequisite:** HIT 170 with a grade of "C" or better.
- **Hours:** 6 LEC; 144 LAB

Students will experience supervised clinical practice in a health-related agency. Students will gain hands-on experience in data integrity; management; supervision; legal and regulatory issues; release of information; and coding/classification systems. Students will have the status of learner and shall not be considered agency employees, nor shall they replace agency staff. Directed practice is conducted as a non-paid laboratory experience and the student is required to attend the facility eight hours per week during daytime hours. Enrollment is limited to students who have satisfactorily completed a health status examination and TB screening.

### HIT 172
#### Directed Practice: Health Information Coding Specialist
- **Units:** 1
- **Prerequisite:** HIT 122 with a grade of "C" or better.
- **Hours:** 54 LAB

This course is a supervised clinical experience in performing coding and abstracting. Students must be available during regular business hours. Students shall have the status of learner and shall not be considered agency employees, nor shall they replace staff. Directed practice is conducted as non-paid laboratory experience.
HIT 295
Independent Studies in Health Information Technology 1-3 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

HIT 298
Work Experience in Health Information Technology 1-4 Units
Prerequisite: None
Hours: 60-300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

HIT 299
Experimental Offering in Health Information Technology .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
Program Description
The CRC History program offers a study of history which contributes to cultural literacy and develops critical thinking and other useful skills while helping students understand today and plan for tomorrow.

Career Opportunities
Administrator Archivist
Business Consultant Foreign Service
Government Service Historian
Journalist Librarian
Museum Curator Researcher/Research Analyst
State Park Historian Teacher
Writer

Some Career Opportunities may require more than two years of college study.

Highlights
• Overview of Western Civilization and American History, African-American History, Women in American History
• Study Abroad in such locations as London, Paris, Florence, Madrid and the PCR
• Faculty includes widely traveled scholars, authors and active historians

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

HISTORY (HIST)

HIST 301
History of Western Civilization (to 1660) 3 Units
Prerequisite: None.
Advisory: ENGWR 101 or eligibility for ENGWR 300
General Education: AA/AS Area V(b); CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course investigates the manner in which the institutions that comprise our "Western Civilization" developed, from prehistoric times to 1660. It constitutes a survey of the various "strands" that make up that civilization: political, economic, social and cultural.

HIST 302
History of Western Civilization 3 Units
Prerequisite: None.
Advisory: ENGWR 101 or eligibility for ENGWR 300
General Education: AA/AS Area V(b); CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course reviews the course of Western Civilization from 1660 to the present, concentrating on the history of Western Europe. It provides a general account of those forces and events that have shaped developments in the Twentieth Century.

HIST 307
History of World Civilizations to 1500 3 Units
Prerequisite: None.
Advisory: ENGWR 101 or eligibility for ENGWR 300
General Education: AA/AS Area V(b); CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a survey of the development of world civilizations from antiquity to 1500, with particular emphasis on the dynamic interaction and comparison of peoples and cultures. The focus is on the role played by social, political, economic, cultural and religious forces in shaping the major world civilizations and the legacy of these civilizations and our world today.
HIST 308
History of World Civilizations, 1500 to Present  3 Units
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a survey of the development of the major civilizations of the world from the 16th century to the present, with particular emphasis on the dynamic interaction of peoples and cultures. The focus is on the role played by social, political, economic, cultural and religious forces in shaping the major world civilizations and the legacy of these civilizations and our world today.

HIST 312
History of the United States (to 1865)  3 Units
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
General Education: AA/AS Area V(a); CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
History of the United States (to 1865) portrays the growth of America, its institutions and ideals, from their beginning through the Civil War period, examining the decisions and developments that shaped our national heritage. The U.S. Constitution and the establishment of American government institutions are also covered.

HIST 313
History of the United States (1865-1945)  3 Units
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
General Education: AA/AS Area V(a); CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
History of the United States portrays America's development from the period of Reconstruction following the Civil War in 1865 through the end of the Second World War in 1945, examining the significant ideas, decisions, forces, institutions, individuals, events, and processes that affected continuity and change during this time. Includes coverage of California state and local government.

HIST 314
Recent United States History  3 Units
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
General Education: AA/AS Area V(a); CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
Hours: 54 hours LEC
Recent U.S. History reviews those events that constitute our country's history from 1945 to the present, ensuing against the background of a "world setting." While the emphasis tends to be on political developments, the course also covers broad economic, social, and cultural patterns. It includes coverage of California state and local government.

HIST 320
History of the United States: African-American Emphasis  3 Units
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
General Education: AA/AS Area V(a); CSU Area D6; CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
U.S. History from the founding of Jamestown in 1607, through the Civil War. The course begins with a brief overview of the Black American's African heritage. It continues with the role played by African-American women as well as men in the growth and development of the nation. The U.S. Constitution and the establishment of American government institutions are also covered.

HIST 321
History of the United States: African-American Emphasis  3 Units
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
General Education: AA/AS Area V(a); CSU Area D3; CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
U.S. History from 1865 to the present, including coverage of the state and local government, with an increased emphasis on the role of black women as well as men, spelling out their specific contributions in the growth and development of the nation. It includes coverage of California state and local government.

HIST 320
History of the United States: A Multicultural Perspective  3 Units
Prerequisite: None
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a general historical survey of the social, political and economic developments of California from its origin to the present time. Emphasis is placed on the state's multicultural heritage and on significant local history.

HIST 331
Women in American History  3 Units
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
General Education: AA/AS Area V(a); CSU Area D4; CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
Hours: 54 hours LEC
Survey history of the United States from 1607 to the present, emphasizing the economic and social conditions that gave women more actual respect and some public power. Course includes the roles of women in Native American tribes, the English heritage of the colonists, the contributions of women in creating new homes and farms, and the role of women in times of war. Emphasis on the roles of women in the three major social issues of the 19th century: labor, abolition, and women's rights. Includes present-day issues and the legacy of how women in the past dealt with similar issues.
HIST 360
History of African Civilizations 3 Units
Prerequisite: None.
Advisory: ENGWR 101 or eligibility for ENGWR 300
General Education: AA/AS Area V(b); CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introductory survey of the history of Africa from earliest times to the present. Major topics will include origins of humanity and society, civilizations of the Nile Valley, the peopling of Sub-Saharan Africa, African societies to 1500 A.D., precolonial Saharan and Sub-Saharan Africa, colonial Africa and the emergence of modern state in Africa.

HIST 370
History of the Americas through the 19th Century Wars of Independence 3 Units
Prerequisite: None.
Advisory: ENGWR 101 or eligibility for ENGWR 300
General Education: AA/AS Area V(b); CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a general historical survey of North, Central, and South America from the earliest civilizations through the 19th century wars of independence. The focus is on the roles played by political, economic, cultural, and religious forces in shaping the western hemisphere.

HIST 371
History of the Americas from the 19th Century Wars of Independence to the Present 3 Units
Prerequisite: None.
Advisory: ENGWR 101 or eligibility for ENGWR 300
General Education: AA/AS Area V(a); CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a general historical survey of North, Central, and South America from the wars of independence to the present day. Special emphasis is placed on a review of the North American colonies, the road to revolution, independence from England, and the constitutional period as well as subsequent Latin American - United States relations. This course satisfies the state requirements in United States history.

HIST 373
History of Mexico 3 Units
Prerequisite: None.
Advisory: ENGWR 101 or eligibility for ENGWR 300
General Education: AA/AS Area V(b); CSU Area D6; IGETC Area 4F
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a general historical survey of Mexico from the earliest civilizations to the contemporary period. Emphasis is placed on the Spanish conquest, the War of Independence, the roles played by various leaders of Mexico, the Revolution of 1910, Reconstruction, and Mexico today.

HIST 402
Critical Reasoning and Composition 3 Units
Prerequisite: ENGWR 300 with a grade of "C" or better
General Education: AA/AS Area II(b)
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will study critical thinking techniques found in historical methodology and apply those techniques to written historical arguments and interpretations. The course will employ as a principal subject for critical analysis the experiences of Native Americans, African-Americans, Hispanics, and Asian-Americans in the United States, although other topics will be discussed from time to time. Emphasis will be placed upon extensive and progressively more difficult written assignments.

HIST 495
Independent Studies in History 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

HIST 499
Experimental Offering in History .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
HONORS SCHOLAR PROGRAM
A course of study for academically accomplished students

Prerequisite:
Admission to Honors Program
Acceptable for credit: CSU, UC — See Counselor

For more information, see page 27 of the college catalog.

Program Description
Designed specifically for academically accomplished students, or those with the potential for high academic achievement. CRC’s Honors program provides opportunities for intellectual growth beyond those generally found in most undergraduate programs.

Honors
Honors courses are special intensive courses in which students will confront and attempt to resolve difficult questions that arise in a careful study of the issues found in the discipline(s).

Honors students are expected to research aspects of these questions and present their findings to the class in written form for seminar discussion. Field trips to attend events or to do research may be an integral part of the Honors course experience. Students who successfully complete units from Honors courses may be able to count these units as part of the Transfer Breadth Requirements (see page 38).

The Honors Program now offers three-unit seminars. These courses are modeled on the freshman and sophomore seminars at the University of California. They provide the same opportunities for CRC students: experience in a small, rigorous seminar that challenges them to do bold, original, and creative thinking, confront recent theory and primary research, and express themselves in classroom exchanges and critical papers. The seminars are often interdisciplinary in nature and present advanced topics outside or beyond the general curriculum. These courses are also created to satisfy specific general education requirements at CRC, California State University campuses, and the University of California.

The Honors Program encourages applications from all interested students and enrolls individuals into the program based on evidence of their potential to benefit from the Honors Seminars. We ask that students provide us with information that demonstrates their interest, motivation, preparation and potential for this form of study. Students interested in applying for membership in the Honors Program will find applications available from area offices, program faculty, or online at http://crc.losrios.edu/%7Ehonors/honorsindex.html.

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

HONORS SCHOLAR PROGRAM

Students who complete 15 units or more in honors-designated courses will earn special recognition as an Honors Scholar, a distinction that may entitle the student to guaranteed transfer and scholarship opportunities at select transfer colleges and universities. Interested students should contact their counselor, the Honors Director, or the Vice President of Instruction and Student Learning. Courses that qualify as part of the program are listed below.

REQUIRED PROGRAM........................................................................Units
Select 15 units from the following:

- ENGCW 480 Honors Seminar: Creative Writing & Culture (3)
- HONOR 320 BUS 480 Honors Seminars in Business (1)
- HONOR 340/COMM 480 Honors Seminar: Political Campaign Communication (3)
- HONOR 350/FMS 488 Honors Seminar: Intro to Critical Theory (3)
- HONOR 352/FMS 489 Honors Seminar: Films of Alfred Hitchcock (3)
- HONOR 360/HUM 486 Honors Seminars in Humanities:
  - Modern Drama Live (1)
  - Shakespeare Live (1)
- HONOR 370/SOCSC 480 Honors Seminars in Social Science (1)
- HONOR 382 GEOG 481/HUM 484 Honors Seminar: Nature and Culture (3)
- HONOR 383/Biol 481 Honors Seminar in Biology (1)
- HONOR 384/GEOG 482 Honors Seminar in Geography (1)
- HONOR 390/MATH 480 Honors Seminars in Mathematics:
  - Number Theory (1)
  - Organic Chemistry (5)
  - Calculus III (5)
  - Differential Equations (4)
  - Introduction to Linear Algebra (3)
  - Electricity and Magnetism (3)
- HONOR 410 PHYS 421 Heat, Waves, Light and Modern Physics (4)

TOTAL UNITS REQUIRED .........................................................15

HONORS (HONOR)

HONOR 320
Honors Seminars in Business

Same As: BUS 480

Prerequisite: None.

Course Transferable to CSU

Hours: 18 hours LEC

Honors Seminars in Business are special one-unit intensive courses for academically accomplished students or those with the potential for high academic achievement. In these seminars, students will study topics in the movements, trends and philosophies found in the business. Enrollment is limited to Honors Program students (see catalog). This course is the same as BUS 480. This course, under either name, may be taken a total of four times for credit on different topics. See “Cross-Listed Courses” in the catalog.
HONOR 340
Honors Seminar: Political Campaign Communication 3 Units
Same As: COMM 480
Prerequisite: None.
General Education: AA/AS Area I(b); CSU Area D7; CSU Area D8; IGETC Area 4G
Course Transferable to UC/CSU
Hours: 54 hours LEC
What do pundits, politicians and the public have in common? The ability to impact political campaign communication. This seminar-style course will introduce students to the effects of political campaign communication on public opinion and election results. Using timely data, students will evaluate news media, debate presidential debates, and analyze campaign messages using qualitative and quantitative approaches. This course is intended for the honors student interested in learning about political communication, rhetorical criticism, and techniques for writing for academic audiences. Enrollment is limited to Honors Program students (see catalog). This course is the same as COMM 480, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

HONOR 350
Honors Seminar: Introduction to Critical Theory 3 Units
Same As: FMS 488
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course investigates questions of interpretation and representation in film, literature, media, and culture. Students examine contemporary critical and cultural theory, then apply these theories in analyzing a variety of texts from the Shakespearean play to the science-fiction horror film. Theories introduced include, but are not limited to, semiotics, psychoanalysis, rhetorical criticism, gender theory, and postmodernism. Students intending to transfer into arts, film, literature, humanities, and cultural studies programs will find this course particularly useful in understanding the critical language of the university. Enrollment is limited to Honors Program students (see catalog). This course is the same as FMS 488, and only one may be taken for credit. See "Cross-listed Courses" in the catalog.

HONOR 352
Honors Seminar: The Films of Alfred Hitchcock 3 Units
Same As: FMS 489
Prerequisite: None.
General Education: AA/AS Area I
Course Transferable to UC/CSU
Hours: 54 hours LEC
This seminar studies the work of Alfred Hitchcock from the perspective of the key concepts in film theory. Students will investigate the films and criticism of one of the greatest and strangest directors, the self-styled master of suspense. This seminar takes a close reading of Hitchcock's most important films and the most significant writing on the director's work. For students interested in film, media, art, literature, and the humanities, the course examines Hitchcock's visual style, thematic concerns, and directorial techniques, and introduces the major critical approaches to cinema studies. Enrollment is limited to Honors Program students (see catalog). This course is the same as FMS 489, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.
HONOR 383
Honors Seminar in Biology 1 Unit
Same As: BIOL 481
Prerequisite: None.
General Education: AA/AS Area IV
Course Transferable to CSU
Hours: 12 hours LEC; 18 hours LAB
Honors Seminars in Biology are special one-unit intensive courses for academically accomplished students or those with the potential for high academic achievement. In these seminars, students will study advanced topics from the area of biology. Enrollment limited to Honors students (see catalog). This course is the same as BIOL 481. This course, under either name, may be taken a total of four times for credit on different topics. See “Cross-Listed Courses” in the catalog.

HONOR 384
Honors Seminar in Geography 1 Unit
Same As: GEOG 482
Prerequisite: None.
General Education: AA/AS Area IV
Course Transferable to CSU
Hours: 9 hours LEC; 27 hours LAB
Honors Seminars in Geography are special one-unit intensive courses for academically accomplished students or those with the potential for high academic achievement. In these seminars, students will study advanced topics from the area of Geography. Enrollment is limited to Honors Program students (see catalog). This course is the same as GEOG 482. This course under either name, may be taken up to four times for credit on different topics. See “Cross-Listed Courses” in the catalog.

HONOR 390
Honors Seminars in Mathematics 1 Unit
Same As: MATH 480
Prerequisite: MATH 370 with a grade of “C” or better
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC
Honors Seminars in Mathematics are special one-unit intensive courses for academically accomplished students or those with the potential for high academic achievement. In these seminars, students will study advanced topics from the area of mathematics and will be expected to do independent problem solving and present their solutions to the class. Enrollment is limited to Honors Program students (see catalog). This course is the same as MATH 480. This course, under either name, may be taken a total of four times for credit on different topics. See “Cross-Listed Courses” in the catalog.

HONOR 499
Experimental Offering in Honors .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
DEGREES
A.S.—Horticulture, Landscape Design
A.S.—Horticulture, Landscape Industry
A.S.—Horticulture, Nursery Industry

CERTIFICATES
Landscape Design
Landscape Industry
Nursery Operations

Program Description
These CRC programs offer students the opportunity to blend the disciplines of horticulture, construction, drafting and business into a unique professional opportunity. A wide variety of employment opportunities are available in the Sacramento area for students completing the Associate Degree or one of the certificate programs. The continued growth of the area and the need for specialized training are creating a demand for qualified individuals.

A student majoring in a degree option program should, upon completion, be able to meet the standards imposed by local industries for proper placement within the selected job area of the student’s choice. It should, however, be noted that each employment situation may require that additional standards be met.

Career Opportunities
Nursery Management and Operations
Park Maintenance
Landscape Design
Contracting & Maintenance
Fertilizer & Insecticide Application
Research
Retail/Wholesale
Estimator
Government Agency employee

Highlights
• Hands-on experience in greenhouse operations
• Field trips for appreciation and evaluative study
• Practical design opportunities

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.S.—Horticulture, Landscape Industry
CODE #1146

A diversity of professional career opportunities are available to those who complete the associate degree in Landscape Industry. The degree in Landscape Industry is designed to provide students a comprehensive resume of skills and knowledge for employment in the horticulture industry. Students who complete the associate degree in Landscape Industry find employment in a wide range of areas including landscape contracting, construction, installation, and maintenance, turf management, parks and recreation, golf course maintenance, golf course management and supervision, landscape irrigation, landscape design and consulting, nurseries and garden centers, pest management, horticulture supply, and power equipment servicing.

REQUIRED PROGRAM.........................................................Units
HORT 100 Plant Diseases and Pests........................................3
HORT 122 Landscape Practices: Pesticide Qualified Applicator’s Certificate........2
HORT 300 Introduction to Horticulture..................................3
HORT 302 Soils and Plant Nutrition (3) or PLTS 310 Soils and Plant Nutrition (3)........3
HORT 305 Plant Materials II....................................................3
HORT 306 Plant Materials II....................................................3
HORT 320 Landscape Construction..........................................3
HORT 322 Landscape Graphics.................................................3
HORT 324 Landscape Maintenance.........................................3
HORT 325 Landscape Irrigation...............................................3
HORT 326 Landscape Design..................................................3
HORT 498 Work Experience in Horticulture............................4
AMT 306 Small Engine Repair................................................3
TOTAL UNITS REQUIRED ..................................................39

Suggested Electives:
AGB 300 Introduction to Agriculture Business (3)
AGB 310 Agriculture Computer Applications (3)
AGB 320 Agriculture Accounting (3)
AGB 330 Agriculture Sales and Communication (3)
AGB 331 Agriculture Marketing (3)
CMT 300 Intro to Construction Plans and Specifications (3)

G.E. Graduation Requirements for this degree - See pages 20-21.
CERTIFICATE
Landscape Industry
CODE #1146

REQUIRED PROGRAM.................................................Units
HORT 100 Plant Diseases and Pests.................................3
HORT 300 Introduction to Horticulture............................3
HORT 302 Soils and Plant Nutrition (3) or
PLTS 310 Soils and Plant Nutrition (3).......................3
HORT 305 Plant Materials I..........................................3
HORT 306 Plant Materials II.......................................3
HORT 324 Landscape Maintenance.................................3
HORT 498 Work Experience in Horticulture.....................4
TOTAL UNITS REQUIRED...........................................25

Suggested Electives:
AGB 300 Introduction to Agriculture Business (3)
AGB 310 Agriculture Computer Applications (3)
AGB 320 Agriculture Accounting (3)

DEGREE
A.S.—Horticulture, Landscape Design
CODE #1113

A diversity of professional career opportunities are available to those who wish to serve as designers and planners of the land. Landscape designers create outdoor spaces in which people live, work, and play. Design activities range from residential and commercial properties to community facilities and regional landscapes. The Associate Degree in Landscape Design provides a strong horticulture foundation, along with the specialized skills and technical knowledge to prepare students for employment opportunities in the field of landscape planning and design. Students who complete a degree in Landscape Design find employment in landscape design, planning, and construction, turf management, parks and recreation, nurseries and garden centers, and other areas in horticulture. Students may also choose to transfer to a state college or university landscape design or landscape architecture program.

REQUIRED PROGRAM..................................................Units
HORT 300 Introduction to Horticulture............................3
HORT 302 Soils and Plant Nutrition (3) or
PLTS 310 Soils and Plant Nutrition (3).......................3
HORT 305 Plant Materials I..........................................3
HORT 306 Plant Materials II.......................................3
HORT 322 Landscape Graphics.....................................3
HORT 324 Landscape Maintenance.................................3
HORT 325 Landscape Irrigation...................................3
HORT 326 Landscape Design.......................................3
HORT 498 Work Experience in Horticulture.....................4
TOTAL UNITS REQUIRED...........................................31

Suggested Electives:
ADT 310 Introductory Computer-Aided Design Drafting (3)
AGB 300 Introduction to Agriculture Business (3)
AGB 310 Agriculture Computer Applications (3)
AGB 320 Agriculture Accounting (3)
AGB 330 Agriculture Sales and Communication (3)
AGB 331 Agriculture Marketing (3)
ART 325 Introduction to Graphic Design (3)
CMT 300 Intro to Construction Plans and Specializations (3)

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Landscape Design
CODE #1113

The certificate in Landscape Design provides a strong horticulture foundation, along with the specialized skills and technical knowledge to prepare students for entry-level employment opportunities in the horticulture industry. Students who complete the Landscape Design certificate find employment in landscape design, planning, and construction, turf management, parks and recreation, nurseries and garden centers, or others areas in horticulture.

REQUIRED PROGRAM..................................................Units
HORT 300 Introduction to Horticulture............................3
HORT 302 Soils and Plant Nutrition (3) or
PLTS 310 Soils and Plant Nutrition (3).......................3
HORT 305 Plant Materials I..........................................3
HORT 306 Plant Materials II.......................................3
HORT 322 Landscape Graphics.....................................3
HORT 325 Landscape Irrigation...................................3
HORT 326 Landscape Design.......................................3
HORT 498 Work Experience in Horticulture.....................4
TOTAL UNITS REQUIRED...........................................25

Suggested Electives:
AGB 300 Introduction to Agriculture Business (3)
AGB 310 Agriculture Computer Applications (3)
AGB 320 Agriculture Accounting (3)
CMT 300 Introduction to Construction Plans and Spec. (3)

DEGREE
A.S.—Horticulture, Nursery Industry
CODE #1147

A diversity of professional career opportunities are available to those who wish to work in the nursery industry or related field. Nurseries produce and provide the plant materials used to create outdoor spaces in which people live, work, and play. The Associate Degree in Nursery Industry provides a strong horticulture foundation, along with the specialized skills and technical knowledge to prepare students for employment opportunities in wholesale and retail nurseries, garden centers, plant propagation and production, landscape contracting and construction, grounds maintenance and management, or other areas in horticulture. Students may also choose to transfer to a state college or university level horticulture or nursery program.

REQUIRED PROGRAM..................................................Units
HORT 100 Plant Diseases and Pests.................................3
HORT 122 Landscape Practices: Pesticide Qualified
Applicant’s Certificate.............................................2
HORT 300 Introduction to Horticulture............................3
HORT 302 Soils and Plant Nutrition (3) or
PLTS 310 Soils and Plant Nutrition (3).......................3
HORT 305 Plant Materials I..........................................3
HORT 306 Plant Materials II.......................................3
HORT 322 Landscape Graphics.....................................3
HORT 324 Landscape Maintenance.................................3
HORT 326 Landscape Design.......................................3
HORT 498 Work Experience in Horticulture.....................4
TOTAL UNITS REQUIRED...........................................36

Suggested Electives:
ADT 310 Intro Computer-Aided Design Drafting (3)
AGB 300 Introduction to Agriculture Business (3)
AGB 310 Agriculture Computer Applications (3)
AGB 320 Agriculture Accounting (3)
AGB 330 Agriculture Sales and Communication (3)
AGB 331 Agriculture Marketing (3)
ART 325 Intro to Graphic Design (3)
CMT 300 Intro to Construction Plans and Spec. (3)

G.E. Graduation Requirements for this degree - See pages 20-21.
CERTIFICATE
Nursery Operations
CODE #1115

The certificate in Nursery Operations is designed to provide a well-rounded base of skills and knowledge to prepare students for entry-level employment opportunities in the nursery industry. Students who complete the Nursery Operations certificate find employment in wholesale and retail nurseries, garden centers, plant propagation and production, landscape contracting and construction, ground maintenance and management, or other areas in horticulture.

REQUIRED PROGRAM...............................................................Units
HORT 100  Plant Diseases and Pests........................................3
HORT 300  Introduction to Horticulture.....................................3
HORT 302  Soils and Plant Nutrition (3) or
PLTS 310  Soils and Plant Nutrition (3).................................3
HORT 305  Plant Materials I..................................................3
HORT 306  Plant Materials II..................................................3
HORT 310  Nursery Practices................................................3
HORT 312  Plant Propagation...............................................3
HORT 498  Work Experience in Horticulture............................4
TOTAL UNITS REQUIRED..........................................................25

Suggested Electives:
AGB 300  Introduction to Agriculture Business (3)
AGB 310  Agriculture Computer Applications (3)
AGB 320  Agriculture Accounting (3)
HORT 122  Landscape Practices: Pesticide Qualified Applicator’s Certificate (2)

HORT 299
Experimental Offering in Horticulture  .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

HORT 300
Introduction to Horticulture  3 Units
Prerequisite: None.
General Education: AA/AS Area IV
Course Transferable to CSU
Hours: 54 hours LEC
Survey of principles and practices of horticulture designed to improve knowledge of the home gardener as well as those seeking a career. Basic plant structure and function, general knowledge of plant usage, landscape planning and maintenance.

HORT 302
Soils and Plant Nutrition  3 Units
Same As: PLTS 310
Prerequisite: None.
Advisory: HORT 300 or PLTS 300
General Education: AA/AS Area IV
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course provides a basic knowledge of the physical, chemical, and biological properties of soils. The course includes factors of: fundamental soil properties, soil and plant relationships, principles of soil formation, fertilizers and soil management, salinity, pH, erosion management, and non-agricultural uses. This course is the same as PLTS 310, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

HORT 305
Plant Materials I  3 Units
Prerequisite: None
Advisory: HORT 300.
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC; 54 hours LAB
This course is the identification and study of the growth habits, cultural practices, and ornamental uses of landscape and indoor plants adapted to climates of California. Plants emphasized will come from the current California Association of Nurseries and Garden Centers (CANGC) and California Landscape Contractors Association (CLCA) certification exams plant lists. The focus will be on those plants best observed and studied during California’s fall and/or winter seasons.

HORT 306
Plant Materials II  3 Units
Prerequisite: None
Advisory: HORT 300.
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC; 54 hours LAB
This course is the identification and study of the growth habits, cultural practices, and ornamental uses of landscape and indoor plants adapted to climates of California. Plants emphasized will come from the current California Association of Nurseries and Garden Centers (CANGC) and California Landscape Contractors Association (CLCA) certification exams plant lists. The focus will be on those plants best observed and studied during California’s spring and/or summer seasons.
HORT 310
Nursery Practices  3 Units
Prerequisite: None
Advisory: HORT 300.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course is a study and application of the practices and management of both wholesale and retail nurseries including marketing, propagation and cultural practices of herbaceous and woody plants, and business management practices required in establishing and operating a nursery.

HORT 312
Plant Propagation  3 Units
Prerequisite: None
Advisory: HORT 300.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
Plant Propagation is a study and practice of the sexual and asexual reproduction of landscape plant species. The emphasis of Horticulture 312 will be on the preparation and use of propagating and planting mediums, planting, transplanting, fertilizing, propagation facility pest and disease control, propagation structure utilization and site layout. Additional topics include the maintenance of common tools and equipment, and the laws and regulations pertaining to plant propagation and nursery production.

HORT 320
Landscape Construction  3 Units
Prerequisite: None
Advisory: HORT 300.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course covers the fundamentals of landscape construction, including soil preparation, paving and construction materials, hand and power tool use, turf and plant installation, plan reading, estimating, and bid preparation. It will emphasize approved industry construction methods, local codes and state requirements. This course is an initial step in preparation for the California State C-27 Landscape Contractor License exam.

HORT 322
Landscape Graphics  3 Units
Prerequisite: None
Advisory: HORT 300, 305, 306, 320 and 324.
Course Transferable to CSU
Hours: 54 hours LEC
Landscape graphics is the study of technical drafting skills and freehand graphics including line quality, lettering and organization as it relates to landscape design. The use of a variety of graphic skills and media will be developed along with an introduction to basic landscape design theory and practice.

HORT 324
Landscape Maintenance  3 Units
Prerequisite: None
Advisory: HORT 300.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course prepares students to enhance the function and aesthetic value of public and private landscapes by applying appropriate maintenance techniques. Topics include planting, pruning, watering, soil fertility, pest management, weed control, power equipment operation and maintenance, and landscape maintenance business practices.

HORT 325
Landscape Irrigation  3 Units
Prerequisite: None
Advisory: HORT 300 and 322.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course prepares students to design, install and maintain a water efficient landscape irrigation system. Topics include water supply, basic hydraulics, component identification and terminology, system layout, pipe sizing, water application head types, valves, and controllers.

HORT 326
Landscape Design  3 Units
Prerequisite: HORT 322. Grade of “C” or better required to meet prerequisite.
Advisory: HORT 300, 305 and/or 306.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course is the study and implementation of the art and science of landscape design. It covers the principles of design, the design process, advanced drafting techniques, and advanced graphics and presentation methods. Course and project emphasis is placed upon utilization of various landscape themes, unique design styles, and the problem solving process regarding residential and small commercial site landscape design.

HORT 495
Independent Studies in Horticulture  1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
HORT 498
Work Experience in Horticulture  1-4 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

HORT 499
Experimental Offering in Horticulture  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Human/Career Development

Student Services & Counseling

Program Description

Human/Career Development courses are designed to assist students with recognizing their full potential through developing self awareness, educational management and lifelong independent career planning skills. Instruction includes obtaining skills necessary to succeed in college and make positive and productive work/life decisions.

- Courses scheduled in short-term segments
- Career exploration and research to assist with career planning and decision making

Highlights

- Understanding of how global changes in the workplace impact career change and lifelong transition
- Obtain knowledge and skills needed to succeed in life-long planning
- Tutor Training
- Awareness of skills and competencies required for effective and competitive workplace performance
- Addresses balanced lifestyle concepts and their relationship to job satisfaction and work/life success
- Support strategies for those with learning disabilities

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

HUMAN CAREER DEVELOPMENT (HCD)

HCD 81 Diagnostic Assessment .5 Units
Prerequisite: None
Hours: 9 hours LEC
Assessment of learning strengths and weaknesses to determine eligibility for Learning Disability Program services, using guidelines mandated by the California Community College system. Graded on a credit/no credit basis.

HCD 89 Study Strategies Lab .5-1 Units
Prerequisite: None
Hours: 54 hours LAB
This course will provide non-traditional instructional support for students with disabilities who are enrolled in other college classes. Graded on a credit/no credit basis. This is an open-entry, open-exit class that can be taken for 0.5-1.0 units. May be taken four times for a maximum of 4 units cumulative.

HCD 110 Building Foundations for Success 3 Units
Prerequisite: None.
Hours: 54 hours LEC
This course provides success strategies and support services to entry level students. The strategies and support services are threaded through three critical areas that enhance student success: academic skills, personal life management, and educational navigation.

HCD 112 College Survival .25-1 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Hours: 18 hours LEC
The purpose of this course is to help the entry level college student develop the confidence, knowledge, and skills necessary to become successful in college. Topics covered in College Survival include campus resources, academic planning, self-esteem and motivation, assertiveness and interpersonal relationships, as well as the principles of time and stress management.
HCD 122  
Study Skills  
1 Unit  
Prerequisite: None.  
General Education: AA/AS Area III(b)  
Hours: 18 hours LEC  
The purpose of this course is to help the entry level college student develop the study skills necessary to become successful in college. Topics covered in Study Skills include note taking and listening, understanding learning style, SQ3R reading techniques, applied time management, test taking techniques, and basic library skills.

HCD 130  
Individualized Career Development  
.5 Unit  
Prerequisite: None  
Hours: 5.5 hours LEC; 11 hours LAB  
This course provides an opportunity for those who seek individualized career exploration and decision making assistance. Students will meet with a counselor to plan a 16 hour combination of lecture/lab activities that may include the following: 1) assessment of skills, interests and values, 2) utilization of Career Center resources, 3) participation in appropriate workshops, 4) connection to community resource network, 5) follow-up meetings with the counselor to develop a career goal and plan. Students may enter the course at any time during the first 12 weeks of the semester depending upon the availability of an instructor /counselor. This course is graded on a credit/no credit basis. To enroll, an interested student should see a counselor.

HCD 132  
Career Exploration  
1 Unit  
Prerequisite: None.  
General Education: AA/AS Area III(b)  
Hours: 18 hours LEC  
The purpose of this course is to help the entry level college student gain insight into the career planning process. Topics covered include self assessment of values, skills, and personality factors relevant to life planning. Students will learn how to balance career and personal life when making career decisions, become skilled in the use of career information resources, understand the nature of the changing labor market, and when appropriate, acquire job hunting skills.

HCD 156  
Tutor Training in Learning Disabilities  
.5 Unit  
Prerequisite: None.  
Hours: 9 hours LEC  
This course provides additional training for tutors interested in working with learning-disabled students at CRC on an individual and extended basis. Course content deals with the nature of learning disabilities, learning styles, and specific interventions available to tutors in working with learning-disabled students. This course is graded on a credit/no credit basis.

HCD 299  
Experimental Offering in Human/Career Development  
.5-4 Units  
Prerequisite: None  
Hours: 18 hours LEC; 54 hours LAB  

HCD 310  
College Success  
3 Units  
Prerequisite: None.  
Advisory: ENGRD 110 and ENGWR 101  
General Education: AA/AS Area III(b); CSU Area E1  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course is designed to assist students in obtaining the skills and knowledge necessary to reach their educational objectives. Topics to be covered include: motivation and discipline, memory development, time management, communication skills, career planning, study skills and techniques, question-asking skills and personal issues that face many college students. Campus resources and information competency will also be covered. It is highly recommended for first time college students however continuing students also benefit from this course. The course may be offered for specific populations. A field trip may be required.

HCD 320  
Skills for Online Student Success  
1 Unit  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC  
This course is designed to familiarize students with the skills required to succeed in an online course. Students will explore how to use various Internet tools to effectively learn in an online environment. Topics include online course equipment needs; using a word processor to support class assignments; sending email attachments; effective use of discussion groups, email, and synchronous chat sessions; researching on the Internet; evaluating Internet sources; working collaboratively online. This course is offered as credit/no-credit.

HCD 330  
Career Re-Alignment  
1 Unit  
Prerequisite: None.  
General Education: AA/AS Area III(b)  
Course Transferable to CSU  
Hours: 18 hours LEC  
This is a course in advanced career planning for students who are re-careering, re-engineering, or are in career transition. Building on the concepts of career exploration studied in HCD 132 and 310, students will survey and analyze labor market trends and transition situations and establish successful strategies for conducting job searches in a rapidly evolving employment scene. Students will learn the concept of career resiliency.

HCD 333  
Career Re-Alignment  
1 Unit  
Prerequisite: None.  
General Education: AA/AS Area III(b)  
Course Transferable to CSU  
Hours: 18 hours LEC  
This course is a continuation of advanced career planning for students who are re-careering, re-engineering, or are in career transition. Students will build on the goal setting of HCD 333 and will learn to apply the career planning process to their own careers and how to cope with workforce transition and change. Students will formulate an "Individual Career Plan."
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisite</th>
<th>General Education:</th>
<th>Course Transferable to CSU</th>
<th>Hours</th>
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<tbody>
<tr>
<td>HCD 340</td>
<td>Job Search Portfolio Development</td>
<td>1 Unit</td>
<td>None</td>
<td>AA/AS Area III(b)</td>
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<td>18 LEC</td>
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<tr>
<td></td>
<td>This course is designed to assist students to develop successful job search strategies. Students in this course will develop a job search/career portfolio. This will include formulating job task samples, resume and cover letter construction, letters of recommendation, and employment applications. Exposure to competitive techniques will include individual interviews on video tape.</td>
<td></td>
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</tr>
<tr>
<td>HCD 344</td>
<td>Managing Your Internship</td>
<td>.5 Unit</td>
<td>None</td>
<td></td>
<td></td>
<td>9 LEC</td>
</tr>
<tr>
<td></td>
<td>The course is designed to provide students with effective internship development skills that will assist in obtaining and keeping an internship in the student's major area. Course content will include understanding the application of education to the workforce, the responsibilities of an internship, construction of an internship, evaluating an internship site, marketing skills and maximizing the internship experience.</td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>HCD 346</td>
<td>Career and Workforce Skills</td>
<td>1 Unit</td>
<td>None</td>
<td></td>
<td></td>
<td>18 LEC</td>
</tr>
<tr>
<td></td>
<td>This course provides students with opportunities to develop or add marketable skills in preparation for employment and assists students in learning about the world of work. Course content will include understanding the application of education to the workforce and developing workplace (soft) skills identified by the Secretary's Commission on Achieving Necessary Skills (SCANS) Competencies as well as by local employers. The content of this course covers the orientation materials and meets the orientation requirement for work experience 198, 298 and 498 at Cosumnes River College.</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>HCD 350</td>
<td>Introduction to Tutor Training</td>
<td>1 Unit</td>
<td>None</td>
<td></td>
<td></td>
<td>18 LEC</td>
</tr>
<tr>
<td></td>
<td>This course is for students who intend to be tutors at CRC and students who wish to gain basic skills in tutoring to use in settings other than CRC. The content deals with details of campus tutorial services, nature of learning processes, learning styles, techniques of tutoring, tutoring students with special challenges, and cultural awareness for tutors. The course will consist of nine online computer-based sessions and nine classroom meetings for a total of eighteen class sessions.</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>HCD 352</td>
<td>Beginning Peer Assistant Training</td>
<td>3 Units</td>
<td>None</td>
<td></td>
<td></td>
<td>54 LEC</td>
</tr>
<tr>
<td></td>
<td>This course fosters the student's understanding of CRC regulations and procedures, campus resources, study skills, and career planning, while training students in basic communication and counseling skills, including goal setting, problem solving, time management, and decision making. This course encourages students to develop a sense of responsibility and commitment to help others while preparing students to participate as peer advisors in a college setting.</td>
<td></td>
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</tr>
<tr>
<td>HCD 362</td>
<td>Work/Life Management</td>
<td>2 Units</td>
<td>None</td>
<td></td>
<td></td>
<td>36 LEC</td>
</tr>
<tr>
<td></td>
<td>This course explores planning for personal work/life management. It includes training in life problem-solving with relationship to personal, educational, and workplace productivity. Topics include exploration of one's own values, interests and abilities; stress reduction, wellness, and leisure; building family and social support; and educational and career management. The course will provide activities which will assist students with decision-making, goal setting, and learning to use tools for dealing with change.</td>
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<td></td>
</tr>
<tr>
<td>HCD 495</td>
<td>Independent Studies in Human/Career Development</td>
<td>1-3 Units</td>
<td>None</td>
<td></td>
<td></td>
<td>18 LEC; 54 LAB</td>
</tr>
<tr>
<td>HCD 499</td>
<td>Experimental Offering in Human/Career Development</td>
<td>.5-4 Units</td>
<td>None</td>
<td></td>
<td></td>
<td>18 LEC; 54 LAB</td>
</tr>
<tr>
<td>HCD 1000</td>
<td>Supervised Tutoring</td>
<td>0 Units</td>
<td>None</td>
<td></td>
<td></td>
<td>hours LAB</td>
</tr>
</tbody>
</table>
|             | This course offers individualized tutoring designed to assist students to increase their success in college courses. Students may enroll for support of more than one college course per semester. Content will vary depending upon the adjunct course. Attention will be given to essential study skills and utilization of campus learning resources. May be repeated in subsequent semesters.
DEGREE
A.A.—Human Services, General

CERTIFICATE
Human Services, General

Program Description
This CRC program prepares students for employment as para-professionals with agencies such as youth group homes, youth and family services agencies, schools, probation, welfare, and mental health departments.

Career Opportunities
Peer Support Group Facilitator
Youth Group Home Worker
Family, Welfare, and Health Agencies Worker
Consumer Consultant
County or State Eligibility Worker
Conflict Containment Worker

Highlights
- Individual and group counseling
- Interviews with employers
- Employment training including resumes, cover letters, and interviews

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A.—Human Services, General
CODE #1152

This degree is designed for persons who are seeking careers as youth group home workers, family welfare and health agencies workers, county or state eligibility workers, and other para-professional positions. Graduates will have a broad range of human services skills, including group counseling, client interviewing, communication, problem solving, and employment.

REQUIRED PROGRAM............................................Units
HSER  300  Introduction to Human Services ..................3
HSER  302  Introduction to Psychology of Human Relations ..3
HSER  350  Employment Skills in Human Services ..........3
HSER  360  Techniques of Interviewing and Counseling ......3
HSER  362  Practices in Human Services .....................3
HSER  364  Techniques in Group Counseling ..................4
PSYC  300  General Principles ..................................3

Plus six (6) units selected from: ..................................6
PSYC  320  Social Psychology (3)
SOC   300  Introductory Sociology (3)
SOC   321  Race, Ethnicity and Inequality in the U.S. (3)
TOTAL UNITS REQUIRED .......................................31

Suggested Electives:  BUS 100, 310; CISA 305, 315, 330, 340;
COMM 301, 325; FCS 312; HEDD 300, 312, 313;
PSYC 330, 360, 372; SOC 301, 310

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Human Services, General
CODE #1152

This certificate is designed for persons who are seeking careers as youth group home workers, family welfare and health agencies workers, county or state eligibility workers, and other para-professional positions. Completers will have a foundation in human services skills, including group counseling, client interviewing, and employment.

REQUIRED PROGRAM............................................Units
HSER  300  Introduction to Human Services ..................3
HSER  302  Introduction to Psychology of Human Relations ..3
HSER  350  Employment Skills in Human Services ..........3
HSER  360  Techniques of Interviewing and Counseling ......3
HSER  362  Practices in Human Services .....................3
HSER  364  Techniques in Group Counseling ..................4
PSYC  300  General Principles ..................................3

Plus six (6) units selected from: ..................................6
PSYC  320  Social Psychology (3)
SOC   300  Introductory Sociology (3)
SOC   321  Race, Ethnicity and Inequality in the U.S. (3)
TOTAL UNITS REQUIRED .......................................31
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisites/Advisory</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSER 300</td>
<td>Introduction to Human Services</td>
<td>3</td>
<td>None.</td>
<td>A comprehensive overview of the field of Human Services in private and public agencies. Includes learning of agency functions and worker activities through reading, class discussion, and class speakers. Emphasis is on the roles and skills of associate professionals such as health workers, activity directors for the elderly, and adolescent and child welfare assistants.</td>
</tr>
<tr>
<td>HSER 302</td>
<td>Introduction to Psychology of Human Relations</td>
<td>3</td>
<td>None.</td>
<td>Introduction to attitudes, values, and methods that enhance communication skills in human relations. Required course for the Human Services major. Open to all students.</td>
</tr>
<tr>
<td>HSER 304</td>
<td>Introduction to Counseling Children</td>
<td>3</td>
<td>None.</td>
<td>A study of the tools children use daily to cope with feelings, adjust to changes, overcome disappointment and trauma, make sense out of the world around them and grow in their various relationships. Children's play medium will be experienced, with special emphasis on the importance of imagination and the use of fantasy. Assignments will require association with children.</td>
</tr>
<tr>
<td>HSER 340</td>
<td>Introduction to Chemical Dependency</td>
<td>3</td>
<td>None.</td>
<td>A survey course that examines the psychological and physiological effects of chemical dependency on the individual. Also included is an analysis of the effects of substance abuse on the family; the sociological and economic conditions contributing to substance abuse, and a description of communication efforts at prevention and treatment.</td>
</tr>
<tr>
<td>HSER 350</td>
<td>Employment Skills in Human Services</td>
<td>3</td>
<td>None.</td>
<td>Information in interviewing and counseling with parents, family system dynamics, family and drug intervention, crisis training, court mandated reporting, legislative mandates required of counselors, and laws pertaining to counseling minors and other client populations within Human Services Agencies.</td>
</tr>
<tr>
<td>HSER 360</td>
<td>Techniques of Interviewing and Counseling</td>
<td>3</td>
<td>HSER 302 with a grade of &quot;C&quot; or better</td>
<td>Exploration of the effectiveness of these techniques as applied to para-professional experiences as counselor and group counselor aides, mental health workers, social service technicians and other new careers on all academic levels in people-to-people services. This course is an integral part of the Human Services curriculum.</td>
</tr>
<tr>
<td>HSER 362</td>
<td>Practices in Human Services</td>
<td>3</td>
<td>Corequisite: HSER 360. Grade of &quot;C&quot; or better required to meet corequisite.</td>
<td>This course provides advanced study and supervised field experience in public and/or private agencies providing mental health, corrections, chemical dependency, and child/adolescent treatment services. Students apply concepts, values and skills acquired in other core courses to the process of helping others. Student evaluation is competency-based. This course may be taken four times for credit.</td>
</tr>
<tr>
<td>HSER 364</td>
<td>Techniques of Group Counseling</td>
<td>4</td>
<td>HSER 300, 350, 360, and 362 with grades of &quot;C&quot; or better</td>
<td>This course provides an overview of basic group counseling techniques and practices including ethical issues in the field of group work. Topics explored will include enhanced communication skills within group dynamics, theories of group counseling, best practices guidelines and diversity issues. Laboratory exercises will include group work with outside groups and evaluation methods.</td>
</tr>
<tr>
<td>HSER 494</td>
<td>Topics in Human Services</td>
<td>.5-4</td>
<td>None.</td>
<td>Exploration of those topics and issues which are most relevant for future and present workers in human services. Emphasis will be on those issues which are not consistently covered by other required human services courses. These issues may include: chemical dependency, interventions in poverty, stress management, child neglect and abuse, patient rights, and organization for advocacy.</td>
</tr>
<tr>
<td>HSER 495</td>
<td>Independent Studies in Human Services</td>
<td>1-3</td>
<td>None.</td>
<td>Hours: 18 hours LEC; 54 hours LAB</td>
</tr>
</tbody>
</table>
HSER 498
Work Experience in Human Services  1-4 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable
skills in preparation for employment or advancement within their
current job. Course content will include understanding the application
of education to the workforce; completion of required forms, which
document the student’s progress and hours spent at the work site;
and developing workplace skills and competencies. During the course
of the semester, the student is required to fulfill an 18 hour orientation
and 75 hours of related paid work experience, or 60 hours of unpaid
work experience for one unit. An additional 75 or 60 hours of related
work experience is required for each additional unit. The course may
be taken again when there is new or expanded learning on the job for a
maximum of 16 units.

HSER 499
Experimental Offering in Human Services  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Program Description
This program offers an interdisciplinary approach to the study of classical, modern, American and non-Western humanities. Cultural understanding and sensitivity are fostered by examining arts, philosophy, religion, politics and social events in cultural context.

Career Opportunities
Educator  Museum Curator
Government  Artist
Public Relations  Journalism
Law  Writer

Some Career Opportunities may require more than two years of college study.

Highlights
• Talented faculty includes widely traveled scholars.
• A Liberal Arts approach providing an excellent interdisciplinary foundation for transfer to Humanities, History, Art History, Philosophy and Music programs as well as American, Ethnic and Women’s Studies.

NOTE TO TRANSFER STUDENTS:
Schools can vary widely on the courses that they require for a given major. It is important that you meet with a CRC counselor to select and plan course work based on the most recent transfer information.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

HUMANITIES (HUM)

HUM 300
Classical Humanities  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC

The course focuses upon Western culture in its attempt to interpret human experience and identity. The course examines basic human values as exemplified in the arts, philosophy and history. Emphasis is on the Greeks, the Romans, and the Judeo-Christian tradition up to the end of the Middle Ages.

HUM 301
Introduction to the Humanities  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC

This is a non-chronological course that introduces students to the Humanities and the Arts. Emphasis is placed on appreciation. Students develop the tools necessary to analyze and appreciate masterworks from diverse cultures and time periods.

HUM 310
Modern Humanities  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course focuses upon Western culture in its attempt to interpret human experience and identity. The course examines basic human values as exemplified in the arts, philosophy, and history. Emphasis is on the Renaissance, the Baroque period, and the Modern World.

HUM 320
Asian Humanities  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC

The focus of the course is on Far Eastern culture in its attempts to interpret human experience and identity. The quest for truth is traced in a variety of forms of humanistic self-expression—literature, art, music, philosophy and history. The course concentrates especially on India, China and Japan.
HUM 324
Global Islam: Culture and Civilization 3 Units
Prerequisite: None.
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
The course is an introduction to global Islamic cultures from the 7th century to contemporary times, with emphasis on religious/philosophic concepts, and their expression in literature and the arts. Focus is placed upon Arab, Persian, African, Asian and American contributions.

HUM 331
Latin American Humanities 3 Units
Prerequisite: None.
General Education: AA/AS Area I; AA/AS Area VI
Course Transferable to CSU
Hours: 54 hours LEC
This interdisciplinary course focuses on understanding the cultures, societies, economics, politics and artistic expressions of Mexico, Central America and South America. The quest for understanding culture includes an exploration of literature, art, architecture, music, theatre, history, philosophy, politics, race, gender, and class. Emphasis is placed on Pre-Contact, Post-Conquest and Colonial, Post-Independence, Contemporary and Diasporic Latin American humanistic expressions of culture.

HUM 332
American Humanities 3 Units
Prerequisite: None.
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course examines ideas and values about the American experience in the 20th century by analyzing the literature, art, music, philosophy and history of the past 100 years. The course draws upon the arts of African American, Native American, Asian American, Anglo and Latino cultures as avenues for understanding issues of race, ethnicity, class, and gender as they intersect with mainstream American values in the past 100 years.

HUM 334
California Cultures 3 Units
Prerequisite: None.
Advisory: ENGW 101 or eligibility for ENGW 300
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course examines California cultural development in the arts, literature, music and philosophy of the early indigenous people through the Spanish, Mexican and Anglo presences of the 19th century. The course will inspect the development of values and the manifestation of those values in politics and culture today, including the contributions of immigrant groups to the social milieu of the 20th century. Field trips are required.

HUM 340
African American Humanities 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course examines the African American experience in the United States from an historical and political perspective by experiencing and analyzing the arts and artistic expressions. The course draws upon music, art, literature and philosophy as avenues for understanding the influences and challenges to African American identity both historically and contemporarily.

HUM 484
Honors Seminar: Nature & Culture 3 Units
Same As: GEOG 481 and HONOR 382
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; CSU Area D5; IGETC Area 3B; IGETC Area 4E
Course Transferable to UC/CSU
Hours: 54 hours LEC
This seminar examines multicultural interpretations and use of the environment from the Native American era to modern day using various geographic regions as case studies. Interdisciplinary in approach, this course draws upon the natural sciences, humanities, and social sciences to explain how the physical environment has been interpreted, utilized, and impacted differently by various cultures through time. Two field trips are required as part of this seminar. This course is intended for academically-accomplished students, regardless of major. Enrollment is limited to Honors Program students (see catalog). This course is the same as GEOG 481 and HONOR 382, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

HUM 486
Honors Seminars in Humanities 1 Unit
Same As: HONOR 360
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC
Honors Seminars in Humanities are special one-unit intensive courses for academically accomplished students or those with the potential for high academic achievement. In these seminars, students will study topics in the movements, trends and philosophies found in the humanities. Enrollment is limited to Honors Program students (see catalog). This course is the same as HONOR 360. This course, under either name, may be taken a total of four times for credit on different topics. See "Cross-Listed Courses" in the catalog.

HUM 495
Independent Studies in Humanities 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

HUM 499
Experimental Offering in Humanities .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A.—American Studies
A.A.—Ethnic Studies
A.A.—Humanities
A.A.—Women’s Studies

Program Description
This CRC major is intended for students who wish a general background in the areas of Humanities at the community college level. Several areas of interest are offered, but all are intended to supply the student with an interdisciplinary foundation for further study and an overview of the interest area chosen. Students who also wish to transfer to a four-year college should plan their programs to meet general education and lower division major requirements. All students are encouraged to consult with a counselor.

Career Opportunities
Religious Service Human Service Careers
Research; Teacher Law; Administrator
Attorney; Historian Foreign Service
Archivist Social Worker
Public Relations Consultant Employment Counselor
Probation Officer Counselor

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• A valuable foundation for a variety of career or transfer opportunities
• Diversified faculty
• Overview of theoretical and cultural principles
• Interdisciplinary approach to materials that are normally taught in isolation. The student can design a program of study that more closely reflects their interests

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A.—Interdisciplinary Studies, American Studies
CODE #1158

REQUIRED PROGRAM..........................................................Units
15 units selected from: ..........................................................15
(no more than one course selected from each group)
(a) Anthropology 334;
(b) English Literature 320, 321, 330;
(c) History 312, 313, 314, 320, 321, 331;
(d) Humanities 332;
(e) Political Science 301;
(f) Psychology 360;
(g) Social Science 325, 330;
(h) Sociology 300, 301, 321

Six (6) units selected from: .....................................................6
(no more than one course selected from each group)
(a) Business 300;
(b) History 301, 302;
(c) Humanities 310;
(d) Philosophy 300, 338

TOTAL UNITS REQUIRED..................................................21

G.E. Graduation Requirements for this degree - See pages 20-21.

DEGREE
A.A.—Interdisciplinary Studies, Ethnic Studies
CODE #1159

REQUIRED PROGRAM..........................................................Units
Sociology 321 Race, Ethnicity and Inequality in the U.S. ..........3
Nine (9) units selected from: ...............................................9
(no more than one course from each group)
(a) Anthropology 334
(b) English Literature 330
(c) History 320, 321
(d) Social Science 325, 330

Nine (9) units selected from: ...............................................9
(no more than one course from each group)
(a) Business 300;
(b) English Literature 320, 321;
(c) History 312, 313, 314, 320, 321, 331
(d) Humanities 332;
(e) Philosophy 350;
(f) Political Science 301;
(g) Psychology 360;
(h) Sociology 300, 301

TOTAL UNITS REQUIRED..................................................21

G.E. Graduation Requirements for this degree - See pages 20-21.
DEGREE
A.A.—Interdisciplinary Studies, Humanities
CODE #1160

REQUIRED PROGRAM .............................................................Units
Nine (9) units selected from: ..................................................... 9
   Humanities 300, 310;
   Philosophy 300
Twelve (12) units selected from: ................................................ 12
(no more than one course from each group)
   (a.) Art History 300;
   (b.) English Creative Writing 400,
       English Literature 310, 311,
       320, 321, 330, 340, 341;
   (c.) Humanities 320, 324, 332;
   (d.) Music - MUFHL 300, 310, 311;
   (e.) Philosophy 310, 320, 338, 350;
   (f.) Theatre Arts 300;
   Radio, Television and Film Production 305
TOTAL UNITS REQUIRED ..................................................... 21

G.E. Graduation Requirements for this degree - See pages 20-21.

DEGREE
A.A.—Interdisciplinary Studies, Women's Studies
CODE #1161

This program is designed for both men and women, focusing on
women and their:
• Achievements
• Behavior, Feelings and Experience
• Historical Significance
• Cultural and Social Contribution
• Roles in Society and the Political System
• Literary Significance, and
• Positions in the Business World

REQUIRED PROGRAM .............................................................Units
Nine (9) units selected from: ..................................................... 9
   English Literature 360
   History 331
   Psychology 356, 360
Twelve (12) units selected from: ................................................ 12
(no more than one course from each group)
   (a.) Anthropology 334;
   (b.) Business 300;
   (c.) English Literature 310, 311,
       320, 321, 330, 340, 341, 360;
   (d.) History 312, 313, 314, 320, 321, 331;
   (e.) Humanities 332;
   (f.) Philosophy 310, 320, 338;
   (g.) Political Science 301;
   (h.) Psychology 356, 360, 372;
   (i.) Social Science 325, 330;
   (j.) Sociology 300, 301, 321
TOTAL UNITS REQUIRED ..................................................... 21

G.E. Graduation Requirements for this degree - See pages 20-21.

INTERDISCIPLINARY
STUDIES (INDIS)

INDIS 110
Computer Applications for the
Environmental, Natural and Physical Sciences  2 Units
Prerequisite: None.
Advisory: CISC 302 and completion of or concurrent enrollment in a
transfer-level science or in a mathematics majors course.
Hours: 36 hours LEC
This course will focus on essential computer skills for students who
are majoring and/or working in the natural sciences (biology, botany,
natural resources), the environmental sciences (environmental science/
technology), engineering, or the physical sciences (astronomy, physics,
chemistry, geography, geology). Students will be introduced to word
processing software, presentation software, spreadsheets, databases,
and the World Wide Web to analyze and represent mathematical/
scientific information.

INDIS 299
Experimental Offering in
Interdisciplinary Studies  .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

INDIS 310
Math, CIS, Engineering and Science Achievement  .5 Units
Prerequisite: None
Course Transferable to CSU
Hours: 9 hours LEC
This course introduces the student to MESA and to the skills needed
for academic success in mathematics, computer information science,
engineering, and science. The course covers study skills, learning
styles, SCANS skills, college logistics, and transfer processes as
they relate to the study of math and science. The course is intended
for students who will transfer to universities in a math-based major
(computer science, chemistry, biology, physics, etc.). This is the first 1/2
unit of a 1 unit combination of courses that will provide academic and
career support to MESA students and other students in math-based
majors who wish to develop study skills specific to those disciplines.
(INDIS 311 or 312 complete the combination.) This course is graded on
a credit/no-credit basis only.

INDIS 311
Math, CIS, Engineering and Science Achievement  .5 Units
Prerequisite: None
Course Transferable to CSU
Hours: 9 hours LEC
This course introduces the student to MESA and to the skills needed
for academic success in mathematics, computer information science,
engineering, and science. The course covers study skills, learning
styles, SCANS skills, college logistics, and transfer processes as
they relate to the study of math and science. The course is intended
for students who will transfer to universities in a math-based major
(computer science, chemistry, biology, physics, etc.). This is the first 1/2
unit of a 1 unit combination of courses that will provide academic and
career support to MESA students and other students in math-based
majors who wish to develop study skills specific to those disciplines.
(INDIS 311 or 312 complete the combination.) This course is graded on
a credit/no-credit basis only.

INDIS 312
Math, CIS, Engineering and Science Achievement  .5 Units
Prerequisite: None
Course Transferable to CSU
Hours: 9 hours LEC
This course introduces the student to MESA and to the skills needed
for academic success in mathematics, computer information science,
engineering, and science. The course covers study skills, learning
styles, SCANS skills, college logistics, and transfer processes as
they relate to the study of math and science. The course is intended
for students who will transfer to universities in a math-based major
(computer science, chemistry, biology, physics, etc.). This is the first 1/2
unit of a 1 unit combination of courses that will provide academic and
career support to MESA students and other students in math-based
majors who wish to develop study skills specific to those disciplines.
(INDIS 311 or 312 complete the combination.) This course is graded on
a credit/no-credit basis only.
INDIS 311
Academic Skills for a Career in Engineering, CIS, Mathematics, Physics and Related Disciplines .5 Units
Prerequisite: None
Advisory: INDIS 310.
Course Transferable to CSU
Hours: 9 hours LEC
This course introduces the MESA student to academic skills and career exploration needed for advanced study toward a career in Mathematics, Engineering, and Physics. The course will cover advanced academic skills including literature searches, data analysis, technical terminology, and mathematics problem solving as applied to engineering, computer information science, mathematics, and physics. It will also provide an overview of careers in engineering, math, computer information science, and physics including the education, type of work conducted by professionals, and employment opportunities in these fields. The course is the second 1/2 unit of a 1 unit package of courses (see INDIS 310) that will provide academic and career support to MESA students and other student in math-based majors. This course is graded on a credit/no-credit basis only.

INDIS 312
Academic Skills for a Career in Chemistry, Biology and Related Disciplines .5 Units
Prerequisite: None
Advisory: INDIS 310.
Course Transferable to CSU
Hours: 9 hours LEC
This course introduces the MESA student to academic skills and career exploration needed for advanced study toward a career in Chemistry, Biology, Biochemistry, Medicine, Environmental Studies, and similar fields. The course will cover advanced academic skills including literature searches, data analysis, technical terminology, and problem solving as applied to chemistry or biology related fields of study. It will also provide an overview of careers in these disciplines including necessary education, type of work conducted by professionals in these fields, and employment opportunities in these fields. The course is the second 1/2 unit of a 1 unit package of courses (see INDIS 310) that will provide academic and career support to MESA students and other students in chemistry or biology related based majors. This course is graded on a credit/no-credit basis only.

INDIS 313
Freshman Seminar 3 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 54 hours LEC
The purpose of this course is to assist new college students in achieving academic success. Topics covered will include discipline specific academic language and culture, the value of a college education, problem solving strategies, the use of technology in college, academic integrity, campus resources and services, and life during and after college.

INDIS 499
Experimental Offering in Interdisciplinary Studies .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A.—Journalism

CERTIFICATE
Desktop Publishing
(see Computer Information Science - page 115)

Program Description
The Journalism program is designed to train students in the writing, reporting and critical thinking skills required for jobs in the news media or for transfer to a journalism program at a four-year institution.

Career Opportunities
Script Writer  Copy Writer
Journalist  Newspaper Reporter
Magazine Editor  Editor
Columnist  Desktop Publishing Specialist
Public Information Officer  On-Line Writer/Editor

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Hands-on experience publishing the college’s award-winning newspaper, The Connection. The newspaper showcases students’ work in writing, photography, editing, graphic illustration and publication design
• Instruction and practice in desktop publishing, digital photography and graphics applications in the department’s Macintosh laboratory or in the campus PC computer laboratory
• Opportunities to attend state journalism conferences, compete for awards in writing, photography, editing and graphic art, and qualify for scholarships
• Opportunities for internships on newspapers, magazines, and in public relations firms
• New worldwide web newspaper on which students can experiment and showcase work.

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A.—Journalism
CODE #1058

REQUIRED PROGRAM..................................................Units
RTVF 300 / JOUR 310  Mass Media & Society .................................3
JOUR 300  Newswriting & Reporting ...........................................3
JOUR 400 College Newspaper Production.........................2-3 / 2-3
JOUR 404  Editing & Production ............................................3
RTVF 498  Work Experience ..................................................1-4
PHOTO 301  Beginning Photography .........................................3

Core Electives—nine (9) units selected from:..........................9
CISC 305  Introduction to the Internet (1)
CISC 306  Introduction to Web Page Creation (1)
RTVF 380  Broadcast Journalism (3)
JOUR 330 / CISC 302  Computer Familiarization (2)
JOUR 320  Race and Gender in the Media (3)

JOUR 335 / CISC 330  Introduction to Desktop Publishing (2)
JOUR 336 / CISC 331  Intermediate Desktop Publishing (2)
JOUR 340  Writing for Publication (3)
JOUR 405  Publications Production Skills Lab (.5-3)
PHOTO 400  Digital Imaging (3)

TOTAL UNITS REQUIRED ..................................................26-31

Suggested Electives:
ECON 302; ENGWR 300;
PHOTO 310, 320; POLS 310;
RTVF 331, 370

G.E. Graduation Requirements for this degree - See pages 20-21.

JOURNALISM (JOUR)

JOUR 150
Public Relations Media Techniques  3 Units
Prerequisite: None
Hours: 54 hours LEC

A study of the practice of public relations; planning PR campaigns; preparing promotional messages for newspapers, magazines, radio and television; using public relations techniques in business, education, entertainment, social service and other fields.

JOUR 299
Experimental Offering in Journalism  .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
JOUR 300
Newswriting and Reporting  3 Units
Prerequisite: None.
Advisory: Eligibility for ENGWR 300
General Education: AA/AS Area II(b)
Course Transferable to CSU
Hours: 54 hours LEC
Introductory course in basic newswriting and reporting. Course
concentrates on fundamental writing techniques for mass media.
Course also emphasizes the legal and ethical responsibilities of the
news media with critical analysis of current news report practices.

JOUR 301
Advanced Newswriting and Reporting  3 Units
Prerequisite: None
Advisory: ENGWR 300 or JOUR 300.
Course Transferable to CSU
Hours: 54 hours LEC
Interpretive newswriting with emphasis on public affairs, specialized
reporting, mastery of fundamental reporting techniques, and an
introduction to feature and editorial writing.

JOUR 310
Mass Media and Society  3 Units
Same As: RTVF 300
Prerequisite: None.
General Education: AA/AS Area V(b); CSU Area D7; IGETC Area 4J
Course Transferable to UC/CSU
Hours: 54 hours LEC
Survey of the mass media: history, philosophy, structure and trends,
as well as theories which help to explain effects and the importance of
mass communications as a social institution. Exploration of economics,
technology, law, ethics, and social issues, including cultural and ethnic
diversity. This course is the same as RTVF 300, and only one may be
taken for credit. See "Cross-Listed Courses" in the catalog.

JOUR 320
Race and Gender in the Media  3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D3;
CSU Area D4; IGETC Area 4C
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course examines the roles of ethnic minorities and women in
American society as depicted, documented and distorted in the mass
media. Students will study ethnic, racial and gender issues in mass
media content, development, policy, and professions, including media
stereotypes, contributions of diverse groups to the media and mass
communications as an agent of social change.

JOUR 330
Computer Familiarization  2 Units
Same As: CISC 302
Prerequisite: None.
Advisory: BUSTEC 302
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 36 hours LEC
This is an introductory course to provide general knowledge on how
computers work, computer terminology and the impact of computers
on society and the work environment. Beginning level hands-on
instruction using an operating system, word processing software,
spreadsheet software, and the Internet will be emphasized. Students
will be reading and interpreting written and oral instructions of a
technical nature. This course is the same as CISC 302, and only one
may be taken for credit. See "Cross-Listed Courses" in the catalog.

JOUR 335
Introduction to Desktop Publishing  2 Units
Same As: CISA 330
Prerequisite: None.
Advisory: CISC 302, CISC 310, or JOUR 335
Course Transferable to CSU
Hours: 27 hours LEC; 27 hours LAB
This course will cover the introductory elements of desktop publishing.
The course is taught in three modules with a project attached to
each module. The course covers hardware and software, elements
of design, computer graphics, text composition, page layout, and
integration of text and graphics. Projects may include, but are not
limited to: business cards, stationary, logos, covers, flyers, brochures,
newsletters. Students may receive two units credit for each topic
offered. Consult the class schedule for specific topics. Recommended
courses: CISA 305; ARCH 330 or ART 320; and CISA 340. This course
is the same as CISA 330. This course under either name, may be taken
a total of four times for credit on different topics. See "Cross-Listed
Courses" in the catalog.

JOUR 336
Intermediate Desktop Publishing  2 Units
Same As: CISA 331
Prerequisite: CISA 330 or JOUR 335 with a grade of "C" or better
Course Transferable to CSU
Hours: 27 hours LEC; 27 hours LAB
This course will cover the intermediate elements of desktop publishing.
The course is taught in three modules with a project attached to each
module. The course covers intermediate hardware and software, elements
of intermediate design, graphics and text composition, multi-
page layout, design for publishing presentations, project management,
and single- and multi-page documents. Projects may include,
but are not limited to: reports, slicks, slides, overheads, posters,
transparencies, billboards, brochures, and newsletters. Students
may receive two units credit for each topic offered. Consult the class
schedule for specific topics. Recommended supplemental courses:
CISA 300; ARCH 330 or ART 320; and CISA 340. This course is the
same as CISA 331. This course, under either name, may be taken
a total of four times for credit on different topics. See "Cross-Listed
Courses" in the catalog.
JOUR 340  
Writing for Publication  3 Units  
Same As: ENGWR 330  
Prerequisite: ENGWR 300 or JOUR 300 with a grade of "C" or better  
Course Transferable to CSU  
Hours: 54 hours LEC  
Writing nonfiction for publication with emphasis on developing writing style. The course covers writing for specific audiences, writing magazine and feature articles, researching and interviewing and developing an effective prose style. Students will learn how to write reviews, profiles, personal narratives and longer articles and how to sell them. This course is the same as ENGWR 330, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

JOUR 355  
Media Writing  1 Unit  
Prerequisite: None  
Advisory: ENGWR 101 or 300.  
Course Transferable to CSU  
Hours: 18 hours LEC  
An introduction to writing copy for advertising, public relations and publications. This course covers writing techniques and copy preparation for brochures, newsletters, in-house publications, press releases, display advertising and other visual presentations.

JOUR 400  
College Newspaper Production  2-3 Units  
Prerequisite: None  
Advisory: Completion of or concurrent enrollment in one of the following: JOUR 300, 335, 340, 405, PHOTO 301.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course provides instruction and experience in the principles and practice of newspaper production. The course offers instruction in writing, editing, photography, graphics, design and computerized layout for publications. Students work as writers, editors, graphic artists and photographers for the college newspaper. This course may be taken four times for credit.

JOUR 404  
Editing and Production  3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  
Instruction and practice in editing and designing newspapers, magazines, technical reports, and other publications. Topics include copy editing, headline writing, photo editing, page make-up and design, and production methods. Editorial writing, press ethics and press law are also discussed.

JOUR 405  
Publications Production Skills Lab  .5-3 Units  
Prerequisite: Concurrent enrollment in JOUR 400 or 404.  
Course Transferable to CSU  
Hours: 54 hours LAB  
This lab course helps students improve their writing, editing, and computer skills as an addition to their enrollment in Editing and Production or College Newspaper Production. Students may earn up to three units per semester, and repeat the class until they reach a maximum of six units.

JOUR 495  
Independent Studies in Journalism  1-3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC; 54 hours LAB

JOUR 498  
Work Experience in Journalism  1-4 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 60-300 hours LAB  
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

JOUR 499  
Experimental Offering in Journalism  .5-4 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A.—Liberal Arts

Program Description
The Associate in Liberal Arts degree is designed for students who wish a broad knowledge of liberal arts and sciences, plus additional studies in one of four “Areas of Emphasis”. An area of emphasis would be an appropriate choice for a student planning to transfer to the California State University (CSU) or the University of California (UC), as the student can satisfy general education requirements, plus focus on transferable coursework that relates to majors at CSU or UC. Students must satisfactorily complete 60 units of collegiate coursework with a “C” (2.0) grade point average in curriculum that the district accepts toward this degree.

NOTE: If you plan to transfer after completing this Liberal Arts degree, please see a counselor for assistance with selecting the most appropriate transfer (300 or higher level) courses.

Career Opportunities
Most businesses/agencies acknowledge a higher education degree for promotional and salary enhancement purposes.

Highlights
• Gain a broad knowledge of liberal arts and sciences
• A valuable foundation for a variety of career or transfer opportunities
• Diversified faculty
• Overview of theoretical and practical principles
• Given the interdisciplinary approaches in a liberal arts degree, students can design a program of study that more closely reflects their interests.

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

REGIONAL STUDENTS
If you plan to transfer after completing this Liberal Arts degree, please see a counselor for assistance with selecting the most appropriate transfer (300 or higher level) courses.

REquIRED PROGRAM .............................................................. Units
A. CRC Associate in Arts Degree General Education (GE) Pattern
   • Complete the necessary Cosumnes River College (CRC) Graduation and Proficiency requirements ....21

B. Complete One Area of Emphasis:
   Minimum units necessary to meet “Area of Emphasis” requirements ........................................18
   • Complete 18 units in one “Area of Emphasis” from those outlined below:
     Arts and Humanities
     Communication, English and Critical Thinking
     Social and Behavioral Sciences
     Math and Science
   Note: Where appropriate, courses in the “Area of Emphasis” may also be counted for a GE area

C. Complete a minimum of 3 units from “Personal Health, Growth and Development” ........................................3

D. Elective units required to reach a total of 60 units for this degree ............................................................................ 18
A. GENERAL EDUCATION  
(minimum of 21 units)

Select courses from the CRC General Education Requirements for AA/AS Degrees.

B. AREAS OF EMPHASIS  
(minimum 18 units requirement)

Students must take a minimum of 18 units from one of the following areas. Where appropriate, courses in the selected Area of Emphasis may also be counted for general education.

Arts and Humanities:
These courses emphasize the study of cultural, literary, humanistic activities and artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to themselves and the world around them in artistic and cultural creation. Students will also learn to value aesthetic understanding and incorporate these concepts when constructing value judgments. Students must select their preferred courses from two or more of the following disciplines.

SOC 305
PHIL 300, 320, 325, 328
ENGWR 300, 302

Math and Science:
These courses emphasize the natural sciences which examine the physical universe, its life forms and its natural phenomena. Courses in Math emphasize the development of mathematical and quantitative reasoning skills beyond the level of intermediate algebra. Students will be able to demonstrate an understanding of the methodologies of science as investigative tools. Students will also examine the influence that the acquisition of scientific knowledge has on the development of the world's civilizations. Students must select 3-6 units in math/statistics and 12-15 units in the remaining science disciplines.

ANTH 310, 319, 320, 330, 332, 334, 341, 374
BUS 330, 345
COMM 325, 341, 363, 480
ECE 312, 314
ECON 302, 304
FCS 312, 314
GEOG 310, 312, 320, 322, 481
HIST 301, 302, 307, 308, 312, 313, 314, 320, 321, 331, 344, 360, 370, 371, 373
HONOR 340, 370, 382
HUM 484
JOUR 310, 320
PHIL 360
POLI 301, 302, 310, 312, 313
PSYC 300, 312, 320, 335, 340, 353, 356, 360, 368, 372
RTVF 300
SOC 300, 301, 305, 321, 341
SOCSC 325, 330, 360, 480

C. PERSONAL HEALTH, GROWTH AND DEVELOPMENT  
(minimum 3 unit requirement)

These courses emphasize the integration of various principles that impart to the student aspects of healthful living by the integration of physical, psychological, social and spiritual factors for the student and the larger society. Students will learn how to incorporate these principles into their own lives. Students will be able to critically evaluate their personal choices regarding disease prevention, healthy living, and making positive life choices. Students must select a minimum of three units from the following disciplines.

ANTH 300, 301, 374
ASTR 300, 400
BIOL 300, 307, 310, 342, 350, 366, 400, 410, 420, 430, 431, 440
GEOG 300, 301, 303, 306
GEOL 300, 301, 305, 306, 306, 310, 311, 330, 342, 345, 351
MATH 300, 310, 335, 341, 343, 344, 350, 351, 370, 400, 401, 402, 410, 420
PHYS 310, 311, 350, 360, 370, 380, 411, 421, 431
PS 302
PSYC 312, 330
STAT 300

D. ELECTIVE UNITS-  
18 degree applicable and/or transfer level units

Students must select their preferred courses from two or more of the following disciplines.
Program Description
The CRC Library courses are designed to equip students with vital research skills, enabling their success in college classes and on the job. The student will gain "research survival skills" to cope with the information rich environment in which we live and work.

Students interested in a career as a librarian will need to earn a bachelor’s degree and a graduate library degree. Students interested in becoming a school (K-12) librarian can obtain a library credential through CSUS once they have completed their bachelor’s degree and basic credential program. Paraprofessional library careers are available by completing a Library Technology program at a community college.

Career Opportunities
Librarian School (K-12) Librarian
Library Technicians Archivist
Research Analyst

Some Career Opportunities may require more than two years of college study.

Highlights
• Learn how to use the library
• Efficient use of sources of information
• Helpful skills for research and term paper writing
• Learn how to evaluate materials

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

LIBRARY (LIBR)

LIBR 318
Library Research and Information Literacy 1 Unit
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC
This course will help students acquire the information competency skills necessary to conduct academic or personal research. It provides a step-by-step guide to the research process that is applicable to term papers, course work and life-long learning.

LIBR 325
Internet Research Skills 3 Units
Prerequisite: None.
Advisory: ENGRD 310, ENGWR 101, ESLR 320, and ESLW 320; or placement through the assessment process.; Basic familiarity with computers is recommended for this course.
General Education: AA/AS Area III(b)
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course introduces the development, access, and evaluation of electronic information sources. Emphasis is placed on the effective use of the Internet as a research tool, using appropriate search strategies and techniques. This course covers online resources such as electronic databases, search engines, web portals, listservs, blogs, wikis, library catalogs, and the invisible web. Historical and social issues surrounding the Internet are also discussed.

LIBR 495
Independent Studies in Library 1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

LIBR 499
Experimental Offering in Library .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A.—Management

CERTIFICATE
Retail Management

Program Description
This broad-based management program offers introductory courses as well as more specialized ones ranging from studies of the standard corporate organization to analyzing the small business.

Managers help organizations achieve their objectives through effective planning, organizing, directing, and controlling. The management program attempts to develop an understanding of the importance and diversity of its related fields.

This program prepares students for entry into a company management training program and upgrades the skills of those already working in industry, allowing them to advance to supervisory positions. Students planning vocations in personnel services or analyst positions in state or federal government service should also consider this degree program.

For SMALL BUSINESS MANAGEMENT / ENTREPRENEURSHIP, see Business, page 100.

Career Opportunities
Branch Manager
First-line Supervisor
Plant Manager
Entrepreneur
Small Business Owner/Manager

Some Career Opportunities may require more than two years of college study.

Highlights
• Additional training in courses acceptable as electives for civil service professional occupations
• Hands-on experience in the use of computers for business purposes
• Opportunities for work experience in local industry, business, and government
• A lab with tutorial assistance

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A.—Management
CODE #1169

REQUIRED PROGRAM..................................................Units
Business Core:
ACCT 301  Financial Accounting.................................4
BUS 310  Business Communication.............................3
BUS 330  Managing Diversity in the Workplace..............3
BUS 340  Business Law .............................................3
BUS 300  Introduction to Business.............................3
BUSTEC 302  Computer Keyboarding............................2
MKT 300  Principles of Marketing ...............................3
ECON 302  Principles of Macroeconomics or
BUS 320 /ECON 320  Concepts of Personal Finance..........3
CISC 310  Intro to Computer Information Science (3) or
Four (4) units to include:
CISC 302/JOUR 330  Computer Familiariz. (2) and
Two (2) additional units selected from:
CISA 305, 315, 320, 330, 340, 350;
CISC 320, 355.........................................................3-4

Management Option:
MGMT 362  Techniques of Management.......................3
MGMT 372  Human Relations & Organizational Behavior ....3
Plus three (3) units selected from:
BUS 210, 216, 218, 224;
MGMT 150, 170, 171, 360; MKT 330.
Plus three (3) units selected from:
MGMT 240, 242, 244, 246, 250, 252, 254, 256, 258, 260,
262, 264, 266, 268, 270, 272, 274
TOTAL UNITS REQUIRED...........................................39-40

Suggested Electives:
ACCT 125, 311; MKT 120, 122

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Retail Management
CODE #1175

REQUIRED PROGRAM..................................................Units
ACCT 101  Fundamentals of College Accounting (3) or
ACCT 301  Financial Accounting (4) .........................3-4
BUS 105  Business Mathematics .............................3
BUS 310  Business Communication or
BUS 100  Business English or
MGMT 360  Management Communication ..................3
CISA 305  Beginning Wordprocessing........................2
CISA 315  Intro to Electronic Spreadsheets ................2
MGMT 362  Techniques of Management.....................3
MGMT 388  Personnel & Human Resources Management ...
MGMT 372  Human Relations & Organizational Behavior ...
MKT 300  Principles of Marketing ............................3
MKT 312  Retailing ................................................3
COMM 301  Introduction to Public Speaking or
COMM 321  Interpersonal Communication ................3
TOTAL UNITS REQUIRED...........................................31-32
MANAGEMENT (MGMT)

MGMT 132
Facilitating Teams and Facilitation Tools  1 Unit
Prerequisite: None
Hours: 18 hours LEC
This short course is designed to give potential and practicing facilitators and understanding of the theories, practices, and tools of facilitation. The use of numerous checklists and experiential exercises are designed to allow immediate application of the tools and techniques in the work environment. Upon completion of the course, the student will be capable of identifying problems, delivering feedback, and coaching for continuous improvement.

MGMT 142
Project Management Techniques and Software  3 Units
Prerequisite: None
Advisory: CISC 302 or 310
Hours: 54 hours LEC
This is an introductory course covering the responsibilities of a project manager. It includes the knowledge needed to manage project resources. The course will also introduce the student to the use of project management software to track project resources, tasks and milestones.

MGMT 150
Organization Management  3 Units
Prerequisite: None
Hours: 54 hours LEC
This course gives managers the tools to organize workers in ways that will best meet the needs of a business at a particular time. Decision-making skills for various situations will be taught. Analysis of the business, its competition, and the need for change on an on-going basis will be stressed. Students will be using mathematical concepts, as well as reading and interpreting written and oral instructions.

MGMT 160
Labor-Management Relations  3 Units
Prerequisite: None
Hours: 54 hours LEC
This course analyzes the dynamics between labor and management. The course emphasis is placed on the need for mutual satisfaction to have a good working relationship. Students will be made aware of special considerations necessary in collective bargaining to ensure a "win-win" collaborative contract. Students will be using mathematical concepts, as well as reading and interpreting written and oral instructions.

MGMT 176
Introduction to Supervision  3 Units
Prerequisite: None
Hours: 54 hours LEC
This introductory course in supervision is designed to meet the needs of students making the transition from employee to supervisor. Employee motivation, morale, working conditions, communications with employee groups, counseling and interviewing workers, group dynamics, and case studies from business are used to prepare the new supervisor. Students will be using mathematical concepts as well as reading and interpreting written and oral instructions.

MGMT 200
How to Build Employee Morale and Motivate Employees  .5 Units
Prerequisite: None
Hours: 9 hours LEC
Motivation is one of the key ingredients in employee performance and productivity. When workers have clear work objectives, the right skills, and a supportive work environment, they won't get the job done without sufficient motivation to achieve those work objectives. This course introduces a series of motivational theories that the manager can use to successfully meet the needs of individual workers and improve productivity on the job. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 242
Applied Motivational Practices  .5 Units
Prerequisite: None
Hours: 9 hours LEC
This is a class in advanced motivational practices that may be used to motivate employees to improve their productivity. Motivational theories are used as a tool to improve the performance of associates. A feeling of appreciation is critical in the increased productivity of employees and this unit provides instruction in how to accomplish these desired outcomes. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 244
Stress Management  .5 Units
Prerequisite: None
Hours: 9 hours LEC
An outline of stress and its causes and consequences will be discussed. Why it affects people differently will be explained. The physiological, psychological and behavior of stress will be examined. Five ways will be identified to manage stress in the workplace. This will give the manager the necessary tools to understand and better manage stress in the workplace. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 246
Improving Individual Performance, Perception and Personality  .5 Units
Prerequisite: None
Hours: 9 hours LEC
This course examines perception and the ways it influences decisions and attitudes in the workplace. An examination of social theory, stereotyping, the attribution process, personality traits and other related theories would be conducted. Diversity management training often communicates the value of diversity and increase awareness of perceptual biases, but do not correct deep-rooted prejudices. Personality may explain some of these differences as it is explored in more detail in this unit. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

Cosumnes River College
MGMT 248
Ethics, Values and Emotions in the Workplace .5 Units
Prerequisite: None
Hours: 9 hours LEC
The ethics of a business are critical to its success. This unit discusses the values, ethics and behaviors exhibited in businesses and their impact on both the staff and profitability of the company. This unit will give each participant the skills to understand and monitor the emotions of themselves and their associates. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 250
Communicate Successfully in the Organization .5 Units
Prerequisite: None
Hours: 9 hours LEC
This course explains how communications facilitates knowledge sharing, aids decision-making, coordinates work activities and fulfills the need for affiliation. The manner in which the communication process is used to form, encode and transmit the intended messages and provides feedback to the sender is discussed. This unit shows various ways to improve the communications. Individual and company-wide solutions are offered. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 252
Building Great Teams .5 Units
Prerequisite: None
Hours: 9 hours LEC
All teams are groups because they consist of people with a unifying relationship, but some groups do not have the purposive interaction of terms. This unit covers the dynamics of good groups decision-making. Many different techniques are discussed to improve team building. Managers who gain the skills discussed in this unit should be able to build teams that are successful in their operation. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 254
Getting Employees Involved in Management Decisions .5 Units
Prerequisite: None
Hours: 9 hours LEC
Managers will learn the importance of having employees involved in the operations of the organization. They will learn that employee involvement may lead to higher quality decisions, employee satisfaction, empowerment, and development in decision-making skills. An emphasis on the importance of quality is covered. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 256
How to Make Great Decisions .5 Units
Prerequisite: None
Hours: 9 hours LEC
The importance of good decision-making and the techniques to achieve the same are discussed. The four stages of creativity are learned by the participants to improve their decision-making potential. How managers can improve the organizational creativity is discussed along with a variety of management techniques to bring this about in the workplace. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 258
Power and Politics in the Business and How to Use Them .5 Units
Prerequisite: None
Hours: 9 hours LEC
Power is the capacity to influence others. The five basis of power are discussed and then it is shown how to leverage this power. Sexual harassment is an abuse of power and the offender may not be aware of the result of their actions on others. Ways to abuse power are discussed. The tactics used to attempt to abuse power are discussed. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 260
What is Conflict? .5 Units
Prerequisite: None
Hours: 9 hours LEC
Being able to successfully handle conflict management is the objective of this unit. Techniques to be used in conflict management will be discussed. The process of negotiation is explained. A variety of different approaches and outcomes to handling conflict are discussed. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 262
Steps to Being a Great Leader .5 Units
Prerequisite: None
Hours: 9 hours LEC
The characteristics of good leaders are explained. Leadership is divided into two clusters. Contingency leadership techniques theories are explained. Path-goal and other theories are used to improve productivity. Leadership practiced by women is different than men. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 264
Using Change to Improve an Organization .5 Units
Prerequisite: None
Hours: 9 hours LEC
There are several different ways to manage change in the organization. Leadership techniques are used in different situations. Care should be taken to understand the need for a change agent. Change is important to the long-term success of all companies. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 266
The Culture of Organizations .5 Units
Prerequisite: None
Hours: 9 hours LEC
The corporate culture that exists in a business serves as a guide for all business decisions. The three main functions will be covered. Companies with a strong corporate culture are more likely to be more successful. It is important that all publics observe a clear and consistent culture. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.
MGMT 268
Making Employees Feel at Home .5 Units
Prerequisite: None
Hours: 9 hours LEC
A psychological contract between managers and employees that contains a set of perceived mutual obligations exists. Trust is a critical element of this contract. In the work force of today, many different worker classifications exist in a firm. If workers are made to feel a part of the organization they are more likely to have a higher level of productivity and techniques to accomplish this will be taught. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 270
Design a Winning Organizational Structure .5 Units
Prerequisite: None
Hours: 9 hours LEC
This class deals with the organizational structure and the division of labor. It discusses the basic elements of element structure and includes span of control, centralization, formalization, and departmentalization. Different styles of structures to meet new and changing working conditions will be discussed. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 272
Interview, Select and Retain Good Employees .5 Units
Prerequisite: None
Hours: 9 hours LEC
This unit deals with the hiring, firing, training and retention of good employees. Emphasis is on determining what the job description and job specification will be for the best employee and then the steps necessary to secure that employee. A variety of techniques to accomplish these goals are discussed. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 274
Day Trading-Investing on the Internet 1 Unit
Prerequisite: None
Hours: 18 hours LEC
This is an opportunity to engage in day trading of stocks in a controlled environment. A basic knowledge of securities is taught. Then the experience of buying and selling stocks on a continuous basis over a limited period of time is engaged in on a controlled basis. This virtual experience does not involve real money, but brings the reality of winning and losing into the class setting. All work must be completed, turned in, and the final exam completed prior to the first day of the regularly scheduled semester finals.

MGMT 294
Topics in Management .5-5 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
This is a series of special topics designed to provide prospective and current managers with skills development in a wide variety of topical areas. Each topic is designed to allow each person to design his/her own set of learning objectives to complete the learning experiences in management. Certificates are available for completion of both basic and advanced levels of academic performance. Students are encouraged to sign-up for all the units they need to accomplish their goals. Instruction is geared to utilize the business community as a learning laboratory.

MGMT 295
Independent Studies in Management 1-3 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

MGMT 299
Experimental Offering in Management .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

MGMT 308
Personnel and Human Resources Management 3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This course presents the student with the materials necessary to begin the complex study and analysis of such areas as civil rights, labor law, the personnel "Human Resources" organization and various management theories currently found in both public and private sector organization.

MGMT 360
Management Communication 3 Units
Prerequisite: None.
Advisory: MGMT 362
General Education: AA/AS Area II(b)
Course Transferable to CSU
Hours: 54 hours LEC
This course provides skill training in coping with communication problems in organizations and includes the study of the communication process, the analysis of the barriers to effective oral and written communication, and the development of guidelines to improve interpersonal relations within an organization through the effective methods of oral and written communications.

MGMT 362
Techniques of Management 3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
This is a basic course in management that introduces a variety of modern management concepts. This course includes the basic management functions of planning, organization, staffing, leadership, and control. In addition, such concepts as team development, communication, business ethics, and global management perspectives will be discussed.

MGMT 372
Human Relations and Organizational Behavior 3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LEC
Effective human interaction principles that build confidence, competence and positive attitudes in work organizations are learned in this course. Topics that include the basis for human behavior, perception, communication, motivation, performance improvement, group behavior, ethics and social responsibility are major areas of emphasis. This course emphasizes the psychology of human relations management.
MGMT 495
Independent Studies in Management 1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

MGMT 498
Work Experience in Management 1-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

MGMT 499
Experimental Offering in Management .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A.—Marketing

CERTIFICATE
Professional Applications of Geographic Information Systems (GIS) (Marketing emphasis - see page 188)

Program Description
Marketing is a dynamic area of study that provides immediate job and career opportunities after one course or the completion of a degree. The skills learned are easily converted into well-paying careers by many students. There is no limit to your success when these areas of study are utilized successfully. The skills learned are essential for international and domestic business and for companies large and small. Please refer to the Business section for additional marketing courses.

A rewarding future awaits those who are motivated and enjoy working in one of the following marketing areas:

Career Opportunities
Buyer
Entrepreneur
Marketing Services
Purchasing Agent
Shipping Clerk
Export / Import

Account Executive
Investment Counselor
Stockbroker
Salesperson
Marketing Manager

Some Career Opportunities may require more than two years of college study.

Highlights
- Additional training in courses acceptable as electives for civil service professional occupations
- Opportunities for Work Experience in local industry and business
- Training in a career where one third of the presidents of Fortune 500 corporations have marketing backgrounds
- Coursework in international marketing
- A lab with tutorial assistance

See also SMALL BUSINESS MANAGEMENT/ENTREPRENEURSHIP Certificate and Degree located in Business section, see page 100.

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo
**MARKETING (MKT)**

**MKT 120**  
Survey of International Business  
3 Units  
Prerequisite: None  
Hours: 54 hours LEC

This course is a comprehensive overview of international business designed to provide both beginners and experienced business people with a global perspective on international trade including foreign investments, impact of financial markets, and the operation of multinational corporations.

**MKT 122**  
International Marketing  
3 Units  
Prerequisite: None  
Hours: 54 hours LEC

This course presents the problems of marketing in the international marketplace and how marketers approach and solve them. The course focuses on concepts and principles by teaching the theory and practice of international marketing through the use of practical examples and actual case studies of international, both United States and foreign, marketing organizations. Studies include: international marketing position of the United States, market entry strategies, analysis of foreign markets, culture and marketing, product design, pricing, distribution, promotion and sales.

**MKT 132**  
Basics of Exporting  
1.5 Units  
Prerequisite: None  
Hours: 27 hours LEC

This course covers the different aspects of exporting and affords the student a working knowledge of the various terms and techniques essential to exporting. Studies include marketing, organization, regulation, terms of access, documentation, shipment and financing involved with international movement of merchandise, trade patterns by countries and commodities.

**MKT 134**  
Basics of Importing  
1.5 Units  
Prerequisite: None  
Hours: 27 hours LEC

This course is an overview of the steps involved in importing a product or service from beginning to end. Course includes an introduction to the United States Customs Service, what customs brokers do, duty rate structure and determination, basic laws affecting imports, currency exchange and letters of credit. Practical advice about storage and transportation of shipments after they have cleared customs will also be shared.

**MKT 295**  
Independent Studies in Marketing  
1-3 Units  
Prerequisite: None  
Hours: 18 hours LEC; 54 hours LAB

**MKT 299**  
Experimental Offering in Marketing  
.5-4 Units  
Prerequisite: None  
Hours: 18 hours LEC; 54 hours LAB

**MKT 300**  
Principles of Marketing  
3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC

This course is a general overview of marketing principles. The course covers the process of planning and executing the conception, pricing, promotion, and distribution of ideas, goods and services to create exchanges that satisfy individual and organizational goals. Elements of the marketing environment such as government regulation, environmental protection, competition, and consumer behavior will be analyzed.

**MKT 310**  
Selling Professionally  
3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC

This course shows the importance of good selling techniques and the personal qualifications required for effective selling. It emphasizes the development of a business personality and its application to the approach direction, and closing of a sale. It also examines various kinds of selling experience: direct, industrial, wholesale and retail. This course is recommended for men and women preparing for various technical fields as well as all business majors.

**MKT 312**  
Retailing  
3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC

Retailing is a business that provides goods and services to customers for their personal use. This course will study modern retail operations with emphasis on consumer behavior, store location and layout, sourcing of goods, pricing, organization, promotion, management and other pertinent factors of retail operations.

**MKT 314**  
Advertising  
3 Units  
Same As: RTVF 376.  
Prerequisite: None.  
Course Transferable to CSU  
Hours: 54 hours LEC

This course is an introduction to the field of advertising, its history, purpose, institutions, and functions. Studies are made of the various media used in general advertising, as well as the effective use of these media. Students will produce ads and advertising campaigns. This course is the same as RTVF 376, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

**MKT 330**  
Internet Marketing  
3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC

This course is designed to provide both the novice and skilled business person with a working knowledge of how to use Internet marketing. We will teach students to interact with specialists to devise strategies that build customer relations through technological strategies. These specialists may include network specialists, systems analysts, graphic designers, or web masters. Students will have a good understanding of how this technology can be used to help his/her business be more successful.
MKT 495
Independent Studies in Marketing  1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

MKT 498
Work Experience in Marketing  1-4 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

MKT 499
Experimental Offering in Marketing  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Mathematics & Statistics
Science, Mathematics & Engineering

DEGREE
A.S.—Mathematics

Program Description
Mathematics is a multifaceted subject of great beauty and application. The study of mathematics explores some of the deepest puzzles that have ever been encountered and equips the student with a universal language used to study quantities and relationships in all fields. The study of mathematics provides students with the ability to think logically and abstractly and develop the problem-solving and computational skills necessary for success in any field of study.

Math Department Website: http://www.crc.losrios.edu/Academic_Depts/Science,_Math_&_Engineering/Mathematics.htm

Career Opportunities
- Actuary
- Appraiser
- Assessor
- Auditor
- Biometrician
- Budget Analyst
- Casualty Rater
- Controller
- Computer Programmer
- Demographer
- Econometrician
- Engineering Analyst
- Epidemiologist
- Financial Analyst
- Investment Analyst
- Management Scientist
- Mathematician
- Operations Researcher
- Statistician
- Public Opinion Analyst
- Surveyor
- Systems Analyst
- Teacher
- Urban Planner

Most of these careers require education beyond the two-year college level.

Highlights
- A professional and innovative staff committed to providing the best possible mathematics education, including multi-media, computer assisted and distance education.
- A comprehensive mathematics curriculum addressing the needs of both the transfer student and the non-transfer student
- A program integrating "hands-on" use of the computer
- A math center providing alternative modes of instruction and tutorial support for students
- A program that uses assessment for proper placement of students
- A Mathematics, Engineering and Science Achievement (MESA) program
- A Mathematics Teacher Preparation Program (MTPP)

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

See page 244 for Mathematics Tree
MATH 22
Arithmetic - Part II  2.5 Units
Prerequisite: MATH 21 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
Hours: 45 hours LEC

This course presents the fundamentals of arithmetic with emphasis on computational skills. Topics include decimals, percents, ratios, proportions, problem solving and applications.

MATH 30
Pre-Algebra Mathematics  5 Units
Prerequisite: MATH 20 or 22, or equivalent skills demonstrated through the assessment process. Grade of "C" or better required to meet prerequisite.
Hours: 90 hours LEC

This course in pre-algebra mathematics emphasizes fundamental operations on integers and decimals as well as in geometric figures, measurement, and algebra. Topics include: fractions; decimals; signed numbers; properties of exponents; scientific notation; conversions; metric system; square and cube roots; formula evaluation; solving equations; ratios; proportions; algebraic manipulations; descriptive statistics; rectangular coordinate system; elementary calculator use.

MATH 81
Academic Skills in Mathematics  .25-2 Units
Prerequisite: None
Hours: 54 hours LAB

This course is designed for students concurrently enrolled in MATH 20, 21, 22, 30, 100, 101, 102, 105, 106, 112 or 125; placement can be made through student request, instructor recommendation, or an assessment process. This laboratory course provides assistance in math skills to students enrolled in a non-transferable mathematics course. Students may enter the course at any time during the semester and earn .25 to 2 units. Students may take the course up to four times, earning a maximum of eight units. This course is graded on a credit/no-credit basis. MATH 81 is recommended for students who are encountering difficulties in the areas of math anxiety, basic skills, algebraic concepts or manipulations, graphing, problem solving, etc.

MATH 82
Academic Skills in Mathematics  .25-2 Units
Prerequisite: None.
Hours: 108 hours LAB

This course is designed for students concurrently enrolled in MATH 30, MATH 310, MATH 335, MATH 341, MATH 343, MATH 344, MATH 350, MATH 351, MATH 400, MATH 401, MATH 402, MATH 410, MATH 420, or STAT 300. This laboratory course provides assistance in math skills to students enrolled in a transferable mathematics or statistics course. Students may enter the course at any time during the semester and earn .25 to 2 units. Students may take the course up to four times for credit, earning a maximum of eight units. This course is graded on a credit/no-credit basis. MATH 82 is recommended for students who are encountering difficulties in the areas of math anxiety, basic skills, algebraic concepts or manipulations, graphing, statistics, problem solving, etc.

MATH 83
Self Study Mathematics Modules  .25-1 Units
Prerequisite: None
Hours: 54 hours LAB

The course enables students to review specific math topics which are necessary for success in MATH 20, 30, 100, 105 or any course requiring the skills taught in these classes. Learning objectives and the course of study will be designed for each individual based on the needs of the student. A partial list of modules includes fractions, decimals, signed number arithmetic, percent, simplifying algebraic expressions, factoring, and solving linear equations. The course may be taken for credit a maximum of four times (with new learning objectives/activities each time). Modules cannot replace any existing mathematics course, and successful completion of MATH 83 currently does not satisfy any mathematics prerequisite. MATH 83 is a credit/no-credit class and students can enroll in the class at any time during the semester.

MATH 100
Elementary Algebra  5 Units
Prerequisite: MATH 30 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b)
Hours: 90 hours LEC

This course includes the fundamental concepts and operations of algebra with problem solving skills emphasized throughout. Topics include: properties of real numbers, linear equations and inequalities, integer exponents, polynomials, factoring polynomials. Rational expressions and equations, radical expressions and equations, rational exponents, systems of linear equations and inequalities, the rectangular coordinate system, graphs and equations of lines, and solving quadratic equations. MATH 105 recommended for students who feel they need additional coursework before taking MATH 100.

MATH 101
Elementary Algebra - Part I  2 Units
Prerequisite: MATH 30 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
Hours: 36 hours LEC

This course presents the fundamental concepts and operations of algebra with problem solving and critical thinking skills incorporated throughout. Topics include: review of properties of real numbers and signed numbers; algebraic expressions, solving linear equations and inequalities; solving linear systems of equations; graphing, properties of exponents; operations on polynomials.

MATH 102
Elementary Algebra - Part II  3 Units
Prerequisite: MATH 101 or MATH 105 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b)
Hours: 54 hours LEC

A continuation of MATH 101, this course presents the fundamental concepts and operations of algebra with problem solving and critical thinking skills incorporated throughout. Topics covered includes factoring and applications; operations on rational expressions and solving rational equations; rectangular coordinate systems; graphing lines and linear inequalities; equation of lines; roots and radical expressions; solving quadratic equations; complex numbers; continued study of problem solving and applications.
MATH 105
Basic Algebra with Applications 5 Units
Prerequisite: MATH 30 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b)
Hours: 90 hours LEC
This course emphasizes understanding the basic concepts of algebra. Problem solving and critical thinking skills are incorporated throughout. Topics include the use of variables and equations to represent real situations, graphing and interpreting linear and quadratic relationships, solving linear and quadratic equations, solving systems of equations and understanding their relationship to graphs, rewriting algebraic expressions (such as polynomials or rational expressions) in more useful forms by using the properties of exponents, factoring, or the distributive property, and ratios and proportions.

MATH 106
Mathematics for Technical Fields 3 Units
Prerequisite: MATH 30 with a grade of "C" or better; or placement through the assessment process.
General Education: AA/AS Area II(b)
Hours: 54 hours LEC
This course develops basic concepts of algebra and geometry with emphasis on mathematical problem solving. Applications to technical fields will be used to motivate the study of mathematics. Technical applications will include (but are not limited to) electronics, auto mechanics, construction, landscaping, photography, fire science, welding and drafting. This course fulfills the AA/AS general education requirement for communication and analytical thinking; it does not fulfill the mathematics competency requirement, nor does it fulfill the prerequisite for MATH 120 or MATH 125.

MATH 112
Elementary Geometry 3 Units
Prerequisite: MATH 100 or 102 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b)
Hours: 54 hours LEC
This course introduces Euclidean geometry. Topics include the axiomatic system, deductive and inductive reasoning, proof, triangles, quadrilaterals, congruence, similarity, constructions, the Pythagorean Theorem, area, and volume.

MATH 120
Intermediate Algebra 5 Units
Prerequisite: MATH 100 or 102 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b)
Hours: 90 hours LEC
This course reviews and extends the concepts of elementary algebra with problem solving skills emphasized throughout. Topics which are reviewed and extended include: linear and quadratic equations, factoring polynomials, rational expressions, exponents, radicals, equations of lines, and systems of equations. New topics include: graphs and their translations and reflections, functions, exponential and logarithmic functions, graphs of quadratic and simple polynomial functions, nonlinear systems of equations, quadratic inequalities, and an introduction to graph of circles.

MATH 125
Intermediate Algebra with Applications 4 Units
Prerequisite: MATH 100 or 102 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b)
Hours: 72 hours LEC
This course is designed for the intermediate algebra student who plans to continue into STAT 300, MATH 310 (Mathematical Discovery), or MATH 343 (Business Mathematics). The course topics include linear behavior, functions and graphs, exponential and logarithmic functions, systems, and polynomial, rational, exponential, logarithmic and radical expressions and equations. This course will feature discovery activities and applications to real data sets and problems which are current and relevant. This course does not fulfill the prerequisite for MATH 335.

MATH 295
Independent Studies in Mathematics 1-3 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

MATH 299
Experimental Offering in Mathematics .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

MATH 300
Introduction to Mathematical Ideas 3 Units
Prerequisite: MATH 120 or 125 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b); CSU Area B4
Course Transferable to CSU
Hours: 54 hours LEC
Introduction to Mathematical Ideas allows liberal arts students to meet general education mathematics requirements while exploring concepts and objects of mathematics in a meaningful way. This course is designed to show some of the essence and quality of mathematics, and to enhance precision in the evaluation and expression of ideas, thereby developing a student’s quantitative reasoning skills. It is recommended primarily for students who do not plan to major in a math-related field, but may be of interest to others as well. Course content may include topics from numeration systems, logic, geometry, probability, statistics, algebraic modeling, number theory, consumer mathematics, graph theory, voting and apportionment, and perhaps others; concepts of contemporary mathematics may be covered. Emphasis is placed on the deductive process.

MATH 310
Mathematical Discovery 3 Units
Prerequisite: MATH 112 or Geometry AND MATH 120 or 125 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b); CSU Area B4
Course Transferable to CSU
Hours: 54 hours LEC
This course is designed to introduce students to the spirit of mathematics by involving them in the mathematical process of exploration, conjecture, and proof. Students will explore mathematical patterns and relations, formulate conjectures, and prove their conjectures. Areas of mathematics from which content may be derived include number theory, statistics, probability, geometry, and sequences and series. This course is recommended for students interested in a career in education.
MATH 315
Exploratory Field Experience in Mathematics  3 Units
Prerequisite: MATH 120 or 125 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area Ill(b)  
Course Transferable to CSU  
Hours: 90 hours LEC

This course is an education-based field experience in mathematics designed to allow students to explore learning styles, learning environments and learning methods as they apply to tutoring and teaching mathematics. While exploring teaching as a career choice, students will have the opportunity to learn and practice essential skills to motivate and assist younger students with their progress through the mathematics curriculum. Students will be assigned to area schools to observe and assist in a mathematics classroom and to work with selected students in structured one-on-one or group settings. Weekly seminars will allow students to share experiences and compare observations. Students will also have the opportunity to explore their own cognitive learning styles and consider how these learning styles relate to mathematics both as learner and as teacher. Students will have the opportunity to learn about social, cultural, and educational issues related to mathematics and the school environment. This course is recommended for students considering a major in teaching preparation who may wish to pursue either a multiple subject credential or a single subject credential in mathematics. Prior to beginning work in the schools, students may be required to be fingerprinted and pass a TB test. This course may be taken two times for credit.

MATH 335
Trigonometry with College Algebra  5 Units
Prerequisite: MATH 112 AND MATH 120 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b); CSU Area B4  
Course Transferable to CSU  
Hours: 90 hours LEC

This is a full trigonometry course with algebra concepts reviewed, extended, and integrated when they are relevant to the trigonometric concepts. The trigonometric topics include right triangle trigonometry, unit circle trigonometry, graphs of trigonometric functions, proofs of trigonometric identities, solving trigonometric equations, applications of trigonometric functions (law of sines and cosines), and inverse trigonometric functions. The algebra topics include exponential and logarithmic functions, complex numbers, conic sections, the polar coordinate system, and solving equations, inequalities, and systems of equations.

MATH 341
Calculus for Business and Economics  4 Units
Prerequisite: MATH 120 or 125 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2A  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 72 hours LEC

This course offers an introduction to the concepts and techniques of sets, functions, limits, analytic geometry and the differential and integral calculus. This course is intended for business students; it is not recommended for mathematics and physical science majors.

MATH 343
Modern Business Mathematics  4 Units
Prerequisite: MATH 120 or 125 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b); CSU Area B4  
Course Transferable to CSU  
Hours: 72 hours LEC

This course is designed around applications of mathematics in an economic and business context. The major topics included are function, finance (interest and exponential models), rates of change, optimization, and linear programming. The content of the course is structured to incorporate tables, graphs and data sets collected from real-world situations. This course is not recommended for mathematics or physical science majors.

MATH 344
Finite Mathematics  3 Units
Prerequisite: MATH 120 or 125 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2A  
Course Transferable to UC/CSU  
Hours: 54 hours LEC

Topics covered in this course include set theory, matrix algebra, simplex method of linear programming, Markov process, game theory, mathematics of finance including present value and annuities, and probability and statistics with application in the field of business, social science and biological sciences.

MATH 350
Calculus for the Life and Social Sciences I  3 Units
Prerequisite: MATH 335 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2A  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 54 hours LEC

This course is an introduction to calculus. Topics include functions, trigonometric functions, limits, analytic geometry, and differential calculus with applications to business, social, and biological sciences. This course is intended for students majoring in social and biological sciences.

MATH 351
Calculus for the Life and Social Sciences II  3 Units
Prerequisite: MATH 350 with a grade of "C" or better  
General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2A  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 54 hours LEC

This course is a continuation of Math 350. Topics include: definite and indefinite integrals, power series, analytic geometry, multivariate calculus, and differential equations with applications to business, social, and biological sciences.
MATH 370
Pre-Calculus Mathematics  
Prerequisite: MATH 335 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.  
General Education: AA/AS Area ll(b); CSU Area B4; IGETC Area 2A  
Course Transferable to UC/CSU  
Hours: 90 hours LEC  
This course is designed to prepare students for calculus 400, 401, and 402. Course content includes a brief review followed by an in-depth extension of the properties of polynomial, rational, exponential, logarithmic and trigonometric functions. Additional topics include systems of linear and non-linear equations and inequalities, conic sections, sequences and series, analytic geometry, vectors, parametric, and polar equations. A graphing calculator may be required for this course.

MATH 400
Calculus I  
Prerequisite: MATH 370 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.  
General Education: AA/AS Area ll(b); CSU Area B4; IGETC Area 2A  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 90 hours LEC  
This course explores the basic concepts of analytic geometry, limits, derivatives, and integrals. Topics covered will include the graphs, derivatives, and integrals of algebraic, trigonometric, exponential, logarithmic, and hyperbolic functions, and indeterminate forms. Many applications will be covered, including those involving rectilinear motion, differentials, related rates, graphing, and optimization.

MATH 401
Calculus II  
Prerequisite: MATH 400 with a grade of "C" or better  
General Education: AA/AS Area ll(b); CSU Area B4; IGETC Area 2A  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 90 hours LEC  
This course is a continuation of MATH 400. Topics covered include techniques of integration, numerical integration, improper integrals, infinite series, parametric equations, polar coordinates, and conic sections. Many applications will be covered including those involving areas between plane regions, volumes of revolution, work, moments and concepts of mass, average value, arc length, and surface area.

MATH 402
Calculus III  
Prerequisite: MATH 401 with a grade of "C" or better  
General Education: AA/AS Area ll(b); CSU Area B4; IGETC Area 2A  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 90 hours LEC  
This course extends the concepts of limits, derivatives and integrals to vector-valued functions and functions of more than one variable. Topics covered will include three-dimensional analytic geometry and vectors, partial derivatives, multiple integrals, line integrals, surface integrals, and the theorems of Green, Gauss (Divergence), and Stokes. Many applications of the calculus will be included.
STATISTICS (STAT)

STAT 300
Introduction to Probability and Statistics 4 Units
Prerequisite: MATH 120 or 125 with a grade of "C" or better; or equivalent skills demonstrated through the assessment process.
General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 72 hours LEC

This course is an introduction to probability and statistics. Topics include: elementary principles and applications of descriptive statistics, counting principles, elementary probability principles, probability distributions, estimation of parameters, hypothesis testing, linear regression and correlation, and ANOVA. Scientific calculators with two-variable statistics capabilities may be required.

STAT 495
Independent Studies in Statistics 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

STAT 499
Experimental Offering in Statistics .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
**Mathematics & Statistics**

**MATH TREE**

**MATH 20 (5 units)**
Arithmetic (non degree applicable / non transferable)

**MATH 30 (5 units)**
Pre-Algebra (non degree applicable / non transferable)

**MATH 106 (3 units)**
Math for Technical Fields (AA / AS applicable)
(does not meet grad. competency)

**MATH 100 (5 units)**
(meets AA/AS competency)
**Math 100 = Math 101 + Math 102**

**MATH 101 (2 units)**
Elementary Algebra - Part I
(does not meet AA/AS competency)

**MATH 102 (3 units)**
Elementary Algebra - Part II
(meets AA/AS competency)

**Correct math sequence depends on major. See a counselor** *

**MATH 125 (4 units) or MATH 120 (5 units)**
Intermediate Algebra or Intermediate Algebra with Applications (AA / AS applicable)

**MATH 112 (3 units)**
Elem. Geometry (AA / AS Applicable)

**MATH 120 (5 units)**
Intermediate Algebra (AA / AS applicable)

Transferable math courses for other majors **

**MATH 300 (3 units)**
Math Ideas (CSU)

**MATH 341 (4 units)**
Calculus for Business & Economics (CSU/UC)

**MATH 343 (4 units)**
Modern Business Mathematics (CSU)

**MATH 344 (3 units)**
Finite Math (CSU/UC)

**STATISTICS 300 (4 units)**
Intro to Probability & Statistics (CSU/UC)

**MATH 315 (3 units)**
Exploratory Field Experience (CSU)

If Geometry is on HS transcript or College transcript

CSU Sacramento Liberal Studies

**MATH 310 (3 units)**
Math Discovery (CSU)

**MATH 335 (5 units)**
Trigonometry with College Algebra (CSU)

**MATH 350 (3 units)**
Calculus for the Life & Social Sciences I (CSU/UC)

**MATH 400 (5 units)**
Calculus I (Engineering Calculus) (CSU/UC)

**MATH 401 (5 units)**
Calculus II (Engineering Calculus) (CSU/UC)

**MATH 402 (5 units)**
Calculus III (Engineering Calculus) (CSU/UC)

**MATH 401 (5 units)**
Calculus II (Engineering Calculus) (CSU/UC)

**MATH 410 (3 units)**
Intro to Linear Algebra (CSU/UC)

Transfer Students unsure of major should take MATH 120

* See counselor for correct math requirements
DEGREE
A.S.—Medical Assisting

CERTIFICATES
Medical Assisting
Medical Assisting, Administrative
Medical Assisting, Medical Insurance Billing

Program Description
The CRC Medical Assisting program is designed to prepare students for careers as Medical Assistants in private, state and federal medical offices. Upon completion of an AS degree or certificate in Medical Assisting, students may take the certification exam administered by the Commission on Accreditation of Allied Health Education programs (CAAHEP) on recommendation of the Committee on Accreditation on Medical Assistant Education.

Career Opportunities
Administrative Medical Assistant
Clinical Medical Assistant
Insurance Billing Specialist

Highlights
• According to the October 2002 New York Times, Medical Assisting is among the ten "Fastest Growing Occupations, 2000 to 2010" in the United States with a projected growth of nearly 60%"
• Eligibility to become members of AAMA and CSMA
• Accredited preparation for national board exams; CRC students have exceeded national averages in the top 5 percent consistently for the past 20 years
• Transfer opportunities leading to degrees in Health Services or Health Care Administration
• Provides multiple skills for the entry-level health care professional
• The Cosumnes River College Certificate Medical Assisting program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Curriculum Review Board of the American Association of Medical Assistants Endowment (AAMAE).

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.S.-Medical Assisting

CODE #1184

REQUIRED PROGRAM .............................................................Units
AH 110 Medical Language for the Health -Care Provider ............3
AH 120 Human Disease .........................................................3
AH 124 Pharmacology for the Health Care Professional ...........2
BIOL 102 Introduction to Concepts of Human Anatomy and Physiology ......................................4
BUS 100 English for the Professional ......................................3
COMM 325 Intercultural Communication .................................3
HEED 320 CPR: BLS for the Professional Rescuer ....................2
MEDA 100 Introduction to Medical Assisting .........................1
MEDA 110 Medical Insurance Procedures ...............................2
MEDA 120 Computer Applications for the Medical Office .........1
MEDA 122 Medical Office Management ...................................2.5
MEDA 124 Administrative Medical Assisting ..........................1.5
MEDA 230 Clinical Procedures ..............................................4
PSYC 300 General Principles .................................................3
MEDA 140 Medical Assisting Practicum ....................................3
TOTAL UNITS REQUIRED ..................................................38

1BIOL 100 and/or 430/431 are acceptable
2Or a current CPR for the Professional Rescuer Certification
3This is the capstone course and should be taken last

G.E. Graduation Requirements for this degree - See pages 20-21.
CERTIFICATE
Medical Assisting
CODE #1184

REQUIRED PROGRAM...........................................................................Units
AH 110 Medical Language for Health-Care Providers.......................3
AH 120 Human Disease....................................................................3
AH 124 Pharmacology for the Health Care Professional...............2
BIOL 102 Introduction to Concepts of Human Anatomy and Physiology...41
BUS 100 English for the Professional............................................1
COMM 325 Intercultural Communication........................................3
HEED 320 CPR: BLS for the Professional Rescuer...........................23
MEDA 100 Introduction to Medical Assisting................................1
MEDA 110 Medical Insurance Procedures....................................2
MEDA 120 Computer Applications for the Medical Office...............1
MEDA 122 Medical Office Management.........................................2.5
MEDA 124 Administrative Medical Assisting.................................1.5
MEDA 230 Clinical Procedures.....................................................4
PSYC 300 General Principles.......................................................3
MEDA 140 Medical Assisting Practicum........................................34

TOTAL UNITS REQUIRED..................................................................38

1Biol 100 and/or BIOL 430/431 are acceptable.
2The required non-Medical Assisting courses may be completed prior to or concurrently with the Medical Assisting Practicum.
3Or a current CPR for the Professional Rescuer Certification
4This is the capstone course and should be the last taken.

CERTIFICATE
Medical Assisting, Administrative
CODE #1185

This curriculum is designed to prepare the individual with front office skills for employment as an Administrative Medical Assistant in a physician's office, hospital, clinic, laboratory, pharmaceutical company, or a health and accident insurance company, and to teach related duties essential to administrative medical assisting.

REQUIRED PROGRAM...........................................................................Units
AH 108 Introduction to Allied Health................................................1
AH 110 Medical Language for Health-Care Providers.......................3
AH 120 Human Disease....................................................................3
BIOL 102 Introduction to Concepts of Human Anatomy and Physiology...41
BUS 100 English for the Professional............................................1
HEED 320 CPR: BLS for the Professional Rescuer...........................23
MEDA 100 Introduction to Medical Assisting................................1
MEDA 110 Medical Insurance Procedures....................................2
MEDA 120 Computer Applications for the Medical Office...............1
MEDA 122 Medical Office Management.........................................2.5
MEDA 124 Administrative Medical Assisting.................................1.5
MEDA 124 Computer Applications for the Medical Office...............1
MEDA 122 Medical Office Management.........................................2.5
MEDA 124 Administrative Medical Assisting.................................1.5
MEDA 141 Administrative Medical Assisting Practicum....................1

TOTAL UNITS REQUIRED..................................................................25

1Required non-medical assisting courses may be completed prior to or concurrently with the Medical Assisting Program.
2Or a current CPR for the Professional Rescuer Certification

CERTIFICATE
Medical Assisting, Medical Insurance Billing
CODE # 1550

The CRC Medical Insurance Billing Certificate program is designed to prepare students for entry level careers in insurance billing in a medical office setting. The curriculum is designed to give students the basic, desired skills for employment in a physician's office, hospital, ambulatory clinic, or health and accident insurance company.

REQUIRED PROGRAM...........................................................................Units
AH 110 Medical Language for Health Care Providers.......................3
AH 124 Pharmacology for the Health Care Professional...............2
BIOL 102 Introduction to Concepts of Human A & P.......................4
AH 120 Human Disease.................................................................3
HIT 120 Basic ICD-CM Coding.....................................................2
MEDA 110 Medical Insurance Procedures....................................2

TOTAL UNITS REQUIRED.................................................................16

MEDICAL ASSISTING (MEDA)

MEDA 100
Introduction to Medical Assisting 1 Unit
Prerequisite: None.
Hours: 18 hours LEC

This course provides an introduction to the field of Medical Assisting.
Students will learn the medical assisting scope of practice, typical duties of an administrative and clinical MA, including career ladders and types of facilities that employ medical assistants. Students will also be introduced to the legal concepts and ethical issues that may be encountered in the field of medical assisting.

MEDA 110
Medical Insurance Procedures 2 Units
Prerequisite: AH 110 with a grade of "C" or better
Hours: 36 hours LEC

Introduction to health insurance; coding for professional services using CPT, ICD-9-CM and CSN classification systems.

MEDA 120
Computer Applications for the Medical Office 1 Unit
Prerequisite: None.
Corequisite: MEDA 100 (may be taken previously).
Advisory: CISC 302
Hours: 9 hours LEC; 27 hours LAB

The course is designed to introduce the student to computer applications in the ambulatory healthcare setting. Emphasis is placed on building a patient database which can be used to maintain information necessary for billing, for patient contact, to monitor office operations and efficiency, and to generate end-of-period reports.
MEDA 122
Medical Office Management 2.5 Units
Prerequisite: None.
Corequisite: AH 110 (may be taken previously)
Advisory: MEDA 100
Hours: 45 hours LEC
This course instructs the student in medical office administrative planning, management, supervision, and training of employees; personnel contracts and agreements; principles of credit and collections; basic financial management and the development of a policy and procedure manual.

MEDA 124
Administrative Medical Assisting 1.5 Units
Prerequisite: None.
Corequisite: MEDA 100
Advisory: BUS 100
Hours: 27 hours LEC
This course is designed to introduce the medical assisting student to the administrative responsibilities encountered in an ambulatory clinic. Typical administrative duties of a medical assistant include patient reception, scheduling, telephone procedures, filing and medical records including HIPAA regulations and bookkeeping principles.

MEDA 140
Medical Assisting Practicum 3 Units
Prerequisite: AH 108, AH 120, HEED 320, MEDA 120, MEDA 122 with grades of "C" or better
Hours: 180 hours LAB
This course consists of supervised experience in a health care setting performing the tasks and responsibilities of a medical assistant. Those duties include, but are not limited to, administering injections, performing electrocardiograms, obtaining patient history and chief complaints, scheduling appointments, answering telephones, basic clerical functions and other duties as requested by site physician and/or supervisor. Students will be required to show proof of immunity to Varicella, Measles, Mumps, Rubella and TB prior to beginning the clinical rotation. Students will have supplementary requirements, such as liability insurance, that will incur additional fees. This course is for students who have completed all of the CRC Medical Assisting Program requirements.

MEDA 141
Administrative Medical Assisting Practicum 1 Unit
Prerequisite: AH 108, AH 120, BUS 100, HEED 320, MEDA 110, MEDA 120, and MEDA 122 with grades of "C" or better
Hours: 60 hours LAB
This course consists of supervised experience in a health care setting performing the tasks and responsibilities of an administrative medical assistant. Those duties include, but are not limited to, scheduling appointments; answering telephones; filing; preparing insurance claims; and other basic clerical functions as requested by site physician and/or supervisor. This course is available to students who have completed all of the requirements of the CRC Administrative Medical Assisting certificate program.

MEDA 230
Clinical Procedures 4 Units
Prerequisite: AH 110, BIOL 102, and MEDA 100 with grades of "C" or better
Corequisite: MEDA 100 and BIOL 102 (may be taken previously)
Hours: 36 hours LEC; 108 hours LAB
This course will instruct the student in the clinical procedures performed by entry-level Medical Assistants according to AAMA standards and the Medical Assisting Scope of Practice.

MEDA 295
Independent Studies in Medical Assisting 1-3 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

MEDA 298
Work Experience in Medical Assisting 1-4 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

MEDA 299
Experimental Offering in Medical Assisting .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A. — Music, General

Program Description
The CRC music program includes vocal and instrumental components as well as courses on music, history, theory, and electronic music. The two-year program in music is designed to provide students with a foundation in music theory and history, in addition to allowing a choice of instrumental, keyboard, or vocal performance areas in which they may specialize.

Career Opportunities
Music Education
Public and Private
Teaching; Vocal Performance
Instrumental Performance;
Music Store Employment & Management
Church Music Direction; Composer

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Various avenues for vocal performance—college chorus, choir, chamber singers, contemporary gospel choir
• Various avenues for instrumental performance—college orchestra, jazz band, concert band
• Annual performance tours
• A very talented and highly motivated staff

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

MUSIC FUNDAMENTALS,
HISTORY & LITERATURE (MUFHL)

MUFHL 300
Introduction to Music 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC

Learning to listen to and understand the music of many historic periods and cultures through the features they share: sound sources, time frame, rhythm and meter, pitch, and structure. Designed for the student with no previous musical study.
MUFL 308
Introduction to Music: Rock & Roll 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course examines social, political, cultural and economic issues as they relate to the history of rock and roll music. Musical examples will develop listening skills and the ability to critique the music orally and in written form. This course is designed for students with no previous musical study.

MUFL 310
Survey of Music History and Literature 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
A detailed study of the development of music from antiquity to 1750, emphasizing the relation of music to the social, cultural, economic and political factors which produced it. Required for music majors and designed for those particularly interested in the humanities or the arts.

MUFL 311
Survey of Music History and Literature 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
History of music literature from the beginning of the classical period to music of today, emphasizing the relation of music to the social, cultural, economic and political factors which produced it. Required for music majors and designed for those particularly interested in the humanities or the arts.

MUFL 315
Jazz History 3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an historical, comprehensive, and comparative listeners survey of the traditions of Jazz music from around the world and in the United States, in which concepts of ethnicity, ethnocentrism, racism, ageism, class differences, and gender issues will be addressed. Guided listening presentations will show how African and early African-American musical traditions have led to the development of various improvisational forms and styles, including Ragtime, Swing, Bebop, Free Jazz, Fusion, and Acid Jazz. Jazz style of the Americas, Asia, Africa, India, and Europe will be covered.

MUFL 321
Basic Musicianship 3 Units
Prerequisite: None.
General Education: CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
Learning to read and understand (visually, aurally, and kinesthetically) rhythmic, melodic, and harmonic notation, texture and form through keyboard and/or other instruments including voice as a window to music literacy and creativity. Recommended for students with limited musical experience or to those wishing a basic course prior to enrollment in MUFL 400.

MUFL 330
World Music 3 Units
Prerequisite: None.
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a comprehensive, comparative listeners’ survey of the folk, ethnic, dance, and ceremonial music traditions around the world and in the United States, in which concepts of ethnicity, ethnocentrism, racism, ageism, class differences, and gender issues will be addressed. Guided listening presentations will show how traditional forms and styles have led to the urban, professional music popular in many countries today known as “World Beat.” Music of the Americas, Africa, Asia, Australasia and Europe will be covered.

MUFL 400
Music Theory 4 Units
Prerequisite: None.
Corequisite: MUJVI 340
General Education: CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This course is the study of scales, intervals, triads, diatonic harmonies, part writing, rhythms, sight singing, ear training, dictation, history and performance. Analysis and composition will be taught. Reading music is a requirement for this course. This course is required for music majors.

MUFL 401
Music Theory 4 Units
Prerequisite: MUFL 400 with a grade of "C" or better.
Corequisite: MUJVI 341.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
Study of scales, intervals, triads, diatonic harmonies, part writing, rhythms, sight singing, ear training, dictation, history and performance. Includes analysis and composition. Required for music majors. Students may wish to challenge the prerequisite on the basis of equivalent experience.
MUFHL 410
Advanced Music Theory 4 Units
Prerequisite: MUFHL 401. Grade of "C" or better required to meet prerequisite.
Advisory: Concurrent enrollment in MUIVI 350.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This course is a continuation of MUFHL 400 and 401. Includes study of 16th through 18th century counterpoint, fugue, variation, altered chords, sonata allegro and rondo forms, and late 19th and 20th century writing techniques; practice in rhythmic, melodic, harmonic and contrapuntal sight singing, ear training and diction. Required for music majors. Students may wish to challenge the prerequisite on the basis of equivalent experience.

MUFHL 411
Advanced Music Theory 4 Units
Prerequisite: MUFHL 410 with a grade of "C" or better.
Advisory: Concurrent enrollment in MUIVI 351.
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This course is a continuation of MUFHL 400, 401, 410. Includes study of 16th through 18th century counterpoint, fugue, variation, altered chords, sonata allegro and rondo forms, and late 19th and 20th century writing techniques; practice in rhythmic, melodic, harmonic and contrapuntal sight singing, ear training and diction. Required for music majors.

MUFHL 420
Beginning Jazz Theory 2 Units
Prerequisite: MUFHL 401. Grade of "C" or better required to meet prerequisite.
Advisory: MUIVI 341.
Course Transferable to UC/CSU
Hours: 27 hours LEC; 27 hours LAB
This course introduces the elements of jazz theory including harmonic, melodic and formal analysis in the jazz idiom.

MUFHL 421
Advanced Jazz Theory 2 Units
Prerequisite: MUFHL 420. Grade of "C" or better required to meet prerequisite.
Advisory: MUIVI 341.
Course Transferable to UC/CSU
Hours: 27 hours LEC; 27 hours LAB
This course provides a continuation of jazz concepts presented in MUFHL 420. The emphasis will be advanced elements of jazz theory including harmonic, melodic and formal analysis in the jazz idiom.

MUFHL 495
Independent Studies in Music Fundamentals/History and Literature 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

MUFHL 499
Experimental Offering in Music Fundamentals/History and Literature .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

INSTRUMENTAL/VOICE INSTRUCTION (MUIVI)

MUIVI 310
Voice Class 2 Units
Prerequisite: None.
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 18 hours LAB
Training in the correct use of the singing voice, vocal techniques, and repertoire. Required for vocal majors, but open to all students desiring to begin the study of voice.

MUIVI 311
Voice Class 2 Units
Prerequisite: MUIVI 310 with a grade of "C" or better.
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 18 hours LAB
Training in the correct use of the singing voice, vocal techniques, and repertoire. Required for vocal majors, but open to all students desiring the study of voice.

MUIVI 320
Voice Class, Intermediate 2 Units
Prerequisite: MUIVI 310 and 311 with grades of "C" or better.
Course Transferable to UC/CSU
Hours: 36 hours LEC; 18 hours LAB
Vocal exercise and intellectual analysis for the development of efficient singing technique and skill in performing vocal literature. Performance in class and in recital is essential. Required for vocal majors. Students may wish to challenge the prerequisite on the basis of equivalent experience.
MUIVI 321
Voice Class, Intermediate  2 Units
Prerequisite: MUIVI 320. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 36 hours LEC; 18 hours LAB
Practical application of proper singing techniques with emphasis on English and Italian diction, and English and Italian literature. Performance in class and in recital is essential. Required for vocal majors. Students may wish to challenge the prerequisite on the basis of equivalent experience.

MUIVI 340
Beginning Piano  2 Units
Prerequisite: None.
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 18 hours LAB
Course is based on conceptual learning which is transferable to all areas of music study. Group activities include ear training, repertoire, sight reading and transposition, technique, improvisation, and written work. Goals are literacy and creativity in music through keyboard application. Recommended for all music majors, pre-school and elementary teachers, and required for non-keyboard music majors. May be taken two times for credit.

MUIVI 341
Beginning Piano  2 Units
Prerequisite: MUIVI 340 with a grade of "C" or better
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 18 hours LAB
Course is based on conceptual learning which is transferable to all areas of music study. Group activities include ear training, repertoire, sight reading and transposition, technique, improvisation, and written work. Goals are literacy and creativity in music through keyboard application. Recommended for all music majors, pre-school and elementary teachers, and required for non-keyboard music majors. May be taken two times for credit. Students may wish to challenge the prerequisite on the basis of equivalent experience.

MUIVI 350
Intermediate Piano  2 Units
Prerequisite: MUIVI 341 with a grade of "C" or better
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 18 hours LAB
Course is based on conceptual learning which is transferable to all areas of music study. Group activities include ear training, repertoire, sight reading and transposition, technique, improvisation, and written work. Goals are literacy and creativity in music through keyboard application. Recommended for all music majors, pre-school and elementary teachers, and required for non-keyboard music majors. May be taken two times for credit. Students may wish to challenge the prerequisite on the basis of equivalent experience.

MUIVI 351
Intermediate Piano  2 Units
Prerequisite: MUIVI 350 with a grade of "C" or better
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 18 hours LAB
Course is based on conceptual learning which is transferable to all areas of music study. Group activities include ear training, repertoire, sight reading and transposition, technique, improvisation, and written work. Goals are literacy and creativity in music through keyboard application. Recommended for all music majors, pre-school and elementary teachers, and required for non-keyboard music majors. May be taken two times for credit. Students may wish to challenge the prerequisite on the basis of equivalent experience.

MUIVI 370
Beginning Guitar  2 Units
Prerequisite: None.
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 18 hours LAB
Beginning instruction on the guitar with emphasis on the fundamentals of music as well as basic guitar chord technique and accompaniment figurations.

MUIVI 371
Intermediate Guitar  2 Units
Prerequisite: MUIVI 370 with a grade of "C" or better
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 18 hours LAB
A continuation of MUIVI 370 with emphasis on increased skills in chording, arpeggiation, accompaniment, improvisation, melodic reading, and development of personal style. Students may wish to challenge the prerequisite on the basis of equivalent experience.

MUIVI 385
Jazz Styles and Improvisation  2 Units
Prerequisite: None
Advisory: Ability to play a melodic instrument or ability to sing; ability to read music.
Course Transferable to UC/CSU
Hours: 27 hours LEC; 27 hours LAB
This course is the study of instrumental and vocal application of jazz improvisation. This course may be taken two times for credit.

MUIVI 386
Jazz Styles and Improvisation  2 Units
Prerequisite: MUIVI 385. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 27 hours LEC; 27 hours LAB
This course is the study of advanced instrumental and vocal applications of jazz improvisation. May be taken two times for credit.
MUIVI 400
Beginning Jazz Piano  2 Units
Prerequisite: MUFHL 420. Grade of "C" or better required to meet prerequisite.
Advisory: MUIVI 341.
Course Transferable to UC/CSU
Hours: 27 hours LEC; 27 hours LAB
This course is an introduction to the fundamentals of jazz piano. Topics include left-hand voicings, tritone substitution, and scale theory applications to the keyboard. Requires at least five hours per week outside preparation.

MUIVI 410
Applied Music  1 Unit
Prerequisite: None
Course Transferable to UC/CSU
Hours: 18 hours LEC
This course involves off-campus instrumental or vocal study requiring a minimum of one-half hour per week of individual study with a private instructor (at student's expense) for a minimum of 18 weeks. The course meets one hour per week on campus for instruction and performance. The course may be taken four times for credit.

MUIVI 495
Independent Studies in Music Instrumental/Voice Instruction  1-3 Units
Prerequisite: None
General Education: CSU Area C1
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 162 hours LAB
Independent study designed to provide instrumental training not offered in other CRC music classes. Components of the course may include private or group instruction, solo and ensemble work, accompanying experience, and programmed learning in music fundamentals and music technology. Also for students interested in developing tutorial and/or instrumental skills. Each component may be repeated for a total of 3 units, up to a maximum of 9 units.

MUIVI 499
Experimental Offering in Music Instrumental/Voice Instruction  .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

MUSIC PERFORMANCE (MUP)

MUP 310
Orchestra  2 Units
Prerequisite: None.
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 18 hours LEC; 54 hours LAB
Study and performance of orchestral music. Public performances required. May be taken four times for credit.

MUP 320
Jazz Band  2 Units
Prerequisite: None.
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 18 hours LEC; 54 hours LAB
Study and performance in stage band and stage routine, including performance from special arrangements. Public performances required. May be taken four times for credit.

MUP 321
Advanced Jazz Band  1-2 Units
Prerequisite: MUP 320. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course is in the continuing study and performance of Jazz Band repertoire. Additional topics include experience in conducting, rehearsal technique and section leading. Public performance and field trips are required. Performance participation will be by audition. This course may be taken four times for credit. Students may wish to challenge the prerequisite on the basis of equivalent experience.

MUP 330
Concert Band  2 Units
Prerequisite: None
Course Transferable to UC/CSU
Hours: 18 hours LEC; 54 hours LAB
Open to all students who wish to continue their musical training. This course includes public performance and field trips, and meets requirements for all music majors and minors. Students study music literature composed for concert band and perform concert band music. This course is open to all students and may be taken four times for credit. Students may be required to provide their own instruments. Students may wish to challenge the prerequisite on the basis of equivalent experience.

MUP 350
College Choir  2 Units
Prerequisite: MUP 357 with a grade of "C" or better
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 18 hours LEC; 72 hours LAB
Study and performance of standard vocal literature from 16th century to modern period. Students are urged to enter during the freshman year. The course is not limited to music majors and is open to all qualified students. Public performances required. May be taken four times for credit.
MUP 353
Contemporary Gospel Choir  2 Units
Prerequisite: None
Course Transferable to UC/CSU
Hours: 18 hours LEC; 54 hours LAB
This course is designed for the college student who is interested in singing and performing contemporary gospel chorale repertoire. No previous musical experience is necessary. The course is open to all interested singers and musicians. Public performance of the repertoire rehearsed and learned is required. This course may be taken two times for credit.

MUP 357
College Chorus  2 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
Hours: 18 hours LEC; 54 hours LAB
This course is designed for the college student who is interested in a musical experience. Singers study and perform standard choral literature. Membership is open to college students, faculty, staff and community. Public performances are required. Ability to match pitch, maintain rhythmic integrity and produce a good tone will be assessed by the professor in the initial rehearsals. This course may be taken four times for credit.

MUP 360
Chamber Singers  2 Units
Prerequisite: None.
Advisory: MUP 350 or 357
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
Hours: 18 hours LEC; 72 hours LAB
Singers study and perform standard choral literature, especially written for chamber ensemble. Prospective members should have considerable previous choral experience. Public performances are required. Singers will perform outside of class, including evening concerts, participation in collegiate choral festivals, and on short tours. Ability to match pitch, maintain rhythmic integrity and produce a good tone will be assessed by the professor in the initial rehearsals. This course may be taken four times for credit.

MUP 418
Piano Ensemble  1 Unit
Prerequisite: MUIVI 341. Grade of "C" or better required to meet prerequisite.
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 54 hours LAB
Open to students who read music. Emphasis on ensemble playing and continuing development of Comprehensive Keyboard Musicianship with emphasis on study and interpretation of piano literature from each historical and stylistic period. May be taken four times for credit. Students may wish to challenge the prerequisite on the basis of equivalent experience.

MUP 422
Special Ensemble Participation  .5-2 Units
Prerequisite: None
Corequisite: MUP 310 or MUP 320 or MUP 330, or MUP 357, or the equivalent (may be taken previously). Grade of "C" or better required to meet corequisite.
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course is open to all students who sing, or play a musical instrument. Instrumentation of groups will vary, including jazz combo, piano quintet, guitar ensemble, and related music as well as choral groups. The course may be taken four times for credit.

MUP 424
Commercial Music Ensemble  2 Units
Prerequisite: None.
Advisory: Ability to play at least one instrument or vocalize in a popular style.
Enrollment Limitation: audition/demonstrated instrumental or vocal skill
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This course involves the rehearsal and performance of contemporary pop and commercial styles, including rock, jazz, rhythm and blues, soul, folk, urban styles, country, and world beat. The course may be taken four times for credit.

MUP 495
Independent Studies in Music Performance  1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

MUP 499
Experimental Offering in Music Performance  .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
MUSM 334
Introduction to Musical Instrument Digital Interface (MIDI)  2 Units
Prerequisite: None.
Advisory: MUFHL 310 or MUIVI 310
General Education: AA/AS Area I
Course Transferable to CSU
Hours: 9 hours LEC; 81 hours LAB
This course is an introduction to the rapidly evolving use of professional music software and MIDI electronic instruments. Various music hardware options, including keyboards, synthesizers, samplers, computers and drum machines, will be explored. Through a series of MIDI projects, students learn to use music sequencing, notation, and CAI (computer-assisted instruction) software.

MUSM 370
Music for Children  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1
Course Transferable to CSU
Hours: 54 hours LEC
Experiences and materials for integrating music into pre-school, elementary, and recreational programs. Recommended for elementary and early childhood credential candidates, recreation leaders, and others who use music with children. Required for Teacher Assistant Program. (See Early Childhood Education)

MUSM 495
Independent Studies in Music Specializations in Music  1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

MUSM 499
Experimental Offering in Music Specializations in Music  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.S.–Nutrition and Foods; Dietetic Technician

CERTIFICATES
Nutrition and Foods, Community Nutrition
Nutrition and Foods, Dietetic Technician

Program Description
CRC's Department of Nutrition and Foods offers a Dietetic Technician Program that is challenging, accessible, and rewarding. The program provides opportunities to master the knowledge and skills required for professional success in dietetics. The program integrates online teaching with supervised clinical experience in the areas of food and nutrition therapy. The Dietetic Technician Program prepares students to function at the generalist level of dietetic care under the supervision of a registered dietitian. This program has been granted initial Accreditation by the Commission on Accreditation for Dietetics Education of the American Dietetic Association. Upon successful completion of the Dietetics Technician Program, students are qualified to take the national registration examination administered through the Commission of Dietetic Registration. Passing this examination certifies the individual as Dietetic Technician, Registered (DTR).

Career Opportunities
Hospitals/nursing homes, school food services, other health related facilities, college food service, industry, restaurant, public health agencies, nutrition program, WIC programs, Meals on Wheels, health clubs, weight management clinic, community wellness centers, food companies, contract food management companies, food distribution companies

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Online courses
• Hands-on practicum experiences
• Job preparation

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.S. - Nutrition and Foods, Dietetic Technician
CODE #1524

Upon completion of an A.S. degree in this field, the student will be fully eligible to take the National Registration Examination to become a Registered Dietetic Technician.

Enrollment Eligibility:
To be eligible for enrollment in the program, the student must meet the following criteria:
• Have access to the Internet
• Have an e-mail account
• Be familiar with word processing, PowerPoint, retrieving and attaching electronic documents and using the world-wide-web
• Have self-discipline, motivation, and the ability to complete required assignments on schedule.

Enrollment Process:
Eligible students are selected for the program according to the following steps:
• Admission to the college
• Contact CRC Dietetic Technician Program Counselor
• Contact the appropriate NUTRI Professor for the establishment of the Agency Agreement(s)

REQUIRED PROGRAM ............................................................Units
First Year (Fall):
CHEM 305 Introduction to Chemistry (5)................................. 4-5
or CHEM 307 Introduction to Chemistry (4)
NUTRI 300 Nutrition .........................................................3
NUTRI 330 Food Theory and Preparation (4).........................4
or CAM 301 Food Theory and Preparation (4)
BIOL 102 Introduction to Concepts of Human Anatomy and Physiology............... 4
First Year (Spring):
NUTRI 310 Cultural Foods of the World................................3¹
BIOL 310 General Biology..................................................4
Second Year (Fall):
PSYC 300 General Principles ..............................................3
NUTRI 350 Community Nutrition ........................................2
NUTRI 351 Community Nutrition Practicum .......................2
NUTRI 340 Nutrition and Metabolism................................3
NUTRI 322 Nutrition Issues Throughout Life ......................3
Second Year (Spring):
NUTRI 360 Medical Nutrition Therapy ................................2
NUTRI 361 Medical Nutrition Therapy Practicum ................4
NUTRI 370 Food Service Management..............................2²
NUTRI 380 Food Service Practicum....................................4
NUTRI 356 Preparation for a Career in Dietetics...................1
TOTAL UNITS REQUIRED ................................................. 48-49

¹ Online dietetic technician students are required to take NUTRI 310
² Online dietetic technician students are required to take NUTRI 370

G.E. Graduation Requirements for this degree - See pages 20-21.
CERTIFICATE
Nutrition and Foods, Dietetic Technician
CODE #1524

The Nutrition and Foods, Dietetic Technician Certificate Program is designed for students who already have a bachelor’s degree in dietetics and are seeking to meet the supervised practice hours (practicum hours) requirement. Upon completion of certificate requirement, students with a bachelor’s degree in dietetics will also receive a Verification Statement and be eligible to take the National Registration Examination to become a Registered Dietetic technician.

Enrollment Eligibility:
To be eligible for enrollment in the program, the student must meet the following criteria:
• Have access to the Internet
• Have an e-mail account
• Be familiar with word processing, PowerPoint, retrieving and attaching electronic documents and using the world wide web
• Have self-discipline, motivation, and the ability to complete required assignments on schedule.

Enrollment Process:
Eligible students are selected for the program according to the following steps:
• Admission to the college
• Contact CRC Dietetic Technician Program Counselor
• Contact the appropriate NUTRI Professor for the establishment of the Agency Agreement(s)

REQUIRED PROGRAM .......................................................... Units
NUTRI 351 Community Nutrition Practicum ..................... 2
NUTRI 361 Medical Nutrition Therapy Practicum .......... 4
NUTRI 380 Food Service Practicum ........................................ 4
NUTRI 356 Preparation for a Career in Dietetics ............. 1
TOTAL UNITS REQUIRED ...................................................... 11

1 NUTRI 300 is a prerequisite for NUTRI 351
2 NUTRI 360 is a prerequisite for NUTRI 361
3 NUTRI 330 is a prerequisite for NUTRI 380

The program has 11 required units and 6 suggested elective units (total with suggested electives is 17 units). The suggested electives are:
NUTRI 350, Community Nutrition (2)
NUTRI 360, Medical Nutrition Therapy (2)
NUTRI 370, Food Service Management (2)

Although students in the certificate program may have previously taken equivalent courses, it is recommended that they take the elective courses as a review of the material while performing the practicum or supervised practice hours. It is also suggested for individuals who have taken the similar elective courses greater than 5 years ago. The suggested electives may not be necessary for individuals who have worked in the field during that time but have taken similar courses greater than 5 year ago.

CERTIFICATE
Nutrition and Foods, Community Nutrition
CODE # 1553

REQUIRED PROGRAM ......................................................... Units
NUTRI 300 Nutrition .......................................................... 3
NUTRI 330/CAM 301 Food Theory and Preparation ........ 4
NUTRI 310 Cultural Foods of the World (3) or CAM 302 Food and Culture in America (3) .................. 3
NUTRI 350 Community Nutrition ........................................ 2
NUTRI 322 Nutrition Issues Throughout Life .................. 3
OPTION:
PSYC 300 General Principles ............................................. 3
TOTAL UNITS REQUIRED ......................................................... 15 program units (18 with option)

NUTRITION AND FOODS (NUTRI)

NUTRI 300
Nutrition 3 Units
Prerequisite: None.
General Education: AA/AS Area III(b); CSU Area E1
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course includes the basic principles of nutrition, sources and functions of the nutrients in all stages of the life cycle, nutrition as a world problem, and consumer problems related to food. The course will emphasize topics such as weight loss, sports nutrition, food safety, the diet-disease relationship, global nutrition and analysis of special nutritional requirements and needs during the life cycle, among others. An evaluation of personal dietary habits using current dietary guidelines and nutritional assessment methods will also be completed to help students assess their own nutritional health.

NUTRI 310
Cultural Foods of the World 3 Units
Prerequisite: None.
Advisory: LIBR 318
General Education: AA/AS Area VI
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course compares various western and non-western culture food customs and patterns including their social, religious, economic and aesthetic significance. Ethnocentrism, gender-related stereotypes, and racism as they relate to the availability, distribution, and preparation of food throughout the world will also be compared. The nutritional status of various cultures as it relates to geographic agricultural and socioeconomic factors will be studied.
NUTRI 320  
Children’s Health, Safety and Nutrition  3 Units  
Same As: ECE 415  
Prerequisite: None.  
Advisory: NUTRI 300  
General Education: AA/AS Area III(b)  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course examines basic nutrition, health, and safety needs of children from the prenatal period through school age. Students will identify the nutrients in foods as they affect a child’s physical and mental development. The course emphasis is placed on maintaining the optimal health, safety, and nutritional status of children at home and in group care. Projects related to children’s nutrition, health, and safety are required as part of the course. This course is the same as ECE 415, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

NUTRI 322  
Nutrition Issues Throughout Life  3 Units  
Prerequisite: NUTRI 300 with a grade of “C” or better  
Advisory: LIBR 318  
General Education: AA/AS Area III(b)  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course is a study of the nutritive needs of persons at various stages of the lifecycle with emphasis on special periods such as pregnancy, preschool, adolescence and aging. This course is particularly helpful to Physical Education and Early Childhood Education majors as well as those dealing with people in social agencies, such as nursing and gerontology.

NUTRI 330  
Food Theory and Preparation  4 Units  
Prerequisite: None.  
Course Transferable to CSU  
Hours: 36 hours LEC; 108 hours LAB  
This course provides a comprehensive study of food ingredients and the basic principles and techniques involved in food preparation. It will also examine the factors that influence foods and the changes that occur in foods during preparation. The laboratory emphasizes basic cooking skills and theory applications. The emphasis in this course is on the reasons for procedures and phenomena and the prevention and/or correction of cooking failures. This is the foundation course for the beginning student in professional culinary management. Students must have an established Agency Agreement with a sponsoring site prior to the beginning of the first day of class. Contact the Career and Technology Main Office for information about the Agency Agreement. Students who have received credit for CAM 301 should consult with a counselor before enrolling in NUTRI 330.

NUTRI 340  
Nutrition and Metabolism  3 Units  
Prerequisite: NUTRI 300 with a grade of “C” or better  
Advisory: BIOL 102, BIOL 310, CHEM 307, and LIBR 318  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course examines the structure and metabolism of carbohydrate, lipids, and proteins. Time will be spent on the discussion of the biological roles of vitamins and minerals. In addition, this course will help the student integrate the understanding of metabolic knowledge to contemporary and controversial issues in nutrition.

NUTRI 350  
Community Nutrition  2 Units  
Prerequisite: NUTRI 300 with a grade of “C” or better  
Corequisite: NUTRI 351  
Advisory: NUTRI 340  
Course Transferable to CSU  
Hours: 36 hours LEC  
This course studies the theory, concepts, and philosophy affecting nutrition education and services in the community. Students will be introduced to techniques of interviewing and counseling clients and learn ways to use a variety of teaching methods to improve the nutritional status in a community and with various population groups.

NUTRI 351  
Community Nutrition Practicum  2 Units  
Prerequisite: NUTRI 300 with a grade of “C” or better  
Corequisite: NUTRI 351  
Advisory: NUTRI 340  
Course Transferable to CSU  
Hours: 108 hours LAB  
This course should be taken in conjunction with NUTRI 350 Community Nutrition or the equivalent from transferring colleges/universities. NUTRI 351 provides the field study and fieldwork involving practical experiences in community nutrition programs. Students will be exposed to working in the community health field such as WIC, Senior Feeding sites, Head Start, Congregate Feedings sites, among others, and depending on field placement. Students will directly interact with clients and assist in the implementation of health programs. Students must have a TB clearance and any other immunization required by the clinical facility. Students must have an established Agency Agreement with a sponsoring site prior to the beginning of the first day of class. Contact the Career and Technology Main Office for information about the Agency Agreement.

NUTRI 356  
Preparation for a Career in Dietetics  1 Unit  
Prerequisite: NUTRI 351 with a grade of “C” or better  
Course Transferable to CSU  
Hours: 18 hours LEC  
This course is designed to provide the student with increased knowledge and understanding of the field of dietetics. The course will examine the current public policy and legislation related to the profession. An emphasis will be place on ethical and professional behaviors, the completion of a student portfolio, continuing education requirements, development of a professional development portfolio and the process of registration eligibility. This course can be taken two times for credit.

NUTRI 360  
Medical Nutrition Therapy  2 Units  
Prerequisite: NUTRI 340 with a grade of “C” or better  
Corequisite: NUTRI 361  
Advisory: BIOL 102 and 310  
Course Transferable to CSU  
Hours: 36 hours LEC  
This course studies medical nutrition therapies as they are used in health care facilities. The emphasis will be on modification of diets for various dietary needs, nutritional screening, assessment, care plan, education, and medical charting. In addition, students will also examine the role of the Diet Technician and Registered Dietitian in the health care setting.
NUTRI 361
Medical Nutrition Therapy Practicum  4 Units
Prerequisite: NUTRI 340 and 351 with grades of "C" or better
Corequisite: NUTRI 360
Advisory: BIOL 102 and 310
Course Transferable to CSU
Hours: 216 hours LAB

This course should be taken in conjunction with NUTRI 360 Medical Nutrition Therapy or the equivalent from transferring colleges/ universities. This course provides clinical experiences in dietary nutrition departments of participating acute hospitals and/or long-term care facilities. The clinical experience is performed under the provision of a Registered Dietitian or authorized persons. Students must have a TB clearance and any other immunization required by the clinical facility. Students must have an established Agency Agreement with a sponsoring site prior to the beginning of the first day of class. Contact the Career and Technology Main Office for information about the Agency Agreement.

NUTRI 370
Food Service Management  2 Units
(formerly: Culinary Management)
Prerequisite: None.
Corequisite: NUTRI 380
Course Transferable to CSU
Hours: 36 hours LEC

The course will study the organization, planning, and control of production for a quantity culinary operation. This course also examines the process and importance of food service functions such as menu planning and pricing, scheduling of staff and production, portion and temperature control, recipe standardization and scaling, and elements of culinary layout and design.

NUTRI 380
Food Service Practicum  4 Units
(formerly: Clinical Experience in Health Care)
Prerequisite: CAM 301 or NUTRI 330 with a grade of "C" or better
Corequisite: NUTRI 370
Course Transferable to CSU
Hours: 18 hours LEC; 162 hours LAB

This course should be taken in conjunction with NUTRI 370 or the equivalent from transferring colleges/universities. The course is designed to provide students with the field study and fieldwork involving practical experiences in food service facilities. This course includes 162 hours of clinical experience in the dietary departments of participating acute hospitals, long-term care facilities, and/or other large food production sites. The clinical experience is performed under professional supervision. Students are required to have TB clearance and any other immunization required by the clinical facilities. Students must have an established Agency Agreement with a sponsoring site prior to the beginning of the first day of class. Contact the Career and Technology Main Office for information about the Agency Agreement.

NUTRI 495
Independent Studies in Nutrition and Foods  1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

NUTRI 499
Experimental Offering in Nutrition and Foods  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
Program Description
Philosophy is the logical examination of the fundamental issues people have pondered for over 2500 years. What is reality and what is beauty? What is knowledge and truth? What is good and just? Does human existence have meaning and does God exist? Philosophy courses are directed toward understanding these questions in their historical and cultural contexts and applying insights to contemporary life. Rigorous philosophical study will improve one’s critical thinking skills.

Career Opportunities
- Education
- Management
- Government
- Religious Service
- Social Work
- All Human Service Careers

Some Career Opportunities may require more than two years of college study.

Highlights
- Dedicated and enthusiastic instructional staff with expertise in critical thinking and ethics
- Excellent transfer preparation by emphasizing critical writing and reading
- Examination of traditional philosophical issues

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

 PHILOSOPHY (PHIL)

PHIL 300
Introduction to Philosophy  3 Units
Prerequisite: None.
General Education: AA/AS Area II(b); CSU Area A3; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will focus on critical thinking techniques and apply them to the following philosophical areas: metaphilosophy, theory of knowledge, metaphysics, ethics, political philosophy, and philosophy of religion. In applying critical thinking techniques to philosophical problems, students are encouraged to develop their own philosophical perspective and world view. The quality and quantity of the course’s required writing will reflect the standards of a second semester composition course.

PHIL 304
Introduction to Eastern Philosophy  3 Units
Prerequisite: None.
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides an introduction to the philosophical traditions of Hinduism, Buddhism, Taoism and Confucianism focusing on metaphysics, epistemology, and ethics.

PHIL 310
Introduction to Ethics  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
The application of theories developed by traditional and contemporary moral philosophy to the ethical problems, dilemmas, and issues of today.

PHIL 320
Logic and Critical Reasoning  3 Units
Prerequisite: None.
General Education: AA/AS Area II(b); CSU Area A3
Course Transferable to UC/CSU
Hours: 54 hours LEC
An introduction to basic principles and frameworks of logic and critical thinking appropriately used in argument analysis: deduction, induction, fallacy recognition. Emphasis on developing analytical skills and applying principles of good reasoning to the arguments encountered in life. Argument topics from academic fields and textbooks, the electronic and print media, advertisements, politics and ethics may be considered. The quality and quantity of the course’s required writing will reflect the standards of a second semester composition course.
PHIL 325
Symbolic Logic  3 Units
Prerequisite: None.
General Education: AA/AS Area II(b); CSU Area A3
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course introduces sentential and predicate logic by introducing logical symbolism, truth tables, methods of formal analysis and methods of formal proof including natural deduction. It is recommended for students in the sciences, computer programming, mathematics, linguistics, law, and philosophy.

PHIL 328
Critical Reasoning and Composition  3 Units
Prerequisite: ENGWIR 300 with a grade of "C" or better
General Education: AA/AS Area II(b); CSU Area A3; IGETC Area 1B
Course Transferable to UC/CSU
Hours: 54 hours LEC
Instruction in critical thinking, including traditional logic, and in advanced composition. A series of writing assignments will focus on increasing the sophistication of argumentative essay skills. Essays shall be evaluated for their quality in both critical thinking and composition. Theoretical models of critical thinking and composition shall be applied to academic fields and textbooks, electronic and print media, advertisements, ethics, politics, and multi-cultural issues.

PHIL 330
History of Classical Philosophy  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a survey of the origin and development of Western Philosophy from the period of the ancient Greeks and Romans, and continuing through the Middle Ages. This course is especially recommended for all philosophy, history and humanities majors.

PHIL 331
History of Modern Philosophy  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a survey of the development of Western Philosophy from the period of the Renaissance through the period of modern Europe and America. This course is especially recommended for all Philosophy History and Humanities majors.

PHIL 338
Contemporary Philosophy  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
A comprehensive study of the basic ideas of pragmatists, twentieth century metaphysicians, philosophers of language, and existentialists. Special attention will be given to relevance of their ideas to modern life.

PHIL 350
Philosophy of Religion  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
A historical and topical survey of the questions, problems, and theories philosophers have developed in attempts to understand religion as a fundamental impulse within human experience and as a major cultural force. Rather than survey the different religions, this course considers the basic philosophical beliefs and concepts that seem auxiliary to religion. Topics explored include: the possibility of religious knowledge, faith versus reason, theistic arguments, conceptions of God, religious language, atheism, agnosticism, mysticism, the problem of evil, immortality, the challenge of science, and religion’s influence on ethics and politics.

PHIL 352
Introduction to World Religions  3 Units
Prerequisite: None.
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will introduce students to the major world religious traditions, including indigenous sacred ways, Hinduism, Buddhism, Taoism and Confucianism, Judaism, Christianity and Islam. Students will study the practices and beliefs of each tradition, and will read selected material from the sacred writings of each tradition. Also considered is the influence of world religions in contemporary United States society, focusing on ethnicity, ethnocentrism, racism, ageism, class differences, and gender issues.

PHIL 356
Introduction to the Bible  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course surveys the literary, historical, ethical, theological and philosophical themes of the Bible. Students will read extensive passages from the Hebrew and Christian Scriptures with special focus on text criticism, the development of Monotheism, the social justice tradition of the Prophets, the Gospels and the "Jesus Problem," and the early development of the Christian Church.

PHIL 360
Philosophy of Social Sciences  3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); CSU Area D7; IGETC Area 3B
Course Transferable to UC/CSU
Hours: 54 hours LEC
A historical, methodological, and topical survey of significant themes of social and political philosophy from Plato to our present times: authority, freedom, government, justice, law, rights, society and the state.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisite</th>
<th>Course Transferable to CSU</th>
<th>See UC Limitations &amp; Counselor</th>
<th>Hours:</th>
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<tr>
<td>PHIL 495</td>
<td>Independent Studies in Philosophy</td>
<td>1-3 Units</td>
<td>None</td>
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<td>See UC Limitations &amp; Counselor</td>
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<td>PHIL 499</td>
<td>Experimental Offering in Philosophy</td>
<td>.5-4 Units</td>
<td>None</td>
<td>Course Transferable to CSU</td>
<td>See UC Limitations &amp; Counselor</td>
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</tbody>
</table>
Photography
Communication, Visual & Performing Arts

DEGREE
A.A.—Photography

CERTIFICATES
Photography
Portraiture and Wedding Photography
Commercial & Studio Photography
Fine Art Photography
Desktop Publishing (see page 115)

Program Description
The photography program is designed to teach entry-level skills for careers in the photographic industry. Students interested in photography as visual expression or an adjunct to a vocation will also benefit.

Flexibility of the advanced program allows a student to concentrate upon a specific photographic career area.

Students planning to prepare for a four-year degree in Photography should consult the lower division requirements of the university to which they plan to transfer.

Career Opportunities
Studio Photography
Portrait & Wedding Photography
Photographic Lab Technician
Photojournalism
Industrial and Architectural Photography

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Modern Lab and Studio Facilities
• Sixteen Color Enlargers
• Sixteen Black & White Enlargers
• Digital Media Lab
• Digital Scanners and Printers
• 20" Rapid Access Processor
• Color Film Processor
• Field Trips to a variety of photographic businesses in Sacramento and the Bay Area.
• Field study courses in Yosemite, the Eastern Sierras, and Monterey.
• Special Seminars.

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

Field Study Classes
at Cosumnes River College

Nature is often the best classroom!
Come learn outside in Cosumnes River College’s field study courses. These classes consist of short classroom sessions followed by extended trips to some of the most unique and beautiful environments in California, including Big Sur, Monterey Bay, Mt. Lassen, Point Reyes, Yosemite and more! These short-term classes are offered by several departments, including Biology, Geography, Geology, Photography, and Physical Education. For more information about specific classes, consult the class schedule or contact each department.

DEGREE
A.A.—Photography
CODE #1059

REQUIRED PROGRAM..............................................Units
PHOTO 300 Photography - Its Influence in Contemporary Society.....................................................1
PHOTO 301 Beginning Photography or
PHOTO 302 Beginning Digital Photography .................................3
JOUR 310 Mass Media and Society........................................3
PHOTO 310 Intermediate Photography ........................................3
PHOTO 320 Color Photography ..................................................3
PHOTO 340 Careers in Photography ........................................3
PHOTO 400 Digital Imaging ........................................................3
MGMT 362 Techniques of Management ........................................3
COMM 301 Introduction to Public Speaking (3) or
COMM 361 The Communication Experience (3)..............................3
TOTAL UNITS REQUIRED ..................................................25

Suggested Electives:
ACCT 101, 301; ART 300, 302; ARTH 300; CHEM 305/307;
MKT 310; PHOTO 260, 330, 350, 360, 364, 370, 372, 390, 392, 410

G.E. Graduation Requirements for this degree - See pages 20-21.
CERTIFICATE
Photography
CODE #1059

The photography certificate program is designed for students who want to enter a career path in photography or transfer to a four-year photography program. Students will use a variety of formats in producing images in black and white and color.

REQUIRED PROGRAM .......................................................... Units
PHOTO 300 Photography Its Influence in Contemp. Society........1
PHOTO 301 Beginning Photography or
   PHOTO 302 Beginning Digital Photography..........................3
PHOTO 310 Intermediate Photography.....................................3
PHOTO 320 Color Photography................................................3
PHOTO 340 Careers in Photography or
   PHOTO 400 Digital Imaging................................................3
TOTAL UNITS REQUIRED .................................................... 13

CERTIFICATE
Portraiture and Wedding Photography
CODE #1214

The portraiture and wedding program is designed for students who want to enter a career path in wedding photography. Students will learn techniques to pose and work with models and clients, use strobe equipment and available lighting techniques, work with professionals in the field and design their own portfolio. Business strategies, self-promotion, and workflow methods will also be covered.

REQUIRED PROGRAM .......................................................... Units
PHOTO 300 Photography Its Influence in Contemp. Society........1
PHOTO 301 Beginning Photography or
   PHOTO 302 Beginning Digital Photography..........................3
PHOTO 310 Intermediate Photography.....................................3
PHOTO 320 Color Photography................................................3
PHOTO 340 Careers in Photography or
   PHOTO 400 Digital Imaging................................................3
PHOTO 350 Photojournalism or
   PHOTO 410 Advanced Digital Imaging..................................3
PHOTO 370 Portraiture and Wedding Photography.....................3
PHOTO 372 Advanced Portrait Photography...............................3
TOTAL UNITS REQUIRED .................................................... 22

CERTIFICATE
Commercial and Studio Photography
CODE #1060

The commercial and studio program is designed for students who want to enter a career path in studio photography. Students will use strobe equipment to learn lighting techniques, work with professionals in the field and design their own portfolio. Business strategies, self-promotion, and workflow methods will also be covered.

REQUIRED PROGRAM .......................................................... Units
PHOTO 300 Photography Its Influence in Contemp. Society........1
PHOTO 301 Beginning Photography or
   PHOTO 302 Beginning Digital Photography..........................3
PHOTO 310 Intermediate Photography.....................................3
PHOTO 320 Color Photography................................................3
PHOTO 340 Careers in Photography or
   PHOTO 400 Digital Imaging................................................3
PHOTO 330 Advanced Color Photography or
   PHOTO 410 Advanced Digital Imaging..................................3
PHOTO 360 Large Format Photography....................................3
PHOTO 390 Studio Lighting Techniques....................................3
PHOTO 392 Commercial & Advertising Photography..................3
TOTAL UNITS REQUIRED .................................................... 25

CERTIFICATE
Fine Art Photography
CODE #1608

The fine art photography program is designed for students who want to enter a career path in fine art photography. Students will use a variety of cameras and formats to produce images in both color and black and white. Personal expression and creativity, history and contemporary issues in photography and visual communication will also be emphasized.

REQUIRED PROGRAM .......................................................... Units
PHOTO 260 The Eastern Sierra Landscape, Yosemite Valley........2
PHOTO 300 Photography Its Influence in Contemp. Society........1
PHOTO 301 Beginning Photography or
   PHOTO 302 Beginning Digital Photography..........................3
PHOTO 310 Intermediate Photography.....................................3
PHOTO 320 Color Photography or
   PHOTO 400 Digital Imaging................................................3
PHOTO 350 Photojournalism or
   PHOTO 360 Large Format Photography or
   PHOTO 364 Advanced Black and White Photography..............3
TOTAL UNITS REQUIRED .................................................... 15

PHOTOGRAPHY (PHOTO)

PHOTO 260
The Eastern Sierra Landscape,
Yosemite Valley 2 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

This course is designed to give students an opportunity to study topics not included in current course offerings. Students will participate in a landscape photography workshop in the Eastern Sierra emphasizing the Yosemite Valley. The course will include a variety of topics including black and white, infrared, color slide and negative, large format and low light photography. Students will be responsible for their own food, accommodations and photographic materials. Field trip fees may be applied to offset travel and accommodations. This course may be taken two times for credit.

PHOTO 262
The Eastern Sierra Landscape,
Mono Lake Basin 2 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

This course is designed to give students an opportunity to study topics not included in current course offerings. Students will participate in a landscape photography workshop in the Eastern Sierra emphasizing the Mono Lake Basin. The course will include a variety of topics including black and white, infrared, color slide and negative, large format and low light photography. Students will be responsible for their own food, accommodations and photographic materials. Field trip fees may be applied to offset travel and accommodations. This course may be taken two times for credit.
PHOTO 264
The Pacific Coast Landscape  2 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
This course is designed to give students an opportunity to study topics not included in current course offerings. Students will participate in a landscape photography workshop emphasizing the Pacific Coast. The course will include a variety of topics including black and white, infrared, color slide and negative, large format and low light photography. Students will be responsible for their own food, accommodations and photographic materials. Field trip fees may be applied to offset travel and accommodations. This course may be taken two times for credit.

PHOTO 280
Portfolio Development  .5-3 Units
Prerequisite: PHOTO 301. Grade of "C" or better required to meet prerequisite.
Hours: 18 hours LEC; 54 hours LAB
This course is designed for advanced students to develop their portfolios both for creative and professional purposes. Individual style, presentation methods, and forums for distribution and exhibition will be stressed. Topics of discussion will include: developing a personal visual style, self publishing, on-line promotion, and conferences and workshops. The format of the class includes lectures, lab time, fieldtrips, and critique sessions. This course may be taken two times for credit. A lab fee is charged for all studio classes.

PHOTO 294
Topics in Photography .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

PHOTO 295
Independent Studies in Photography  1-3 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

PHOTO 299
Experimental Offering in Photography  .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

PHOTO 300
Photography - Its Influence in Contemporary Society  1 Unit
Prerequisite: None.
General Education: CSU Area C1
Course Transferable to UC/CSU
Hours: 18 hours LEC
This course is a survey course of important historical and contemporary photographers, designed to expose the student to various fields of photography. In our society, we are overwhelmed by visual information of all kinds. This course intends to increase visual literacy. The format of the class includes: slide presentations, discussions, written tests and a journal.

PHOTO 301
Beginning Photography  3 Units
Same As: ART 410
Prerequisite: None.
Corequisite: PHOTO 300
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course combines lectures with hands-on experience in traditional black and white photography. Instruction includes camera function, exposure control, film processing, enlarging prints, low light photography, and print finishing. Creative control and elements of composition will also be covered. The format of the class includes lectures, visual presentations, lab time, exams and a portfolio. Students may wish to challenge the prerequisite on the basis of equivalent experience. This course is the same as ART 410. This course, under either name, may be taken only one time for credit. See "Cross-Listed Courses" in the catalog.

PHOTO 302
Beginning Digital Photography  3 Units
Prerequisite: None.
Corequisite: PHOTO 300
General Education: AA/AS Area I
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course combines lectures with hands-on experience in digital photography. Instruction includes digital camera function, exposure control, technical and creative control, computer manipulation of images and digital output options. The format of the class includes lectures, visual presentations, lab time, exams and a portfolio. A fee is charged for all studio classes.

PHOTO 310
Intermediate Photography  3 Units
Prerequisite: PHOTO 301 or 302 with a grade of "C" or better
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course is designed to expand on the technical and creative concepts acquired in beginning photography. Topics of instruction include: exposure and development control, archival printing, introduction to medium and large format photography, studio lighting techniques, and alternative processes. Students may work with digital or traditional cameras. The class includes lectures, visual presentations, lab time, written tests, and a portfolio. May be taken two times for credit. A lab fee is charged for all studio classes.

PHOTO 320
Color Photography  3 Units
Prerequisite: PHOTO 310 with a grade of "C" or better
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course covers the fundamental principles of color photography. Topics of instruction include: correct exposure for color negative images, printing color negatives, printing digital files, techniques to determine correct color balance, and retouching color prints. Students may work with digital or traditional cameras. The class includes: lectures, visual presentations, lab time, written tests, and a portfolio. A lab fee is charged for all studio classes.
PHOTO 330
Advanced Color Photography  3 Units
Prerequisite: PHOTO 320 with a grade of "C" or better.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course covers color slide processes and advanced color processes. Topics of instruction include: correct exposure for color slide film, scanning color slides, printing color slides, color management, and advanced color negative processes. Students will work with digital and traditional cameras. The class includes: lectures, visual presentations, lab time, written tests and a portfolio. A lab fee is charged for all studio classes.

PHOTO 340
Careers in Photography  3 Units
Prerequisite: PHOTO 320 with a grade of "C" or better.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course is an overview of different careers available in the photographic industry. Fields of study include: portraiture, wedding photography, fashion, commercial and tabletop, photojournalism, and fine art photography. Students are encouraged to pursue their own area of interest by working with professionals in the field. Students may work with digital or traditional cameras. The class includes: lectures, studio visits, lab time, written tests, and completion of a resume, price list, and portfolio. A lab fee is charged for all studio classes.

PHOTO 350
Photojournalism  3 Units
Prerequisite: PHOTO 310 with a grade of "C" or better.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course covers documentary photography and a career in photojournalism. Students explore editorial and sports photography, spot news, the photo essay. Students may work with digital or traditional cameras. The class includes: lectures, visual presentations, lab time, written tests, and a portfolio. A lab fee is charged for all studio classes.

PHOTO 360
Large Format Photography  3 Units
Prerequisite: PHOTO 310 with a grade of "C" or better.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course is designed to give students a thorough knowledge of view camera operation in the studio and in the field. Topics of instruction include: view camera movements, exposure techniques, processing sheet film, adjustments necessary to print large format negatives, and presentation of the large format image. Students may work in black and white, color, or both. The class includes: lectures, visual presentations, lab time, studio time, and a portfolio. Students are urged to provide their own large format camera. A lab fee is charged for all studio classes.

PHOTO 364
Advanced Black and White Photography  3 Units
Prerequisite: PHOTO 310 with a grade of "C" or better.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course is designed to expand on the technical and creative concepts acquired in intermediate photography. Topics of instruction include: zone system, archival printing techniques, advanced methods of image manipulation, and digital fine art printing. Students will work with digital and traditional cameras. The class includes lectures, visual presentations, lab time, exams, and a portfolio. A lab fee is charged for all studio classes.

PHOTO 370
Portraiture and Wedding Photography  3 Units
Prerequisite: PHOTO 320 with a grade of "C" or better.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course is designed to provide students with an overview of the portraiture and wedding photography business. Topics include: techniques of lighting, use of appropriate cameras and films, professional practices and strategies for beginning business. Students may work with digital or traditional cameras. The class includes: lectures, lab time, on-location field trips, exams, a journal, and a portfolio geared toward a professional presentation. A lab fee is charged for all studio classes.

PHOTO 372
Advanced Portrait Photography  3 Units
Prerequisite: PHOTO 320 with a grade of "C" or better.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course is designed to give students an in depth understanding of portraiture. Topics include: techniques of lighting and posing, working with groups and individuals, use of appropriate cameras and films, professional ethics and business strategies. Students may work with digital or traditional cameras. The class includes: lectures, lab time, on-location field trips, exams, a journal, and a portfolio geared toward a professional presentation. A lab fee is charged for all studio classes.

PHOTO 390
Studio Lighting Techniques  3 Units
Prerequisite: PHOTO 320 with a grade of "C" or better.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course is a study in studio lighting techniques used in commercial photography. Topics of instruction include: correct exposure using strobe, lighting ratios, basic portraiture and advertising, appropriate choice of camera formats and films, and studies in composition of commercial photographs. Students are encouraged to work in a variety of formats, using black and white and color. Students may complete the course with film or digital cameras. The class includes: lectures, visual presentations and discussions, on-location field trips, lab time, exams, and a portfolio. A lab fee is charged for all studio classes.
PHOTO 392
Commercial and Advertising Photography  3 Units
Prerequisite: PHOTO 320 with a grade of "C" or better.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course covers studio lighting techniques used in the production of advertising photographs. Topics of instruction include: advanced studio lighting techniques, correct exposure using strobe, appropriate choice of camera format and films, studies in composition and meaning of advertising photographs, and market research. Students are encouraged to work in a variety of formats, using both film and digital cameras. The class includes: lectures, visual presentations and discussions, on-location field trips, lab time, written tests, a journal, and a portfolio geared toward a professional presentation. A lab fee is charged for all studio classes.

PHOTO 400
Digital Imaging  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This is an introductory course in digital imaging and electronic desktop photography. Methods currently used in publishing will be emphasized. The course includes lectures, use of computers and scanners, slide presentations, occasional off-campus class meetings, and preparation of a notebook and a digital portfolio. A fee is charged for digital printing.

PHOTO 410
Advanced Digital Imaging  3 Units
Prerequisite: PHOTO 400. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course is an advanced study of digital imaging and related software programs. Methods currently used in publishing will be emphasized. The course includes lectures, use of computers, scanners, and a variety of output devices, and preparation of a digital portfolio. This course will introduce the student to the emerging field of multi-media and visit various local businesses. A fee is charged for digital printing.

PHOTO 495
Independent Studies in Photography  1-3 Units
Prerequisite: PHOTO 310. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This course is designed to allow advanced students to pursue and research their photographic interests and receive credit. Students must provide a proposal outlining their area of interest and arrange meetings with an instructor. Students may wish to challenge the prerequisite on the basis of equivalent experience.

PHOTO 498
Work Experience in Photography  1-4 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

PHOTO 499
Experimental Offering in Photography  .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A.—Physical Education

CERTIFICATE
Coaching
Red Cross Lifesaving Certification (see Health Education)

Program Description
The Cosumnes River College Physical Education program offers a wide variety of Physical Education classes, including Fitness, Dance, Aquatics, Personal Safety, Individual Sports, Team Sports, Intercollegiate Athletics, and Physical Education Theory classes. The program in Physical Education outlined below is typical of lower-division requirements for four-year colleges and universities (though some requirements tend to vary from college to college). For specific requirements, students should refer to a catalog of the college of their choice. Students are also advised to see a counselor before selecting the courses best aligned with their transfer institution.

Career Opportunities
Physical Education Instructor/Assistant Coach
Athletic Trainer
Recreational Supervisor

Most Career Opportunities require a Bachelor's degree. Classes beyond the Associate Degree may be required for preparation for transfer to a University program.

Highlights
- A wide variety of physical education options
- Outstanding facilities that include a state of the art fitness center, competitive aquatic facilities, baseball and softball stadium, state of the art community and athletic center, second gymnasium, soccer/football stadium, 2 FIFA sized soccer fields with scoreboards, 8 championship tennis courts and numerous physical education fields.

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

Field Study Classes at Cosumnes River College
Nature is often the best classroom!
Come learn outside in Cosumnes River College’s field study courses. These classes consist of short classroom sessions followed by extended trips to some of the most unique and beautiful environments in California, including Big Sur, Monterey Bay, Mt. Lassen, Point Reyes, Yosemite and more! These short-term classes are offered by several departments, including Biology, Geography, Geology, Photography, and Physical Education. For more information about specific classes, consult the class schedule or contact each department.
DEGREE
A.A.—Physical Education
CODE #1499

REQUIRED PROGRAM ............................................................. Units
PET 302 Introduction to Physical Education ......................... 2
BIOL 430 Anatomy and Physiology ..................................... 5
BIOL 431 Anatomy and Physiology ..................................... 5
CHEM 305/307 Introduction to Chemistry ......................... 4-5
Eiective:
Select a minimum of six (6) units from the following: ............. 6
BIOL 310 General Biology (4)
STAT 300 Introduction to Probabilities and Statistics (4)
HEED 300 Health Science (3)
PET 301/HEED 350 Personal Wellness (3) or
PET 380/HEED 360 Weight Management (3)
HEED 342 Contemporary Problems of Student-Athletes (1)
NUTR 300 Nutrition (3)
PHYS 350 General Physics (4)

Plus two to three (2-3) units selected from the following: ...... 2-3
PET 342 Theory of Baseball (2)
PET 348 Theory of Basketball (2)
PET 354 Theory of Soccer (2)
PET 358 Theory of Softball (2)
PET 366 Theory of Tennis (2)
PET 374 Theory of Volleyball (2)

Plus one to two (1-2) units selected from the following: ........ 1-2
PET 370 Theory of Basketball 12
PET 375 Theory of Wrestling 12
PET 376 Theory of Track and Field 12

PET 498 Work Experience in Physical Education ................. 1-4

TOTAL UNITS REQUIRED .................................................. 25-28

Transfer Readiness: Students are advised to see a counselor before selecting the option best aligned with the transfer institution.

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Coaching
CODE #1538

The Coaching Certificate program will help coaches at all skill levels improve their knowledge and enhance their ability to be effective in coaching principles, theory of their particular sport, First Aid and CPR, and hands on experience coaching. Included within the completed course work is eligibility for certificates from the National Federation of State High School Association and the American Sport Education Program.

REQUIRED PROGRAM ............................................................. Units
PET 303 Principles of Athletic Coaching ......................... 1
HEED 314 Community First Aid and Safety ................... 2
PET 498 Work Experience in Physical Education ................. 1-4

Plus two (2) units from the following: ................................. 2
PET 342 Theory of Baseball (2)
PET 346 Theory of Basketball (2)
PET 354 Theory of Soccer (2)
PET 358 Theory of Softball (2)
PET 366 Theory of Tennis (2)
PET 374 Theory of Volleyball (2)

TOTAL UNITS REQUIRED .................................................. 6-9

PHYSICAL EDUCATION

All activity classes are open to both men and women unless noted within the course title. Students may be concurrently enrolled in more than one physical education activity class; however, no more than two of the same physical education activity classes may be taken by a student in the same semester.

The prefixes ADAPT, DANCE, FITNESS, PACT, TMACT, and SPORT refer to courses which may be used to satisfy the physical education graduation requirement. Beginning classes concentrate on fundamental skills, rules, scoring, equipment, dress, etiquette and basic strategy. Intermediate classes continue efforts on skill development while concentrating on strategy and competitive play.

Activity courses may be taken up to four times in each activity area, unless otherwise identified (e.g. four Tennis, four Aerobics, four Weight Training, etc.).

Courses with the "PET" prefix are open to students interested in the physical education major and in the theoretical aspects of sports activity. PET courses do not meet the physical education graduation requirement; however, they are all transferable. Some "PET" courses have a unit limitation to the UC system. See a counselor for specific course limitations.

ATHLETICS

Academic Advising for Athletes

10 intercollegiate athletic opportunities for student participation:

<table>
<thead>
<tr>
<th>For Men</th>
<th>For Women</th>
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<tbody>
<tr>
<td>Baseball</td>
<td>Basketball</td>
</tr>
<tr>
<td>Basketball</td>
<td>Soccer</td>
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<td>Soccer</td>
<td>Softball</td>
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<tr>
<td>Tennis</td>
<td>Tennis</td>
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<tr>
<td>Volleyball</td>
<td>Volleyball</td>
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Cosumnes River College is a member of the Big 8 Conference which includes community colleges located in the San Francisco Bay Area and the interior valleys of Northern California. The Big 8 Conference is a member of the California Community College Athletic Association - Commission on Athletics (COA) and adheres to all rules and regulations governing community college athletics within the State of California.

In order to participate in intercollegiate athletics, both men and women must fulfill the requirements of the Los Rios Community College District and the Athletic Constitution of the Commission on Athletics. These requirements are very exacting and the athletes are advised to become thoroughly familiar with them in order to avoid eligibility problems. The athletic director is familiar with the eligibility requirements and would be available to answer specific questions.

Students who have not competed in intercollegiate athletics are deemed scholastically eligible for their first season of competition. In order to maintain eligibility, an athlete must participate in Cosumnes River College’s Athletic Academic Advising. This Academic Advising Program requires athletes to:

- Meet with an athletic academic counselor annually and complete a Student Educational Plan (SEP).
- Maintain at least a 2.0 cumulative Grade Point Average (GPA), attend classes regularly and complete all assigned course work.
- Successfully complete 24 units between the first and second season of participation in a specific sport, of which 18 units must be in General Education or degree specific classes.
- Maintain active enrollment in a minimum of 12 units during the semester of competition. Nine of these 12 units must be General Education or degree specific.
ADAPTED PHYSICAL EDUCATION (ADAPT)

ADAPT 300
Adapted Physical Education 1-2 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

In adapted physical education, the instructor works under the recommendation/direction of the student’s physician. Class activities are adapted or modified to meet individual needs. Each student performs at an individual level of ability without pressure or competition. Students with both temporary and permanent disabilities are served as well as students with major health problems. Students must have a physician’s statement indicating (a) the disability, (b) specific restrictions, and (c) recommended activities. This course may be taken four times for credit.

ADAPT 332
Adapted Aquatics 1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 9 hours LEC; 27 hours LAB

This physical education class is a personal water safety and fitness class adapted for individuals who are physically challenged. The class will be tailored for the individual’s abilities and needs. Topics covered will include stroke mechanics, water safety, movement through water, and the use of water for resistive exercises. This course may be taken four times.

ADAPT 336
Motor Development for the Physically Challenged 1-2 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

This course gives the student individual instruction which promotes and develops overall physical fitness and psychomotor skills. This activity class for the physically challenged includes exercises in flexibility, strength development, aerobic activity and relaxation training. Students must have a doctor’s recommendation on file. This course may be taken four times for credit.

ADAPT 495
Independent Studies in Adapted Physical Education 1-3 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

ADAPT 499
Experimental Offering in Adapted Physical Education .5-4 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

DANCE (DANCE)

DANCE 310
Jazz Dance 1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
Hours: 54 hours LAB

This physical education course covers barre and center floor warm-ups, exercises, jazz techniques, isolations, walks and turns. This course explores variation of styles in ethnic, lyrical and modern given in combinations and offers students the opportunity for exploration and improvisation using jazz steps learned in class. This course may be taken four times for credit.

DANCE 311
Urban Hip Hop 1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
Hours: 54 hours LAB

This course will introduce students to the elements of urban Hip Hop dance style and culture. Physical conditioning, instructor choreographed movements and student choreography will be included in the course. The history and evolution of hip hop dance will also be examined with emphasis placed on the positive message that Hip Hop brings to today’s society. No previous dance experience is necessary. This course may be taken four times for credit.

DANCE 330
Modern Dance 1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
Hours: 54 hours LAB

This class offers an introduction to basic dance movement and the basic elements of music and rhythm. Creative assignments will be given in improvisation and movement communication and expression utilizing problem-solving techniques. This course may be taken four times for credit.

DANCE 340
Ballroom Dance (formerly: Social Dance) 1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
Hours: 54 hours LAB

This class is designed to provide students the opportunity to develop physical, mental and social skills through social dance. Dances presented will include Swing, Foxtrot, Waltz, Cha Cha, Rumba, Tango, and Country Swing. This class may be taken four times for credit.
DANCE 372
Dance Composition and Production  2 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
Hours: 18 hours LEC; 54 hours LAB
This physical education course is the study and performance of
dance composition including technique, choreography and direction.
The creative quality of this course allows for a new experience every
session, consequently, this course may be taken four times for credit.

DANCE 495
Independent Studies in Dance  1-3 Units
Prerequisite: None
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

DANCE 499
Experimental Offering in Dance  .5-4 Units
Prerequisite: None
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

FITNESS (FITNS)

FITNS 301
Aerobics  1.5 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 36 hours LAB
This physical education course is an activity class designed to help
students gain an understanding of how to develop overall physical
fitness including cardiovascular fitness, muscular strength and
endurance, and coordination. This course is also designed to help
students develop a positive attitude toward activity, exercise and
healthful living through participation in aerobic exercise, class lectures,
and class discussion. This course involves the use of an exercise step
and includes calisthenics, floor exercises, aerobic activity, exercise and
strength development. This course may be taken four times.

FITNS 306
Aerobics: Cardio-Kickboxing  1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a)
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LAB
This course emphasizes proper alignment, execution, and timing of
faster paced movements from kickboxing, boxing, and aerobic dance
to improve cardiovascular fitness. Various training methods will also be
used to improve individual strength and flexibility. This course may be
taken four times for credit.
FITNS 320
Body Fitness  2 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
This course is designed to assess and improve physical fitness levels, enhance weight control, and encourage a healthy attitude toward lifelong fitness. Students receive theories and practical activities involved in obtaining and maintaining a healthy weight and appropriate level of fitness.

FITNS 323
Fitness Ball  1.5 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 27 hours LAB
The fitness ball is a valuable tool for developing core strength (middle of your body), flexibility and balance. Because of the fitness ball's inherent instability, the effect of traditional strength training exercises is intensified when performed in conjunction with the fitness ball. Students will learn to safely and effectively execute strengthening exercises for all the major muscle groups with and without hand weights, flexibility exercises, and balancing exercises. Individualized study is a central part of both the lecture and lab portions of this course. Specific topics and exercises will vary each semester depending on the needs of the students. This course may be taken four times for credit.

FITNS 331
Boot Camp Fitness  1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LAB
This course is designed to be a physically intense and challenging fitness class. Training exercises used during this class will include jogging, interval training, hill running training, obstacle courses, and performing a variety of calisthenics designed to enhance muscular strength and endurance. In addition, students will be challenged to understand and apply fitness training principles. The students will train individually, with a partner or in a team setting. This course may be taken four times.

FITNS 333
Off-Season Conditioning for Basketball  1.5 Units
Prerequisite: None.
General Education: AA/AS Area III(a)
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 36 hours LAB
This course is designed to maintain and improve fitness and skill levels of the collegiate basketball player during the off-season. Emphasis will be on improving and enhancing skill level. This course may be taken four times for credit.

FITNS 334
Off-Season Conditioning  1.5 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 36 hours LAB
This course is designed to prepare athletes for the competitive season. It presents a solid aerobic conditioning and weight training combination of activities to prepare the athlete both mentally and physically. This class may be taken four times.

FITNS 335
Pre-Season Conditioning for Basketball  1.5 Units
Prerequisite: None.
General Education: AA/AS Area III(a)
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 36 hours LAB
This course is designed to prepare the collegiate basketball player for the competitive season. It presents a solid aerobic conditioning, weight-training, skill development, and team play combination of activities designed to prepare the athlete both physically and mentally. This course may be taken four times for credit.

FITNS 334
Individualized Physical Fitness  1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LAB
This course is physical education class that emphasizes personalized health-related physical fitness and recreational activities. This course deals primarily with physical activity, exercise, health physical fitness, skill learning and body mechanics. This course may be taken four times.

FITNS 335
Workforce Fitness  1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 9 hours LEC; 27 hours LAB
This physical education course emphasizes concepts related to health, physical fitness and recreation as they relate to the industrial worker. Exercise programs will be designed to improve specific muscle groups impacted in the occupational setting. This course may be taken four times.
FITNS 361
Backpacking 1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LAB
This backpacking course is designed for the first time or novice backpacker. During this course, the student will learn all aspects of outdoor backpacking, including equipment needed, safety procedures, survival skills, conservation behaviors and basic first aid. The course will be conducted in the classroom in an initial orientation, and then on an actual overnight trip. The student will be responsible for equipment needed. This course may be taken four times for credit. A fee will be required to cover transportation and park fees.

FITNS 364
Snowboarding 1.5 Units
Prerequisite: None.
General Education: AA/AS Area III(a)
Course Transferable to CSU
Hours: 18 hours LEC; 27 hours LAB
This class is for the beginning or intermediate snowboarder. The students will learn basic skills and technique, terminology, use of equipment, safety and snowboarding etiquette. The student will also develop a fitness level conducive to the activity. This class requires the student to travel and a lab fee will be required to participate. This course may be taken four times for credit.

FITNS 365
Mountaineering 2 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
This course is designed to provide students with the opportunity to gain the knowledge and skills of mountaineering in a safe, enjoyable manner. Topics covered will be: outdoor fundamentals; rock, snow, ice and alpine climbing; emergency prevention and response; the mountain environment. Two field trips to area crags and visits to local rock gyms will comprise the laboratory portion of the course. This course may be taken four times.

FITNS 366
Mini Fitness Topics .5 Units
Prerequisite: None.
General Education: AA/AS Area III(a)
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 27 hours LAB
This course is for students who would like fitness course offerings that are brief and will fit in a shortened schedule. Topics offered will vary between several activities that include: Aerobics, Lap Swimming, Weight Training, Basketball, Volleyball, Baseball, Softball, Soccer Flag Football, Tennis, Circuit-Training and Cardio-Kickboxing. Students may take this course four times for credit. Consult course schedule for specific topic offered each semester.

FITNS 368
Weight Training 1.5 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 36 hours LAB
This physical education course is designed to develop fitness through weight training. BEGINNING students will explore basic weight training techniques using the weight circuit and basic free lifts. INTERMEDIATE students will enhance their knowledge of weight training theories and terminology and will learn an intermediate weight training routine. ADVANCED students will explore the complexities of different training styles and will learn the physiological aspects of weight lifting. Each student will progress toward becoming stronger and more adept at training. This course may be taken three times.

FITNS 385
Weight Training for Competition 1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a)
Course Transferable to CSU
Hours: 54 hours LAB
This Physical Education course is to prepare athletes for competition. The focus will be on muscular fitness and will include both muscular fitness and muscular endurance. An emphasis will be placed on specific exercises helpful in developing muscular fitness in the student’s specific sport. This course may be taken four times for credit.

FITNS 389
Basic Yoga 1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LAB
This course in Yoga emphasizes breathing, stretching, and relaxing techniques. Yoga positions and philosophies are examined. This course may be taken four times for credit.

FITNS 406
Walking and Jogging 1.5 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 27 hours LAB
This course is designed to improve cardiovascular fitness, muscle endurance, and flexibility. Weight management, nutritional guidelines and healthy living information will also contribute to overall health and wellness for the student in this course. This course may be taken four times for credit.

FITNS 430
Water Safety Instruction 1.5 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 36 hours LAB
Students who successfully complete this course will be certified (W.S.I.) instructors. This course may be taken four times.
FITNS 436  
**Lifeguard Training**  
2 Units  
Prerequisite: None.  
General Education: AA/AS Area III(a)  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 30 hours LEC; 18 hours LAB  

This course is designed to teach students to become a certified lifeguard. Knowledge and skills necessary to keep patrons of aquatic facilities safe in and around water. In addition, this course will incorporate physiological, psychological and social considerations as related to lifesaving. Upon successful completion of the Lifeguard Training course requirements, American Red Cross Lifeguard Training, CPR for the Professional Rescuer and American Red Cross First Aid, certificates will be issued.

FITNS 440  
**Swimming**  
1 Unit  
Prerequisite: None.  
General Education: AA/AS Area III(a); CSU Area E2  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 9 hours LEC; 27 hours LAB  

BEGINNING: This class provides the opportunity for students to become safe and comfortable in the water. Students will develop swimming skills on their front and back. Instruction will emphasize freestyle and backstroke as well as water safety. INTERMEDIATE: In this class, emphasis will be placed on improving swimming technique and efficiency. Each student will progress toward becoming an endurance swimmer for enhanced fitness. This class may be taken four times for credit.

FITNS 454  
**Personal Safety**  
1.5 Units  
Prerequisite: None.  
General Education: AA/AS Area III(a); CSU Area E2  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 18 hours LEC; 36 hours LAB  

This course is designed to give a student the knowledge and skills necessary to enhance their own personal safety in self-defense situations. Safety in the home, office, street, and car will be covered. Topics will include prevention, defensive strategies (both physical and non-physical), and psychological intervention. Also discussed are ways for victims of attacks to access community agencies and resources.

FITNS 495  
**Independent Studies in Fitness**  
1-3 Units  
Prerequisite: None.  
General Education: AA/AS Area III(a); CSU Area E2  
Course Transferable to CSU  
See UC Limitations & Counselor  
Hours: 18 hours LEC; 54 hours LAB  

FITNS 499  
**Experimental Offering in Fitness**  
.5-.4 Units  
Prerequisite: None.  
General Education: AA/AS Area III(a); CSU Area E2  
Course Transferable to CU/CSU  
See UC Limitations & Counselor  
Hours: 54 hours LEC; 54 hours LAB  

This course provides a review of basic fundamentals, techniques and rules. The emphasis is on skills and techniques such as play strategies for singles and doubles and shot selection for various play situations.

**PERSONAL ACTIVITIES (PACT)**

PACT 310  
**Badminton**  
1 Unit  
Prerequisite: None.  
General Education: AA/AS Area III(a)  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 54 hours LAB  

This course provides a review of basic fundamentals, techniques and rules. The emphasis is on skills and techniques such as play strategies for singles and doubles and shot selection for various play situations. This course may be taken four times for credit.

PACT 320  
**Bowling**  
1 Unit  
Prerequisite: None.  
General Education: AA/AS Area III(a); CSU Area E2  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 54 hours LAB  

This bowling class is taught at both the beginner and intermediate levels. Lecture, demonstration and participation will provide the student with sufficient knowledge for continued participation in bowling. This course may be taken up to four times for credit.

PACT 350  
**Golf**  
1 Unit  
Prerequisite: None.  
General Education: AA/AS Area III(a); CSU Area E2  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 9 hours LEC; 27 hours LAB  

This course will focus on improving basic skills, learning rules, and the etiquette of golf. Both beginner and intermediate players are encouraged to take this course. This course may be taken four times.

PACT 392  
**Tennis**  
1.5 Units  
Prerequisite: None.  
General Education: AA/AS Area III(a); CSU Area E2  
Course Transferable to UC/CSU  
See UC Limitations & Counselor  
Hours: 18 hours LEC; 36 hours LAB  

This course covers basic fundamentals, techniques, rules, and social courtesies of tennis. This course may be taken four times.
PACT 495
Independent Studies in Personal Activity  1-3 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

PACT 499
Experimental Offering in Personal Activity  .5-4 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

SPORTS (SPORT)

SPORT 91
Academic Study Skills for Student Athletes  .5-1 Units
Prerequisite: None.
Hours: 18 hours LEC; 54 hours LAB
This lab course is designed to assist the at-risk student athlete in acquiring work habits and basic study skills to gain academic success in the classroom. Grading is credit/no credit. This is an open entry, open exit course. A student athlete may register for this course up to the 12th week of class. This class may be taken four times for credit.

SPORT 300
Baseball, Intercollegiate-Men  2 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 180 hours LAB
This course is for students who wish to participate in intercollegiate baseball. The Athletic Director should be contacted regarding eligibility requirements.

SPORT 311
Basketball, Intercollegiate, Men - Fall  1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 90 hours LAB
This course is for students who wish to participate in intercollegiate basketball. The Athletic Director should be contacted regarding eligibility requirements.

SPORT 312
Basketball, Intercollegiate, Men - Spring  1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 90 hours LAB
This course is for students who wish to participate in intercollegiate basketball. The Athletic Director should be contacted regarding eligibility requirements.

SPORT 316
Basketball, Intercollegiate, Women - Fall  1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 90 hours LAB
This course is for students who wish to participate in intercollegiate basketball. The Athletic Director should be contacted regarding eligibility requirements.

SPORT 317
Basketball, Intercollegiate, Women - Spring  1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 180 hours LAB
This course is for students who wish to participate in intercollegiate basketball. The Athletic Director should be contacted regarding eligibility requirements.

SPORT 350
Soccer, Intercollegiate-Men  2 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 180 hours LAB
This course is for students who wish to participate in intercollegiate soccer. The Athletic Director should be contacted regarding eligibility requirements.

SPORT 355
Soccer, Intercollegiate-Women  2 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 180 hours LAB
This course is for students who wish to participate in intercollegiate soccer. The Athletic Director should be contacted regarding eligibility requirements.
SPORT 365
Softball, Intercollegiate-Women  2 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 180 hours LAB
This course is for students who wish to participate in intercollegiate softball. The Athletic Director should be contacted regarding eligibility requirements.

SPORT 388
Tennis, Intercollegiate-Men/Women  2 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 180 hours LAB
This course is for students who wish to participate in intercollegiate tennis. The Athletic Director should be contacted regarding eligibility requirements.

SPORT 405
Volleyball, Intercollegiate-Women  2 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 180 hours LAB
This course is for students who wish to participate in intercollegiate volleyball. The Athletic Director should be contacted regarding eligibility requirements.

SPORT 415
Water Polo, Intercollegiate-Women  2 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 180 hours LAB
This course is for students who wish to participate in intercollegiate water polo. The Athletic Director should be contacted regarding eligibility requirements.

SPORT 495
Independent Studies in Sport  1-3 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
This is an activity course designed to emphasize knowledge and skill development in team sports (basketball, soccer, baseball, softball, volleyball). This course may be taken four times for credit.

SPORT 499
Experimental Offering in Sport  .5-4 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
This is an activity course designed to emphasize continued knowledge and skill development in team sports (e.g., basketball, soccer, baseball, softball, volleyball). This course may be taken four times for credit.

TEAM ACTIVITIES (TMACT)

TMACT 320
Basketball  1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LAB
This course is a physical education course that covers a complete review of the basic fundamentals, tactics, rules, and systems of play, and will enhance the student’s understanding and ability. This class may be taken four times.

TMACT 332
Volleyball  1.5 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 36 hours LAB
Beginning/Intermediate: This is a coed physical education volleyball class at the beginning and intermediate levels. Lecture, demonstration and participation will provide the student with sufficient knowledge for continued participation in volleyball. Advanced: This is a coed physical education volleyball class at the advanced level. Lecture, demonstration and participation will provide the student with sufficient knowledge to compete at a higher level.

TMACT 352
Softball, Slow Pitch  1 Unit
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LAB
This physical education class is designed to develop basic softball skills and understanding of slow pitch rules in tournament format. This course may be taken four times.

TMACT 361
Team Sports - Beginning  .5 Unit
Prerequisite: None.
General Education: AA/AS Area III(a)
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 27 hours LAB
This is an activity course designed to emphasize knowledge and skill development in team sports (basketball, soccer, baseball, softball, volleyball). This course may be taken four times for credit.

TMACT 362
Team Sports  1.5 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 36 hours LAB
This is an activity course designed to emphasize continued knowledge and skill development in team sports (e.g., basketball, soccer, baseball, softball, volleyball). This course may be taken four times for credit.
TMACT 363
Intramural Sports .5 Units
Prerequisite: None.
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 27 hours LAB

This course is for students who wish to participate in intramural sports. It is designed to improve sport skills, provide a forum for recreational and competitive play, foster sport camaraderie and promote fitness through sport. This course may be taken four times for credit.

TMACT 370
Water Polo 1 Unit
Prerequisite: None
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LAB

This course is a coed physical education course that covers basic skills, rules and techniques of water polo, conditioning, stroke techniques, sprints, ball handling, treading water and shooting will be included. This class may be taken four times.

TMACT 495
Independent Studies in Team Activity 1-3 Units
Prerequisite: None
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

PET 301
Personal Wellness 3 Units
Same As: HEED 350
Prerequisite: None.
General Education: AA/AS Area III(b); CSU Area E2
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course takes a personal approach to lifetime healthy habits. The students will relate their own lives to topics that include: Fitness, weight management, relationships, nutrition, stress management, sexual health, risky behaviors, and prevention of diseases. Assessment, plans for change and reinforcement will be applied through the use of journals, projects, written assignments and tests. This course is the same as HEED 350, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

TMACT 499
Experimental Offering in Team Activity .5-4 Units
Prerequisite: None
General Education: AA/AS Area III(a); CSU Area E2
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

PET 302
Introduction to Physical Education 2 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to UC/CSU
Hours: 36 hours LEC

This course is designed to give the prospective Physical Education Educator, Coach, or Fitness Leader an understanding of the concepts of physical education, including opportunities and responsibilities associated with physical education leadership. Theory, history and principles of physical education will be covered.

PET 303
Principles of Athletic Coaching 1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC

Students will be introduced to the fundamentals of coaching through this course. This course integrates knowledge from experienced coaches with the latest research by sport scientists. Topics covered are: coaching philosophy, sport psychology, sport pedagogy, sport physiology, sport management. Completion of this course entitles the student to receive certification from either the National Federation of State High School Association or the American Sport Education Program.

PET 306
Fundamentals of Games and Rhythms 2 Units
Same As: ECE 364
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

This course is designed for early childhood, elementary education, and recreation majors. Recommended for physical education majors. Early childhood education, elementary and lead-up games for individual and team sports, stunts, tumbling, and elementary and culturally diverse rhythms and dances will be practiced. This course is the same as ECE 364, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.
PET 313
Laboratory in Adapted Physical Education 1-2 Units
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB
This course is a directed laboratory experience in the basic principles of assisting the physically limited in prescribed exercise programs. This course may be taken three times for credit.

PET 320
Sports Officiating (Fall) 2 Units
Prerequisite: None
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC; 18 hours LAB
Theory and practice are combined in study of the organization and techniques of officiating at competitive athletic activities. The student obtains comprehensive instruction on rules and officiating techniques with practical experience required in intramural, varsity programs, and leagues.

PET 322
Sports Officiating (Spring) 2 Units
Prerequisite: None
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC; 18 hours LAB
In this physical education course, theory and practice are combined in a study of the organization and techniques of officiating at competitive athletic activities. The student obtains comprehensive instruction on rules and officiating techniques with practical experience required in intramurals.

PET 330
Care and Prevention of Athletic Injuries 3 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 54 hours LEC
This course is an introduction to injury prevention, injury care and rehabilitation of athletic injuries. It is designed for prospective coaches, athletic trainers, health and physical educators to aid in the recognition, evaluation, and care of athletic injuries.

PET 342
Theory of Baseball 2 Units
Prerequisite: None.
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC
This course is designed to develop a thorough understanding of baseball. Special emphasis on individual skills, position play, and team strategy. This course may be taken twice for credit.

PET 346
Theory of Basketball 2 Units
Prerequisite: None
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC
This course is designed to develop an understanding of coaching basketball. The student will be encouraged to develop their own philosophies and coaching styles based upon information provided in the course. Special emphasis will be placed on techniques, tactics, and coaching skills. This course may be taken once for each topic.

PET 354
Theory of Soccer 2 Units
Prerequisite: None
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC
This course is a detailed approach to the current problems and trends in soccer. Special attention will be given to rules, fitness requirements, nutrition, conditioning, care and prevention of injuries, team organization, techniques, and tactics. This course will also include season planning, soccer philosophy team policies, player management, and team building. This course may be taken two times for credit.

PET 358
Theory of Softball 2 Units
Prerequisite: None
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC
This course is designed to develop a thorough understanding of fast pitch softball. There will be special emphasis on individual mechanics in both offensive and defensive play. Also covered will be position play, team strategy, scorekeeping game management and game analysis.

PET 366
Theory of Tennis, Tactics and Strategy 2 Units
Prerequisite: None
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC
This course will examine the United States Tennis Association's basic components of its USTA player development program. Emphasis placed upon practical application of those components to competitive and recreational tennis.

PET 374
Theory of Volleyball 2 Units
Prerequisite: None.
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 36 hours LEC
Designed for those students entering the coaching or teaching profession, this course will allow students to study and actively participate in many aspects of the game of volleyball, including: training/conditioning, individual techniques, team play, rules and strategies.
PET 380
Weight Management  3 Units
Same As: HEED 360
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This course includes all aspects relating to managing your weight, including causes, health risks, assessment, prevention and treatment strategies. Also includes communication, basic health behavior changes, basic nutrition, program planning and implementation. This course is the same as HEED 360, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

PET 403
Fitness and Exercise Assessment  1 Unit
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 18 hours LEC
This course covers the assessment of cardiorespiratory endurance, body composition, muscular strength, muscular endurance, blood pressure, flexibility, and the evaluation of the results of such tests.

PET 409
Personal Trainer  3 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 54 hours LEC
This course introduces the student to applied principles of individualized training as performed by a personal trainer. Topics covered include: Evaluation, exercise technique, program design, unique needs, and safety issues. This course will prepare the student to take the NSCA - Certified Personal Trainer examination. This course may be taken twice for credit.

PET 495
Independent Studies in
Physical Education Theory  1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

PET 498
Work Experience in Physical Education  1-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 60-300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

PET 499
Experimental Offering in
Physical Education Theory  .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
**DEGREES**

A.S.—Physics
A.S.—Science, General (see Science, page 299)

**Program Description**

The CRC PHYSICS, PHYSICAL SCIENCE and ASTRONOMY department offers a full array of transferable courses that fulfill both major and general education requirements.

The CRC PHYSICS program consists of a three-semester calculus-based sequence for physical science and engineering students, a two-semester calculus-based sequence for life science students, and a two-semester trigonometry-based sequence for life science students. These sequences are designed to meet transfer requirements for students in the physical and life sciences, engineering, architecture, and computer information science. Laboratories are well-equipped and central to the courses.

Physics is presented as a dynamic, exciting field and is taught by experienced and dedicated instructors who consider teaching their primary responsibility.

Courses in Astronomy, Physical Science and Conceptual Physics are offered as part of the general education program at CRC. Labs are offered for astronomy and physical science. All are excellent paths leading to the appreciation and application of scientific knowledge and methods for the non-science student.

Science Website: http://Academic_Depts/Science,_Math_&_Engineering/Physics,_PhysicalScience_and_Astronomy.htm

**Career Opportunities**

CALCULUS-BASED PHYSICS:

- Physicist
- Meteorologist
- Geologist
- Astronomer
- Architect
- Life Science fields

TRIGONOMETRY-BASED PHYSICS:

- Pre-Med
- Allied Health
- Life Science fields

**Highlights**

- Modern and well-equipped laboratories
- Small class size and ample contact with friendly, knowledgeable instructors
- Evening session calculus-based physics for scientists/engineers sequence completion
- A Mathematics, Engineering, and Science Achievement (MESA) program

**NOTE TO TRANSFER STUDENTS:**

If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

**DEGREE**

A.S.—Physics
CODE #1533

This degree is designed to meet common lower division requirements for a major in physics.

**REQUIRED PROGRAM**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHEM 400</td>
<td>General Chemistry</td>
<td>5</td>
</tr>
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<td>General Chemistry</td>
<td>5</td>
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<tr>
<td>MATH 400</td>
<td>Calculus I.</td>
<td>5</td>
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<tr>
<td>MATH 401</td>
<td>Calculus II.</td>
<td>5</td>
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<tr>
<td>MATH 402</td>
<td>Calculus III.</td>
<td>5</td>
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<tr>
<td>MATH 420</td>
<td>Differential Equations</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 411</td>
<td>Mechanics of Solids and Fluids</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 421</td>
<td>Electricity and Magnetism</td>
<td>4</td>
</tr>
<tr>
<td>PHYS 431</td>
<td>Heat, Waves, Light and Modern Physics</td>
<td>4</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED: 41

G.E. Graduation Requirements for this degree - See pages 20-21.
PHYSICS (PHYS)

PHYS 310
Conceptual Physics  3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course provides a conceptual overview of Newtonian and modern physics for non-science and science students alike. The conceptual or non-mathematical approach to physics is tied to the student's personal experience in the everyday world, so that the student learns to see physics not as a classroom or laboratory activity, but as a part of his or her surroundings. The class is open to all students with no previous physics course.

PHYS 311
Basic Physics  3 Units
Prerequisite: None.
Advisory: MATH 335 (may be taken concurrently) or high school trigonometry with a grade of "C" better.
General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course is a survey course for science, engineering, mathematics, architecture, and computer science majors who have had no previous physics courses and plan to continue with PHYS 350 or 411. The course will develop the math and science background and the problem-solving skills necessary for success in Physics 350 or 411. Material covered will include math review, vectors, and basic mechanics (kinematics, Newton's laws, energy). Students who have taken PHYS 310 cannot get transfer credit for PHYS 311.

PHYS 350
General Physics  4 Units
Prerequisite: MATH 335 or a high school course in trigonometry with a grade of "C" or better; or equivalent.
General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB
This course, the first semester of General Physics, is a transferable course required for life science and other students and may also be taken for general education credit. Material covered will include classical mechanics (including kinematics, statics, dynamics, Newton's Laws, energy and momentum conservation, rigid body motion and oscillatory motion), fluid mechanics, mechanical waves including sound, and thermodynamics. Basic calculus skills will be assumed in the derivation and application of physical principles.

PHYS 360
General Physics  4 Units
Prerequisite: PHYS 350 with a grade of "C" or better
General Education: CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB
This course, the second semester of General Physics, is a transferable course required for life science and other students and my also be taken for general education credit. Material covered will include classical electricity and magnetism (including electrostatics, electric fields and potential, magnetic fields, electromagnetic induction, Maxwell's equations and electromagnetic radiation), DC and AC circuits, light, geometric and wave optics, special relativity, atomic structure, quantum physics and nuclear physics.

PHYS 370
Introductory Physics - Mechanics and Thermodynamics  5 Units
Prerequisite: MATH 350 with a grade of "C" or better
General Education: AA/AS Area IV; CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 72 hours LEC; 54 hours LAB
This course, the first semester of the Introductory Physics sequence, is designed for students transferring to programs which require two semesters of calculus-based physics such as some life science and architecture programs. Material covered will include classical mechanics (kinematics, statics, dynamics, Newton's Laws, work, conservation of mechanical energy and momentum, rotations and oscillations), fluid mechanics, mechanical waves including sound, and thermodynamics. Basic calculus skills will be assumed in the derivation and application of physical principles.

PHYS 380
Introductory Physics - Electricity and Magnetism, Light and Modern Physics  5 Units
Prerequisite: PHYS 370 with a grade of "C" or better
General Education: CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 72 hours LEC; 54 hours LAB
This course, the second semester of the Introductory Physics sequence, is designed for students transferring to programs which require two semesters of calculus-based physics such as some life science and architecture programs. Material covered will include electrostatics, electrical circuits and devices, magnetism, light, and modern physics (including special relativity, quantum, atomic and nuclear physics). Basic calculus skills will be assumed in the derivation and application of physical principles.
PHYS 411
Mechanics of Solids and Fluids  4 Units
Prerequisite: MATH 400 with a grade of "C" or better
General Education: AA/AS Area IV; CSU Area B1;
CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB
The course examines the fundamentals of mechanics: vectors, kinematics, Newton's laws, vibrations, conservation principles, fluids, and gravitation. This course is recommended for students studying engineering, physics, chemistry, architecture, and mathematics.

PHYS 421
Electricity and Magnetism  4 Units
Prerequisite: MATH 401 and PHYS 411 with grades of "C" or better
General Education: CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB
This course examines the fundamentals of electricity and magnetism. Topics include electric and magnetic fields and forces, electric potentials, capacitors and dielectrics, DC and AC circuits, inductance, magnetic materials, Maxwell's equations, electromagnetic waves, and the operation of general electrical circuit measuring devices including multimeters and oscilloscopes. This is the second course (although Physics 421 and 431 may be taken in either order) of the calculus-based physics sequence for physical science, engineering, and computer science majors.

PHYS 431
Heat, Waves, Light and Modern Physics  4 Units
Prerequisite: MATH 401 and PHYS 411 with grades of "C" or better
General Education: CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB
This course examines the fundamentals of thermodynamics, waves and modern physics: temperature, heat, kinetic theory of gases, thermodynamics, mechanical waves, sound, light reflection and refractions, interference and diffraction phenomena, optics, lasers, special relativity, quantum physics, atomic physics, nuclear physics, and particle physics.

PHYS 495
Independent Studies in Physics  1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

PHYS 498
Work Experience in Physics  1-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 60-300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

PHYS 499
Experimental Offering in Physics  .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
## ASTRONOMY (ASTR)

### ASTR 300
**Introduction to Astronomy** 3 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B1; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a descriptive course in general astronomy treating the nature and evolution of the solar system, stars, galaxies, cosmology and life in the universe.

### ASTR 400
**Astronomy Laboratory** 1 Unit
Prerequisite: None.
Corequisite: ASTR 300 (may be taken previously).
General Education: CSU Area B1; CSU Area B3; IGETC Area 5A
Course Transferable to UC/CSU
Hours: 54 hours LAB
This course offers practical use of a telescope for both visual observation and astrophotography; identification of constellations; and experience in the collection of scientific data.

### ASTR 495
**Independent Studies in Astronomy** 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

### ASTR 498
**Work Experience in Astronomy** 1-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 60-300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

### ASTR 499
**Experimental Offering in Astronomy** .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
Program Description
This CRC program offers courses designed for students in the Agriculture Business and Horticulture programs.

Career Opportunities
See Career Opportunities in Agriculture Business and Horticulture

Highlights
Courses included in two degree programs and a variety of certificates

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see [http://www.crc.losrios.edu/pslo](http://www.crc.losrios.edu/pslo)

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**PLANT SCIENCE (PLTS)**

**PLTS 299**
Experimental Offering in Plant Science  .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

**PLTS 300**
Introduction to Plant Science  3 Units
Prerequisite: None
General Education: AA/AS Area IV
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course is designed to provide the students with a working knowledge of the fundamental structures and processes of plants. Principles to be applied cover plant structures, physiology, heredity, environmental relationship to growth, adaptation, and management of crops. Techniques of research, exploration of plant growth, and identification of economical crops will be included.

**PLTS 310**
Soils and Plant Nutrition  3 Units
Same As: HORT 302
Prerequisite: None.
Advisory: HORT 300
General Education: AA/AS Area IV
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course provides a basic knowledge of the physical, chemical, and biological properties of soils. The course includes factors of: fundamental soil properties, soil and plant relationships, principles of soil formation, fertilizers and soil management, salinity, pH, erosion management, and non-agricultural uses. This course is the same as HORT 302, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

**PLTS 320**
Viticulture (Grape and Wine Production)  3 Units
Prerequisite: None
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
Production of grapes, current status of grape and wine industry; classification of grapes and wines, history and development of wine industry. Principles and practices of vineyard selection, development, establishment and other cultural practices, including training and pruning. Principles of vine physiology and morphology as related to responses of cultural practices. Wine quality will also be explored. Vineyard management, health and economics will be included. Technological study of winery equipment, location, and operation; techniques in analyzing and evaluating grapes and wine will be made.
PLTS 332
Integrated Pest Management  3 Units
Prerequisite: None
Advisory: PLTS 330 and 336.
Course Transferable to CSU
Hours: 54 hours LEC
This study of integrated pest management includes principles of controlling pests by biological, cultural, physical, mechanical, radiation phenomena, genetic resistance and chemical control methods. Cost and effects as related to ecosystem, society and economics will be included. Pest monitoring and examples of integrated pest management in local areas and California will be reviewed. As this is the trend for the future, students and growers, as well as pest control advisors, will find this study valuable, as well as an aid in preparing for state licensing as pest control advisors.

PLTS 334
Agriculture Chemicals/Safety and Calibration  3 Units
Prerequisite: None
Advisory: PLTS 300.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
The purpose of this study is to train individuals in techniques of chemical application, and to provide for the proper, safe, and efficient use of pesticides essential for production of food and fiber and for the protection of public health and environment, pesticide clarification, laws and regulations, foundations, calibration of an types of equipment for ground application and effective pesticide placement. A must for students preparing for state licensing as a pest control applicator.

PLTS 336
Weeds and Weed Control  3 Units
Prerequisite: None
Advisory: PLTS 300.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course deals with the identification, life histories, and control of common, noxious and poisonous California weeds. The study will emphasize areas not included in the licensing procedures of agriculture pest control advisors and applicators. Fundamentals of chemical, biological, and physical control of weeds will be discussed.

PLTS 498
Work Experience in Plant Science  1-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 60-300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

PLTS 499
Experimental Offering in Plant Science  .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.
Political Science

Program Description
The study of political science involves not only the examination of the structure of government and political systems but the examination of the interaction of individuals and institutions within those systems. These courses offer valuable insight into events on the local, state, national and international levels and they also encourage involvement of the citizenry.

Career Opportunities
Administrator
Budget Analyst
Campaign Aide/Elected
City Planner
Government Worker
Military Officer
Personnel Manager
Political Scientist
Public Relations Specialist
Researcher/Research Analyst

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Courses in both American and foreign political structures
• Widely traveled and internationally astute instructional staff
• Insightful analysis of international events
• Suggestions/contacts for student involvement in the political process

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements.
Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

Pre-Law Education
Pre-law, contrary to common belief, is not a major but rather a term that describes a student interested in applying for admission to a law school.

Because overall GPA is important in applying for admission to a law school, a pre-law student should consider a major which he/she enjoys and can do well. It is advisable to consider the major as an alternative to law school or one which can be used in conjunction with the law degree. Law schools are looking for individuals who have a high level of writing competence; good analytical skills; intellectual discipline; breadth in humanities, sciences and social sciences; and a general understanding of the business world. Most law schools require a baccalaureate degree. The Law School Admission Test (LSAT) is required. A pre-law student needs to plan a course of study in cooperation with a counselor in the Counseling Center.

POLS 301
Introduction to Government: United States 3 Units
Prerequisite: None.
Advisory: Completion of ENGWR 101 or eligibility for ENGWR 300.
General Education: AA/AS Area V(a); CSU Area D8; IGETC Area 4H
Course Transferable to UC/CSU
Hours: 54 hours LEC

An introduction to Political Science, American government and politics. Structured to promote political and analytical understanding and thinking regarding American politics and government. Areas of concentration include principles, institutions, problems, processes, theory, philosophy, and ideology. Satisfies the State requirement regarding the Constitution, American Institutions, and State and Local Government.

POLS 302
Introduction to Government: Foreign 3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); CSU Area D8; IGETC Area 4H
Course Transferable to UC/CSU
Hours: 54 hours LEC

This is a comparative study and analysis of political systems, ideologies, institutions, policies, cultures, histories, and the development of selected foreign governments. Special emphasis is placed on the cultural and social dimensions of political behavior and attitudes in connection with governmental and political practices typical of particular geographical regions. Coverage includes an examination of selected developed and lesser developed nation-states from a global perspective.

POLS 310
Introduction to International Relations 3 Units
Prerequisite: None.
Advisory: Completion of ENGWR 101 or eligibility for ENGWR 300.
General Education: AA/AS Area V(b); CSU Area D8; IGETC Area 4H
Course Transferable to UC/CSU
Hours: 54 hours LEC

This is an introduction to international relations and a survey of the nation-state system, techniques of interaction, the issue of war, nationalism, power alignments, international actors, transnational movements, diplomacy, political economy, and perceptions in world politics. Particular emphasis is placed on an analysis of the world outlook of Central and Eastern Europe, Russia, the United States, the major Western Allies, China, and the Lesser Developed World.
POLS 312  
**The Middle East**  3 Units
*Prerequisite: None.*  
*Advisory: ENGWR 101*  
*General Education: AA/AS Area V(b); CSU Area D8; IGETC Area 4H*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*

Area Studies courses cover the government and politics of selected nations within a distinct geopolitical area of the world in order to gain understanding of the institutions and dynamics of the area. This Area Studies survey course is designed to give students an understanding of the Middle East. It covers the region in biblical times, its history as part of the Ottoman Empire, its independence and inclusion in the Mandate system and its modern day existence through the twentieth century. The impact of religion, colonialism, the natural resource situation, socio-economics, ideology, conflict and resolution and foreign and domestic policies will be examined in the region on a country-by-country basis. The Palestinian Question, from both the Israeli and Palestinian perspectives will also be analyzed. The course includes an examination of dominant political institutions, actors, processes and belief systems within the context of political culture and history and an analysis of area political economy and foreign policy in the environment of global interdependence. Countries to be covered include Saudi Arabia, Iran, Egypt, Israel, Jordan, Iraq, Syria, and Lebanon. The course concludes with a summation of the region as it stands today and an assessment of where it is likely to go in the near future.

POLS 313  
**Latin America**  3 Units
*Prerequisite: None.*  
*Advisory: ENGWR 101*  
*General Education: AA/AS Area V(b); CSU Area D8; IGETC Area 4H*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*

Area Studies courses cover the government and politics of selected nations within a distinct geopolitical area of the world in order to gain understanding of the institutions and dynamics of the area. This Area Studies survey course is designed to give students an understanding of Latin America. It covers the region in the pre-Columbian era, its history as part of the Spanish Empire, the independence movements of the nineteenth century and the modern day existence of each nation state in the area to the twenty-first century. The impact of religion, colonialism, the natural resource situation, socio-economics, ideology, conflict and resolution and foreign and domestic policies will be examined in the region on a country-by-country basis. The course includes an examination of dominant political institutions, actors, processes and belief systems within the context of political culture and history and an analysis of area political economy and foreign policy in the environment of global interdependence. Countries to be covered include but are not limited to Mexico, Guatemala, Peru, Bolivia, Colombia, Ecuador, Chile, Argentina, Uruguay, Cuba, Haiti, Jamaica and the Dominican Republic. The course concludes with a summation of the region as it stands today and an assessment of where it is likely to go in the near future.

POLS 314  
**Modern Europe and the Unification Process**  3 Units
*Prerequisite: None.*  
*Advisory: ENGWR 101*  
*General Education: AA/AS Area V(b)*  
*Course Transferable to UC/CSU*  
*Hours: 54 hours LEC*

Area Studies courses cover the government and politics of selected nations within a distinct geopolitical area of the world in order to gain understanding of the institutions and dynamics of the area. This Area Studies survey course is designed to give students an understanding of modern Europe and the trends, processes and issues surrounding unification.

POLS 315  
**Pacific Rim**  3 Units
*Prerequisite: None.*  
*Advisory: ENGWR 101*  
*General Education: AA/AS Area V(b)*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*

Area Studies courses cover the government and politics of selected nations within a distinct geopolitical area of the world in order to gain understanding of the institutions and dynamics of the area. This Area Studies survey course is designed to give students an understanding of the Pacific Rim and its trends, processes and issues.

POLS 495  
**Independent Studies in Political Science**  1-3 Units
*Prerequisite: None*  
*Course Transferable to CSU*  
*See UC Limitations & Counselor*
*Hours: 18 hours LEC; 54 hours LAB*

POLS 499  
**Experimental Offering in Political Science**  .5-4 Units  
*Prerequisite: None*  
*Course Transferable to CSU*  
*See UC Limitations & Counselor*
*Hours: 18 hours LEC; 54 hours LAB*
Program Description
Psychology concerns itself with the study of behavior of humans and other animals. Part of its appeal and fascination is the fact that it involves both pure science and the practical application of science to matters of everyday life. Those pursuing psychology as a field of study will find many Career Opportunities centering around helping others understand, predict and control their own behavior and the behavior of others. Training in psychology also provides a valuable foundation for other professions that deal with people.

Career Opportunities
Career Opportunities as educators, scientists, consultants, practitioners and mental health professionals with some of the following titles:
- Administration  Behavior Analyst
- Childcare Worker  College Professor
- College Counselor  Social Services
- Counselor  Human Services Specialist
- Marketing Specialist  Personnel Analyst
- Probation Officer  Psychiatric Tech/Aide
- Psychologist  Psychometrist
- Public Survey  Research Therapist
- Training/Development  Specialist
- Ward Attendant  Youth Supervisor

Some Career Opportunities may require more than two years of college study.

Highlights
- Exemplary instructional staff that includes authors and researchers
- Varied course offerings including psychology of women and human sexuality
- Psychology courses complement AA degrees and/or certifications in many other fields: communications media, early childhood education, human services, interdisciplinary studies, marketing/business, health/medicine, consumer affairs, and the military.

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

PSYCHOLOGY (PSYC)

PSYC 300
General Principles  3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); CSU Area D9; IGETC Area 4l
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course is an introduction to the scientific study of human behavior. Topics include scientific method, the biological basis of behavior, sensation, perception, consciousness, conditioning and learning, memory, cognition, developmental psychology, motivation, emotion, stress and health, personality, abnormal psychology, psychotherapy, and social psychology. PSYC 300 is designed for psychology majors, behavioral science majors, and other students who desire a comprehensive overview of general principles of contemporary psychology.

PSYC 301
Laboratory for Introductory Psychology  1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB

This course complements and amplifies the lectures from both PSYC 300 (General Principles) and PSYC 351 (Human Behavior) by providing laboratory activities correlated with each topic area presented in class. These activities provide opportunities for active data gathering, hypothesis testing and further investigation of psychological topics and principles. While the course is intended to amplify topics in PSYC 300 and 351, the course is open to everyone. Concurrent enrollment in PSYC 300 and 351 is not required.

PSYC 312
Biological Psychology  4 Units
Prerequisite: None.
General Education: AA/AS Area IV; CSU Area B2; CSU Area B3;
CSU Area D9; IGETC Area 5B
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB

This course examines the biochemical, cellular, and organismal physiological substrates of normal and abnormal behavior. The course content focuses on interactions of the central nervous system, peripheral nervous system, endocrine and immune systems to produce consciousness, sensation, perception, thinking, motivation and emotion. These areas will be addressed within an evolutionary context that emphasizes developmental plasticity of the individual and the species. Current methods of obtaining data (e.g. neuroimaging techniques) will be examined and evaluated. Students will be required to perform anatomical identification of brain structures using a sheep's brain.
PSYC 320
Social Psychology 3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); CSU Area D9; IGETC Area 4I
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course focuses on the scientific study of human interaction, with an emphasis on the individual within a social context. Study includes: social perception, social cognition, attitudes and attitude change, the self and social identity, prejudice, interpersonal attraction, close relationships, social influence, prosocial behavior, aggression, and group behavior.

PSYC 330
Introductory Statistics for the Behavioral Sciences 3 Units
Prerequisite: MATH 120 or 125 with a grade of "C" or better; or the equivalent.
General Education: AA/AS Area II(b); CSU Area B4; IGETC Area 2A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course focuses upon the concepts and applications of descriptive and inferential statistics in psychology and other behavioral sciences. Topics include: descriptive statistics; probability and sampling distributions; parametric and nonparametric statistical methods; hypothesis testing, statistical inference and power; correlation and regression; chi-square; t-tests; and analysis of variance procedures. Application of both hands-on computation and statistical software to data in a social science context will be emphasized to include the interpretation of the relevance of the statistical findings.

PSYC 335
Research Methods in Psychology 3 Units
Prerequisite: None.
General Education: AA/AS Area II(b); CSU Area D9
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides an overview of the methodologies used in experimental, quasi-experimental and non-experimental research in psychology. Students will learn how to design and conduct research, including formulating hypotheses, reviewing the literature, evaluating ethical issues, selecting methodologies, organizing data, applying statistics and writing reports.

PSYC 340
Abnormal Behavior 3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); CSU Area D9; CSU Area E1; IGETC Area 4I
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an exploration of the broad questions of normality and abnormality. It offers the investigation of specific mental, emotional, and behavioral difficulties and current approaches to psychological intervention including present community mental health practice. This course considers the contribution of social, biological and psychological factors to the development and persistence of behavior disorders. PSYC 340 would be a useful course for students majoring in Human Services and/or preparing for a career in psychology or the helping professions.

PSYC 353
Psychology of Adjustment 3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); AA/AS Area III(b); CSU Area D9; CSU Area E1; IGETC Area 4I
Course Transferable to UC/CSU
Hours: 54 hours LEC
In this course, students will explore the core concepts in psychology and apply them to everyday life experiences. The focus of this course will be on self-development and self-awareness, and students will learn how to use psychological concepts to live more fully and productively. Students will also learn to analyze and think critically about psychological theories and research, and they will learn to use these concepts in an informed manner. Topics include stress and coping, substance abuse, psychological disorders and treatment, motivation and emotions, learning and behavioral change, attitudes and values, interpersonal relationships, and lifespan development.

PSYC 354
Marriage, The Family and Alternatives 3 Units
Prerequisite: None.
General Education: AA/AS Area III(b); CSU Area E1
Course Transferable to CSU
Hours: 54 hours LEC
Overview of the elements involved in building, maintaining and surviving paired relationships, both traditional and newer partnerships and relationship styles. Includes choosing each other, types of commitment (love, romance, sex and security), dealing with conflict, parenting, crisis and family disorganization, such as starting over, and changes confronting the individual throughout life's stages. Not open to students who have received credit for FCS 322. See “Cross-Listed Courses” in the catalog.

PSYC 356
Human Sexuality 3 Units
Prerequisite: None.
General Education: AA/AS Area III(b); CSU Area E1; IGETC Area 4I
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course provides a balanced scientific understanding of human sexual thoughts, feelings, and behavior grounded in both female and male perspectives and experiences. Course topics include an examination of the methodology of sexology, gender issues, sexual anatomy and physiology, sexual arousal and response, love and communication, sexual behavior patterns, sexual orientations, contraception, conception and childbirth, sexual development across the lifespan, adult living patterns, sexual difficulties and solutions, sexually transmitted diseases, atypical sexual behavior, sexual coercion, and pornography and prostitution.

PSYC 358
Principles of Interpersonal Relations 3 Units
Prerequisite: None.
General Education: AA/AS Area III(b); CSU Area E1
Course Transferable to CSU
Hours: 54 hours LEC
The study of principles involved in effective interpersonal relationships. Includes such topics as interpersonal feedback, self-disclosure, the role of emotions in relationships, the act of listening and the ability to challenge others toward growth and productivity. The focus is on concepts useful to the student in his/her face-to-face relationships at home, school, or work.
PSYC 360
Psychology of Women  3 Units
Prerequisite: None.
General Education: AA/AS Area III(b); CSU Area E1; IGETC Area 4I
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course focuses on understanding of the thoughts, feelings, perceptions, and behavior of girls and women, as well as the impact of sex and gender on women’s lives. Course topics include an examination of relevant research methodologies; theoretical perspectives; gender stereotypes; historical and contemporary images of women; gender comparisons; prenatal, infant, childhood, adolescent, and adult development; gender identity; sexuality and sexual orientations; menstruation and menopause; pregnancy, birth and postpartum; motherhood and mothering; physical and mental health; relationships; adult living patterns; ability and achievement; paid and unpaid work; violence towards women; and the sexual exploitation of women. The critical evaluation of theory and research findings is emphasized.

PSYC 368
Cross Cultural Psychology  3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); AA/AS Area VI;
CSU Area D3; CSU Area D9; IGETC Area 4I
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course explores the impact of cultural influences on the psychological and individual development of ethnic group members. Emphasis will be placed on integrating traditional theoretical approaches and current cross-cultural statistical research and theory in the study of African-Americans, Asian Americans, Hispanic Americans, Native Americans, gays & lesbians, the elderly, and the disabled.

PSYC 372
Child Development  3 Units
Prerequisite: None.
General Education: AA/AS Area III(b); CSU Area D7; IGETC Area 4I
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC
This course surveys human physical, cognitive, and psychosocial development from conception through adolescence. Typical and atypical development is examined. Topics of interest include research methodologies, theoretical perspectives, genetic and environmental influences on development, the mechanisms of heredity, pregnancy and prenatal development, birth and the newborn baby, parent-child attachment, patterns of physical/physiological growth, patterns of cognitive development, patterns of psychosocial development, fine and gross motor development, health and safety, language development, identity formation, maltreatment, intellectual development, early childhood education, gender development, play, parenting and parenting styles, developing relationships with siblings and peers, obesity and medical problems, sports involvement, moral reasoning, memory, school experiences, children with special needs, family dynamics, friendship, aggression and bullying, stress and emotional disturbances, puberty, eating disorders, drug use and abuse, sexually transmitted diseases, wanted and unwanted pregnancy, depression and suicide, school dropout, sexual orientation, and antisocial behavior and delinquency.

PSYC 495
Independent Studies in Psychology  1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

PSYC 499
Experimental Offering in Psychology  .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
### AREAS OF STUDY
- Advertising / Public Relations ................................................................. . p. 57
- Broadcast Journalism ..................................................................................... . p. 91
- Digital Media ................................................................................................ . p. 146
- Film and Media Studies .................................................................................. . p. 181
- Journalism ....................................................................................................... . p. 224
- Radio Production ............................................................................................ . p. 295
- Television Production ....................................................................................... . p. 311

### Program Description
This instructional program is designed to train students for skills needed in jobs requiring basic knowledge in Radio, Television or Film Production. Training includes classes in radio, television and film, broadcasting, cinematography, broadcast and print journalism, multimedia/DVD production and design. Students will be prepared for entry-level jobs in education, government, broadcasting, advertising and public relations, as well as having a base for transfer to a four-year institution.

The Radio, Television & Film Production program consists of a core curriculum with options in specific areas of interest. A knowledge of keyboarding is recommended.

The Associate of Arts Degree can be obtained upon completion of a total of 60 units, including units in the major, general education requirements and electives as needed.

### Career Opportunities
See the corresponding pages for the specific Career Opportunities in each of the above fields of study.

### NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see [http://www.crc.losrios.edu/pslo](http://www.crc.losrios.edu/pslo)

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### RADIO, TV AND FILM PRODUCTION (RTVF)

#### RTVF 110
**Automated Radio** 3 Units
*Prerequisite: None*
*Advisory: RTVF 312; COMM 301 or RTVF 315.*
*Hours: 18 hours LEC; 108 hours LAB*

This course examines background and techniques used in modern automated radio systems for radio broadcasting, including announcing, music formats, traffic, sales, and management in relation to an automated facility. Students will study the operation of equipment and corrections of its malfunctions.

#### RTVF 295
**Independent Studies in Radio, Television and Film Production** 1-3 Units
*Prerequisite: None*
*Hours: 18 hours LEC; 54 hours LAB*

#### RTVF 299
**Experimental Offering in Radio, Television and Film Production** .5-4 Units
*Prerequisite: None*
*Hours: 18 hours LEC; 54 hours LAB*

#### RTVF 300
**Mass Media and Society** 3 Units
*Same As: JOUR 310*
*Prerequisite: None.*
*General Education: AA/AS Area V(b); CSU Area D7; IGETC Area 4J*
*Course Transferable to UC/CSU*
*Hours: 54 hours LEC*

Survey of the mass media: history, philosophy, structure and trends, as well as theories which help to explain effects and the importance as a social institution. Exploration of economics, technology, law, ethics, and social issues, including cultural and ethnic diversity. This course is the same as JOUR 310, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog.

#### RTVF 301
**Introduction to Telecommunications** 3 Units
*Prerequisite: None*
*Course Transferable to CSU*
*Hours: 54 hours LEC*

This is a beginning course in the telecommunication technology program. Origin, development and functions of radio, television and merging technologies in modern society are presented. Terminology, concepts, and telecommunication services are covered. Required of communication majors.
RTVF 302  
Introduction to Digital Media  
3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course examines the artistic and instructional possibilities of multimedia. Instruction will include an introduction to the forms and aesthetics of media (text, graphic, audio and video), delivery systems (Internet, CD-ROM, kiosks, DVD, LAN, etc.), production processes, and roles (content, writing, graphics, authoring, and project management). Specialized topics will include operating systems, file formats, sampling, compression, and authoring software.

RTVF 304  
Introduction to Multimedia  
3 Units  
Prerequisite: None  
Advisory: CISC 302 or JOUR 330.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
A course to familiarize students with the ways of designing and producing multimedia presentations. Personal computers and audio-video technology are merged in order to take advantage of the special features of each. The course presents a description and history of computer-interactive multimedia. Students explore current uses of these technologies and receive instruction in practical application. Each student conceives, writes, and designs a high-level multimedia program, using a user-friendly system. Some applications for multimedia include: professional presentations, specialized instruction, research, Internet web pages, job training, interactive newsletters, computer games and point-of-purchase marketing. This course may be taken two times for credit.

RTVF 305  
Film History  
3 Units  
Prerequisite: None.  
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
An introduction to the art of motion pictures, using both lectures and films. Students will briefly study the history of motion pictures and will view, evaluate, and critique films which are landmarks in the art of movie making. This course is the same as FMS 305, and only one may be taken for credit. See “Cross-Listed Courses” in the catalog. Formerly known as CMED 305 and CMED 14.

RTVF 310  
History of American Radio 1920-1950  
1 Unit  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC  
An introductory study of radio as a cultural medium in American society from the 1920’s to the 1950’s. Examples from popular programs in comedy, news, sports, mystery and adventure, serials, music and drama are included.

RTVF 312  
Radio Studio Operations  
3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
Theory and operation of audio broadcast equipment and control room. Must be taken prior to Radio Workshop.

RTVF 314  
Radio Drama  
1 Unit  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LAB  
An introductory course in equipment and talent techniques required to properly produce dramatic radio programs. Instruction is designed for persons interested in producing video programs for local radio cablecast.

RTVF 315  
Voice and Diction for Broadcasting  
3 Units  
Prerequisite: None  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course is intended for all majors relating to broadcasting including radio production, communications media and television production. This course focuses on individual speech improvement through the study and practice of voice control and manipulation, proper breathing, and diction. Emphasis is placed on achieving correct pronunciation, enunciation, and voice production. Students will build on basic theories and practice of the interpretation of various oral selections chosen by the instructor and by the student.

RTVF 316  
Introduction to Radio Workshop  
3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC; 108 hours LAB  
Through lectures and supervised labs, this course explores current radio industry trends and practices. Students in the course will also take part in the planning and producing of original radio programs for broadcast over the campus radio station, using both the college and the community as subject matter.

RTVF 317  
Radio Workshop  
2 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 108 hours LAB  
Advanced radio production. Planning, producing and participating in original radio programs for broadcast over local or campus stations, using both the college and the community as subject matter. Practice in the techniques of live broadcasting. May be taken two times for credit.

RTVF 318  
Community Radio Production  
1 Unit  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LAB  
A short-term course designed to enable students to understand community radio production as well as the operation and use of video and audio equipment and techniques. Basics of audio production for cablecasting are included.
RTVF 319
Digital Audio Production 3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course will serve as an introduction to the theory and practice of audio production in radio, television, film and digital recording applications. Students will also gain experience in audio console operation, microphone selection and use, and audio recording in radio, television, film and digital recording applications.

RTVF 330
Basic Film/Video Camera Techniques 3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
The course provides an introduction to the theory, terminology, and operation of single camera film and video production, including composition and editing techniques, camera operation, portable lighting, video recorder operation, audio control in the single and double-sound systems, film stock and digital video formats and editing. This course focuses on the aesthetics and fundamentals of scripting, producing, and directing on location, incorporating multimedia, and postproduction for Hollywood film, broadcasting, cable or business media.

RTVF 331
Television Production 3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
The theory and operation of a television control room. An introduction to the use of studio equipment - a switcher, character generator, audio mixer, videotape recorders, microphones and studio lighting. Real time camera movements. Special effects including chroma-key, mattes and wipes.

RTVF 332
Advanced Television Production 2 Units
Prerequisite: RTVF 331 with a grade of "C" or better.
Course Transferable to CSU
Hours: 108 hours LAB
Students planning the total operational process for actual television programs (on air or closed-circuit), participate in and take responsibility for various aspects of the finished program, such as audio, switching, lighting, sets, graphics and film. May be taken two times for credit.

RTVF 333
Video Workshop 2 Units
Prerequisite: RTVF 332 with a grade of "C" or better.
Course Transferable to CSU
Hours: 108 hours LAB
Production of new types of programming for cable, business, industry and special groups - religious, ethnic, minorities, children, women. May be taken two times for credit.

RTVF 334
Producing Your Cable TV Program 1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB
A short-term course designed to enable students to understand the operation and use of video and audio equipment and techniques. Techniques of scriptwriting for a five-minute production.

RTVF 335
Videotape Editing for Cable TV 1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB
A short-term course designed to enable students to understand editing and how it relates to the operation and use of video and audio equipment and techniques. Simple editing and technical principles and techniques are taught.

RTVF 336
Single Camera TV Production 1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB
A short-term course designed to enable students to understand the operation and use of video and audio equipment and techniques. Students will learn basic skills in lighting, audio, camera operation and shooting techniques.

RTVF 337
Multiple Camera Studio Production 1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB
A short-term course designed to enable students to gain skills in the operation and use of video and audio equipment and techniques for multiple camera studio production.

RTVF 344
Video Engineering 1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB
A short-term course designed to enable students to understand the operation and use of video and audio engineering for cable television. Electrical theory and its applications to video technology and equipment safety and proper maintenance are taught.

RTVF 345
Television Graphics 1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB
An introductory course in the elements of graphic design for television, such as ratio, color, safe area, and materials.

RTVF 346
Video and Audio Techniques 1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB
A short-term course designed to enable students to gain skills in operation and use of video and audio equipment and techniques. Course is useful for broadcast and cable television. Some of the topics that may be scheduled include: Video Performance Techniques, Audio Performance Techniques, Video Single Camera Shooting, Television Studio Use and Terminology, Audio Recording and Editing and Writing for Video.
RTVF 347
Lighting for Video  1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB
A short-term course designed to enable students to understand how lighting enhances the operation and use of video and audio equipment and techniques. Students will learn basic skills in proper lighting and usage of lighting equipment.

RTVF 348
Audio for Video  1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 54 hours LAB
An introductory course in audio recording techniques as required for video projects. Instruction designed for persons interested in producing video programs for local cablecast.

RTVF 360
Introduction to Motion Graphics:
Adobe After Effects  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This is an introductory course for students interested in multimedia, computer animation, motion graphics and emerging technologies for broadcasting, the Internet and DVD. Students will gain hands-on experience with picture, image and video animation, and paint/draw applications. Primary software applications include Adobe After Effects, Adobe Photoshop and Adobe Illustrator. This course may be taken two times for credit.

RTVF 361
Intermediate Motion Graphics:
Adobe After Effects  3 Units
Prerequisite: CMED 360 or RTVF 360 with a grade of “C” or better
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
The course presents an intermediate level exploration of the theory and practice of animation for video, film and the Internet. Students study the contemporary uses of the techniques of computer animation. Intermediate level skills are developed in Adobe After Effects including advanced techniques of graphic motion over time. Exploration of 3-D graphics is explored in depth. Exposure to additional computer applications may include Apple’s Motion, NewTek’s Lightwave or Animation Master. This course may be taken two times for credit. Formerly known as CMED 361.

RTVF 362
Digital Non-Linear Video Editing: Final Cut Pro  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
The last decade has ushered in a phenomenal convergence of capabilities among traditional audio/video production technology and personal computers. Multimedia, non-linear editing, computer graphics, computer animation and digital video are but a few of the applications developed as a result of these joint technologies. This course will trace the development of the computer audio/visual applications. Major uses will be explored and future trends examined. In addition, students will receive hands-on production education with Apple’s Final Cut Pro with limited exposure to a variety of other digital video software. This course may be taken two times for credit.

RTVF 363
Introduction to DVD Production:
iDVD & DVD Studio Pro  3 Units
Prerequisite: RTVF 362 with a grade of “C” or better; or the equivalent.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
This course examines the history and future of the DVD video format after the most successful launch ever of a consumer electronics format. Students learn how to design, produce and burn a DVD on a personal computer. Students explore the methods of integrating video, audio, text, graphics and user interactivity through the use of iDVD and DVD Studio Pro software. Students explore DVD’s ability to integrate with the Internet. Students use a professional approach to real world DVD production processes. Students are expected to already have exposure to Adobe Photoshop and Apple Final Cut Pro. This course may be taken two times using different software or software versions.

RTVF 370
Broadcast Writing & Announcing  3 Units
Prerequisite: None
Advisory: COMM 301 or RTVF 315.
Course Transferable to CSU
Hours: 36 hours LEC; 54 hours LAB
Emphasis upon speaking and writing practice in fundamental techniques of broadcasting. Practice with specified formats in television studio and radio workshop.

RTVF 371
Hollywood TV and Film Studios:
A Behind the Scenes Experience  1 Unit
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC
This course provides an overview and introduction to video and film production techniques utilized by professionals in and around Hollywood, CA. Students will learn about the operation of motion picture and television studios from behind the scenes. A variety of topics including preproduction, production and post-production techniques, set design and lighting, and the history of Hollywood-style production will be included. Guest speakers will provide a professional perspective on entry-level job skills and analysis of current workforce development. This course may be taken twice for credit.

RTVF 372
Sports Broadcasting  3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 108 hours LAB
Introduction to sports broadcasting. Special effects for sporting events, sports announcing, and technical production problems will each be examined and utilized in pre-recorded and live television broadcast. This course may be taken two times for credit.
### RTVF 374  
**Multiple Camera Remote TV Production (TRUCK)**  
1 Unit  
*Prerequisite: None*  
*Advisory: RTVF 330 or 331.*  
*Course Transferable to CSU*  
*Hours: 54 hours LAB*  
This is a course designed to enable students to gain skills in the operation and use of multiple camera remote television production equipment and techniques. Pre-production planning skills and truck set-up and use are included. The creation of programming for local Access cable television broadcast is likely. This is an open entry/open exit class. Students may enter the course at any time during the first 12 weeks of the semester, with variable start and stop times depending upon each semester's production schedule. This course is graded on a credit/no credit basis only. This course may be taken two times for credit.

### RTVF 376  
**Advertising**  
3 Units  
*Same As: MKT 314*  
*Prerequisite: None.*  
*Course Transferable to CSU*  
*Hours: 54 hours LEC*  
Introduction to the field of advertising, its purposes, institutions and functions. Studies are made of the various methods, techniques and media used in general advertising. This course is the same as MKT 314, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog. Formerly known as CMED 376 and CMED 60.

### RTVF 377  
**Corporate Video**  
3 Units  
*Prerequisite: None*  
*Course Transferable to CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
Students will learn how to produce an effective corporate documentary, marketing or training presentation. The roles and relationships of the many players in the telecommunications industry are explored. Students gain experience in organizing, planning, allocating and directing resources. Instruction includes targeting an audience to get a desired response, designing the message, writing the script, shooting, editing and distribution. Students learn about managing complex interrelationships, managing technology in an environment which mix and match vendors, standards, applications and unique customer requirements.

### RTVF 378  
**Acting for the Camera**  
3 Units  
*Prerequisite: TA 350 with a grade of "C" or better*  
*General Education: CSU Area C1*  
*Course Transferable to CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
Introductory course in the theory and techniques of acting for film and video, comparing the differences between stage acting and acting for the camera. Scenes and commercials enacted and played back on videotape for class critiquing. This course is the same as TA 356, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog. Formerly known as CMED 378 and CMED 83.

### RTVF 379  
**Television Performance Techniques**  
1 Unit  
*Prerequisite: None*  
*Course Transferable to CSU*  
*Hours: 54 hours LAB*  
A short-term course designed to enable students to understand television performance and how it relates to the operational use of video and audio equipment and techniques. Performance in front of a TV camera, guidelines for appropriate dress and make-up are included.

### RTVF 380  
**Broadcast Journalism**  
3 Units  
*Prerequisite: None*  
*Advisory: RTVF 370; JOUR 300; and ability to type.*  
*Course Transferable to CSU*  
*Hours: 36 hours LEC; 54 hours LAB*  
The student will gain a general knowledge of the field of radio/television newswriting and production. Through theoretical and practical application, the student will understand writing, filming, editing, and broadcasting radio and television news.

### RTVF 385  
**Independent Studies in Radio, Television and Film Production**  
1-3 Units  
*Prerequisite: None*  
*Course Transferable to CSU*  
*See UC Limitations & Counselor*  
*Hours: 18 hours LEC; 54 hours LAB*  

### RTVF 398  
**Work Experience in Radio, Television and Film**  
1-4 Units  
*Prerequisite: None.*  
*Course Transferable to CSU*  
*Hours: 300 hours LAB*  
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student's progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

### RTVF 498  
**Experimental Offering in Radio, Television and Film Production**  
.5-4 Units  
*Prerequisite: None*  
*Course Transferable to CSU*  
*See UC Limitations & Counselor*  
*Hours: 18 hours LEC; 54 hours LAB*
DEGREE
A.A.—Radio Production

CERTIFICATE
Radio Production

Program Description
Concentration on the audio portion of broadcasting, with emphasis on performing, production and knowledge of music. Students will learn to prepare both professional live radio programs for the campus and internet radio stations, and tapes to be played over local community stations. This option can lead to an entry-level position with a commercial radio station.

Career Opportunities
Disc Jockey  Announcer
Sportscaster  Studio Technician
Newscaster  Audio Technician
Radio Producer  Promotions Coordinator

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
● Internship opportunities at local radio stations
● Practical experience in the campus radio station, Internet broadcasting at www.kcrcriverradio.org

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

Counseling
Ellen Arden-Ogle
Phone (916) 691-7316
Cooperative Work Experience
Area Office
(916) 691-7372
VPAC 100

DEGREE
A.A.—Radio Production
CODE #1062

Required Program

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>CISC 302 / JOUR 330</td>
<td>Computer Familiarization</td>
<td>2</td>
</tr>
<tr>
<td>RTVF 300</td>
<td>Mass Media and Society</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 310</td>
<td>History of American Radio (1920-1950)</td>
<td>1</td>
</tr>
<tr>
<td>RTVF 312</td>
<td>Radio Studio Operations</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 301</td>
<td>Introduction to Telecommunications</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 370</td>
<td>Broadcast Writing and Announcing or RTVF 380</td>
<td>Broadcast Journalism</td>
</tr>
<tr>
<td>RTVF 316</td>
<td>Intro to Radio Workshop (May be taken twice)</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 317</td>
<td>Radio Workshop (Must be taken twice)</td>
<td>2/2</td>
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<tr>
<td>RTVF 110</td>
<td>Automated Radio</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 315</td>
<td>Voice and Diction for Broadcasting</td>
<td>3</td>
</tr>
</tbody>
</table>

Plus three (3) units selected from:
COMM 301, 363;
JOUR 150, 300;
MKT 310;
RTVF 110, 330, 372, 376, 498

Total Units Required: 31

G.E. Graduation Requirements for this degree - See pages 20-21.

See Radio, Television and Film Production section for class offerings in this program.

CERTIFICATE
Radio Production
CODE #1062

This program is designed to provide skills in radio production through the preparation of programming for campus radio station broadcast and pod-casting. This option can lead to entry level jobs in radio stations, audio production companies and Cable TV business or serve as preparation for transfer to a four-year institution.

Required Program

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>RTVF 312</td>
<td>Radio Studio Operations</td>
<td>3</td>
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<tr>
<td>RTVF 315</td>
<td>Voice and Diction for Broadcasting</td>
<td>3</td>
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<tr>
<td>RTVF 316</td>
<td>Introduction to Radio Workshop</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 319</td>
<td>Digital Audio Production</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 310</td>
<td>History of American Radio 1920-1950 (1)</td>
<td>3</td>
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<tr>
<td>RTVF 370</td>
<td>Broadcast Writing &amp; Announcing</td>
<td>3</td>
</tr>
<tr>
<td>JOUR 300</td>
<td>Newswriting and Reporting</td>
<td>3</td>
</tr>
<tr>
<td>JOUR 330</td>
<td>Computer Familiarization</td>
<td>2</td>
</tr>
<tr>
<td>RTVF 300</td>
<td>Mass Media and Society</td>
<td>3</td>
</tr>
<tr>
<td>MUFHL 300</td>
<td>Introduction to Music</td>
<td>3</td>
</tr>
<tr>
<td>MUFHL 308</td>
<td>Introduction to Music: Rock &amp; Roll</td>
<td>3</td>
</tr>
<tr>
<td>TA 300</td>
<td>Introduction to the Theatre</td>
<td>3</td>
</tr>
<tr>
<td>ENGWR 300</td>
<td>College Composition</td>
<td>3</td>
</tr>
<tr>
<td>MUSM 334</td>
<td>Introduction to Musical Instrument Digital Interface (MIDI)</td>
<td>2</td>
</tr>
<tr>
<td>RTVF 317</td>
<td>Radio Workshop</td>
<td>2</td>
</tr>
</tbody>
</table>

Total Units Required: 17
DEGREE
A.A.—Real Estate

CERTIFICATES
Real Estate Broker
Real Estate Sales
Professional Applications of Geographic Information Systems (GIS)
(Business/Marketing emphasis - see page 188)

Program Description
CRC offers, in addition to a Real Estate AA Degree, a variety of courses available which satisfy State of California prerequisites for Real Estate Salesperson and Real Estate Broker examinations.

Career Opportunities
Real Estate Agent
Real Estate Broker
Real Estate Appraiser
Some Career Opportunities may require more than two years of college study.

Highlights
• Instruction by trained, working real estate professionals
• Preparation for State of California real estate license examinations
• Training in one of the most lucrative careers in today’s world
• A lab with tutorial assistance

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

APPLICANTS FOR THE REAL ESTATE SALESPERSON EXAMINATION
To qualify to take the examination for a California Real Estate Salesperson license, an applicant must submit evidence (transcripts) of having completed three college level real estate courses.

The applicant is required to complete a college-level course in Real Estate Principles and Real Estate Practice. In addition to the Real Estate Principles and Practice courses, the applicant must also complete ONE additional elective real estate course (for the required total of three college level courses) from the following CRC course offerings:

• Real Estate Appraisal
• Property Management
• Real Estate Finance
• Real Estate Economics
• Legal Aspects of Real Estate
• Introduction to Escrow Procedure
• General Accounting 301
• Business Law 340

APPLICANTS FOR THE REAL ESTATE BROKER EXAMINATION
An applicant for the Broker examination must have completed eight college-level courses, in addition to the experience/educational requirements. These eight courses should include the following CRC course offerings:

• California Real Estate Principles
• Real Estate Practice
• Legal Aspects of Real Estate
• Real Estate Finance
• Real Estate Appraisal
• Real Estate Economics or Accounting 301
• and two courses from the following group: *
  • Business Law 340
  • Real Property Management
  • Introduction to Escrow Procedures
  • Advanced Appraisal

* If applicant completes both Accounting and Real Estate Economics, only one additional course is required.
REAL ESTATE (RE)

RE 110 Legal Aspects of Real Estate 3 Units
Prerequisite: None
Hours: 54 hours LEC
This course is a study of California real estate laws. Topics include: the sources of law and the judicial system; agency; duties and responsibilities of licensees; contracts and their application to real estate; property ownership and management; real estate security devices; property rights, liens and homesteads; landlord-tenant law; land use controls, and title insurance and escrow. Successful completion of this course applies towards the education requirements for the broker's examination.

RE 120 Real Estate Practice 3 Units
Prerequisite: None
Hours: 54 hours LEC
This course covers practices and techniques of residential real estate brokerage and sales. Topics will include ethics, fair housing agency, goal setting, prospecting, listing, advertising, escrow procedures, financing, taxation, marketing, property management, leasing and business opportunities. Successful completion of this course applies toward California Department of Real Estate Education requirement for the broker's examination.

RE 130 Real Estate Finance 3 Units
Prerequisite: None
Hours: 54 hours LEC
This course is an analysis of real estate financing, including lending policies and problems in financing transactions in residential, apartment, commercial, and special purpose properties. Methods of financing properties are emphasized. Successful completion of the course applies toward the educational requirements for the Broker's Examination.

RE 140 Real Estate Appraisal 3 Units
Prerequisite: None
Hours: 54 hours LEC
This course covers the purposes of appraisals and the appraisal process. Topics will also include the different approaches, methods and techniques used to determine the value of various types of property with emphasis on residential single-family properties. Successful completion of this course applies toward the educational requirement for the Real Estate Broker's license, and Licensed and General Appraisers' license.

RE 141 Advanced Appraisal 3 Units
Prerequisite: RE 140. Grade of "C" or better required to meet prerequisite.
Hours: 54 hours LEC
This course discusses advanced appraisal concepts with an emphasis on market and income analysis, capitalization techniques, rate derivation, compound interest tables, cost and sales comparison approaches; and the appraisal of specific income properties such as apartments, office buildings, shopping centers and industrial properties.
RE 150  
Real Estate Economics  
3 Units  
Prerequisite: None  
Hours: 54 hours LEC  
This course covers nature and classification of real estate and real estate investments, economic development of real property, real estate cycles and market trends. Governmental and private sector influence on the economics of real estate is covered. It is recommended that this course be taken last in the real estate course series.

RE 160  
Introduction to Escrow Procedures  
3 Units  
Prerequisite: None  
Hours: 54 hours LEC  
This course covers the functions and responsibilities of the escrow holder, including actual preparation of escrow instructions and documents in a typical real estate transaction. Audit, disbursement, the issuance of closing statements and analysis of title insurance policies are also covered.

RE 161  
Advanced Escrow Procedures  
3 Units  
Prerequisite: RE 160. Grade of "C" or better required to meet prerequisite.  
Hours: 54 hours LEC  
This course covers unusual and difficult types of escrow, including the evaluation of possible solutions with emphasis on real estate loans, financing instruments and exchanges.

RE 190  
Real Property Management  
3 Units  
Prerequisite: None  
Hours: 54 hours LEC  
This course covers the day-to-day operation and management of real property. Topics will include: marketing procedures, leases, maintenance, accounting and economics, recordkeeping, management forms, legal requirement, laws, human relations, employer responsibilities and management.

RE 295  
Independent Studies in Real Estate  
1-3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC; 54 hours LAB

RE 298  
Work Experience in Real Estate  
1-4 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 60-300 hours LAB  
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

RE 299  
Experimental Offering in Real Estate  
.5-4 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 18 hours LEC; 54 hours LAB

RE 300  
California Real Estate Principles  
3 Units  
Prerequisite: None  
Course Transferable to CSU  
Hours: 54 hours LEC  
This fundamental real estate course covers the basic laws and principles of California real estate, giving understanding, background, and terminology necessary for advanced study in specialized courses. This course is required by the California Department of Real Estate prior to taking the real estate salesperson's examination.
Science
Science, Mathematics & Engineering

DEGREE
A.S.—Science, General

CERTIFICATE
Professional Applications of Geographic Information Systems (GIS) (See Geography page 188)

Areas of Study:
Biology ........................................................................ p. 86
Chemistry ................................................................. p. 106
Engineering .............................................................. p. 162
Geography ................................................................... p. 187
Geology ...................................................................... p. 192
Physics, Physical Science, Astronomy ..................... p. 279

Program Description
CRC students may choose courses in the various disciplines of science to meet any of several objectives. Courses are designed to:

• Prepare students for transfer and continuation of studies at other colleges or universities (chemistry, biology, medicine, etc.)
• Meet general education requirements for non-science majors
• Prepare students for immediate entry into a science-based technology career
• Provide for career advancement and continuing education

Many courses include hands-on practical experience and/or opportunities for work experience in local industry and business.

The student, in consultation with a counselor, should choose science courses to meet his or her program, transfer, or general education requirements. The Counseling Center also has information regarding science requirements for transfer to other four-year institutions.

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www crc.losrios.edu/pslo

DEGREE
A.S.—Science, General
CODE #1229
This degree is designed to meet common lower division requirements for a general science major.

REQUIRED PROGRAM .......................................................... Units
Eighteen (18) units of transfer level course work in science. Two laboratory courses must be included: one in the physical sciences and one in the biological sciences. Courses may be selected from astronomy, biology, chemistry, geology, physical geography, physical anthropology, physics, and physical science.

TOTAL UNITS REQUIRED ................................................... 18

G.E. Graduation Requirements for this degree - See pages 20-21.
PRE-PROFESSIONAL HEALTH SCIENCE EDUCATION

Students planning to attend a dental, medical, veterinary or optometry school are not required to complete a prescribed undergraduate major. Many students have the misconception that “predental,” “pre-med,” etc., are academic majors. They are not. A student’s undergraduate degree might be achieved in anything, as long as appropriate courses required for dental/medical/veterinary/optometry school admission are completed. Professional schools are looking for well-rounded students who have taken courses in the humanities and social sciences and who have participated in school activities and community work. Generally, admission criteria include: completion of required courses; cumulative GPA; science courses GPA only; extracurricular activities, including work experience related to the health science specialization; test scores; application, which includes a personal statement; letters of recommendation; and an interview.

In addition to a good GPA, a student must be self-motivated, have social concern, communication skills and maturity. An applicant, however, does not need a 4.0 GPA for admission, as a GPA is an impersonal reflection of a student’s ability to handle university work.

Students planning to enroll in a professional health science school may complete at Cosumnes River College:
(1) transfer general education courses,
(2) transfer courses for the student’s chosen major,
(3) a basic core of courses which is required for all health science students, and
(4) other courses required for the chosen specialty, i.e., dental, medical, optometry, and/or veterinary.

The basic core courses are:
BIOL 400, 420
CHEM 400, 401
ENGWR 300, 301, 302
PHYS 350, 360
MATH 335, 350 (or high school equivalent)

Pre-dental
Although a student may be admitted to a dental school upon completion of 90 units, a baccalaureate degree is recommended. A student should have at least a 3.0 GPA. The Dental Aptitude Test (DAT) is a requirement.

In addition to the basic core courses, the required PSYC 300 and 320 and a minimum of 12 units of social sciences, humanities, and foreign languages may be completed at Cosumnes River College.

Pre-medical
Although a student may be admitted to a medical school upon completion of 90 units, a baccalaureate degree is recommended. The usual stated minimum GPA is 2.5; however, a more realistic minimum is 3.0 GPA. The Medical College Admission Test (MCAT) is a requirement.

In addition to the basic core courses, other courses such as BIOL 440, 430, 431; MATH 350, 351; PSYC 300; STAT 300; humanities courses and social science classes may be required. Please check with your counselor. These courses can be completed at Cosumnes River College.

Pre-optometry
Although a student may be admitted to an optometry school upon completion of 90 units, a baccalaureate degree is recommended. The usual stated minimum GPA is 2.0; however, a more realistic minimum is a 3.0 GPA. The Optometry College Admission Test (OCAT) is a requirement.

In addition to the basic core courses, other courses such as BIOL 440, 430, 431; MATH 350, 351; PSYC 300; STAT 300; humanities courses and social science classes may be required. Please check with your counselor. These courses can be completed at Cosumnes River College.

Pre-veterinary
It is extremely difficult to gain admission to a veterinary school without being a resident of the state in which the school is located. A California resident, therefore, is virtually restricted to attending the University of California School of Veterinary Medicine at Davis.

Although a student may be admitted to the School of Veterinary Medicine upon completion of 90 units, a baccalaureate degree is recommended. A student with a 2.5 GPA may be considered for admission; however, rarely is a student admitted with a GPA below 3.0. Experience with animals is given heavy consideration. The Graduate Record Examination General Aptitude Section and Advanced Test in Biology are requirements.

In addition to the basic core courses, the required STAT 300 may be completed at Cosumnes River College.

Pre-physical therapy
Students may take general education and a basic core of prerequisite courses at Cosumnes River College and transfer to California State University, Fresno, Long Beach or Northridge. Admission into a physical therapy program is very competitive with great weight given to relevant work experience and grade point average earned in the prerequisite courses. Because admission requirements vary among the programs, students are advised to work closely with a counselor to plan for the completion of work experience, general education and a core of basic program courses. Many Physical Therapy programs will be offered at the Master’s Degree level only. Check with the counseling department.

The core courses may include:
BIOL 400, 420, 430, 431
CHEM 400, 401 or
CHEM 305/307, 306/308
PHYS 350, 360
PSYC 300

Pre-Nursing Option, see Biology section, page 87.
Program Description
CRC offers courses in Sign Language Studies designed to introduce students to American Sign Language. Students learn basic skills to enable them to communicate with members of the deaf community. Moreover, students learn about deaf culture such as cultural behaviors and values.

Career Opportunities
ADA Specialist
Audiologist
Educational Interpreter
Human Services Worker
Linguist
Mental Counselor
Religion
Speech Therapy
Teacher Aide
Video Remote Interpreting
Foundations in all areas of American Sign Language as Childcare Worker firsthand

Some Career Opportunities may require more than two years of college study.

Highlights
• Dedicated, well-trained instructors
• Practical tools provided for communication opportunities
• Highly interactive learning environment
• Develop relationship with deaf community
• A "hands-on" program providing a firm interaction and experience of deaf culture

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

SIGN LANGUAGE STUDIES (SILA)

SILA 305
American Sign Language 1 4 Units
Prerequisite: None.
General Education: AA/AS Area I; IGETC Area 6A
Course Transferable to UC/CSU
Hours: 72 hours LEC
This is the beginning course in a series of four courses in visual-gestural processing of sign language. It provides instructional activities for people who wish to become competent in communication with deaf people. This emphasis is on non-verbal communication.

SILA 306
American Sign Language 2 4 Units
Prerequisite: SILA 305 with a grade of "C" or better
General Education: AA/AS Area I; IGETC Area 6A
Course Transferable to UC/CSU
Hours: 72 hours LEC
This is the second in a series of four courses in American Sign Language. The emphasis is on non-verbal communication. Topics presented include grammatical features such as descriptors, differentiation between cardinal/ordinal numbers, contrastive structure, temporal aspect markers and temporal sequencing.

SILA 315
American Sign Language 3 4 Units
Prerequisite: SILA 306 with a grade of "C" or better
General Education: AA/AS Area I; CSU Area C2; IGETC Area 6A
Course Transferable to UC/CSU
Hours: 72 hours LEC
This course is the third in a series of four courses in American Sign Language. It emphasizes expressive and receptive non-verbal communication skills between signers who have preliminary American Sign Language syntactical and lexical skills. It provides an understanding of deaf cultural processes by identifying behaviors and several norms from activities assigned in the class. It also includes dialogues that involve asking, empathizing, negotiation and agreeing or disagreeing.

SILA 316
American Sign Language 4 4 Units
Prerequisite: SILA 315 with a grade of "C" or better
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Area 6A
Course Transferable to UC/CSU
Hours: 72 hours LEC
This course is the fourth in a series of four courses in American Sign Language. The emphasis is on non-verbal communication, at advanced levels of competency. Topics presented included advance grammatical features, such as descriptors, classifier use, various numbering systems in American Sign Language, cultural features of the language and the diverse aspects of the American Deaf Community.
SILA 330
Impact of Deafness 3 Units
Prerequisite: None.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This class is a survey of processes from the perspective of four institutions that have critical impact on the psycho-social development of people: family, education, work, and society. Students will learn and become sensitive to the unique challenges of deafness. They will be exposed to how these challenges influence personal, social and communication competencies of deaf people. Written reports and student-initiated field trips will be required for this course.

SILA 338
American Sign Language for Use with Infants and Young Children 3 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 54 hours LEC
This course focuses on American Sign Language for Use with Infants and Young Children vocabulary, alphabet, handshape, movement, palm orientation, structure, and grammar. Students will learn core vocabulary, comprehension, and grammar in ASL to understand its structure. Students will also be introduced to the history of the Deaf community and its culture, as well as be exposed to community resources for the Deaf and Hard of Hearing populations.

SILA 345
Fingerspelling 1 Unit
Prerequisite: SILA 305 with a grade of “C” or better
Course Transferable to CSU
Hours: 18 hours LEC; 9 hours LAB
A basic course in use of the manual alphabet designed to augment expressive and receptive fingerspelling skills introduced in American Sign Language (ASL) courses. Perceptual strategies of use to hearing adults stressed. Emphasis on recognition of fingerspelling in context. Basic knowledge of American Sign Language required.

SILA 495
Independent Studies in Sign Language Studies 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

SILA 499
Experimental Offering in Sign Language Studies .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A.—Social Science

Program Description
The Social Science department offers classes in law and society and special studies in the areas of Mexican-American, Asian, and Native American experiences. These classes provide an excellent background for further study.

The program includes 21 units of coursework in the following areas: anthropology, economics, geography, history, philosophy, political science, psychology, social science, or sociology.

Students who wish to transfer to a four-year college or university should plan their programs to meet general education and lower division major requirements. All students are encouraged to consult with a counselor.

Career Opportunities
Instructor Social Worker
Researcher Criminal Justice
Social Services Business & Corporate employment

Some Career Opportunities may require more than two years of college study.

Highlights
• Opportunities to build a foundation for interdisciplinary studies
• Overview of theoretical, methodological, analytical, and cultural principles

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate's degree in this major may be different from the requirements needed for the Bachelor's degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

SOCIAL SCIENCE (SOCSC)

SOCSC 320
Socio-Cultural, Economic and Political Experience of the African-American 3 Units
Prerequisite: None.
General Education: AA/AS Area V(b)
Course Transferable to CSU
Hours: 54 hours LEC

This course will expose students of all ethnic backgrounds to the issues germane to the experience of African Americans in the United States. More specifically, this is an interdisciplinary course in which students of all ethnic backgrounds will examine the gender, political, economical, cultural and social development experience of African Americans in the United States.
SOCSC 325
Asian Experience in America  3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D3; IGETC Area 4C
Course Transferable to UC/CSU
Hours: 54 hours LEC
This class is an exploration of the rich diversity of Asian-American groups within the United States, with an emphasis on the historical and cultural contributions of both immigrant and refugee populations, including an investigation of socio-economic, educational, legal and political issues. The students will analyze, compare and contrast, the Asian-American assimilation experience with Latinos, African-Americans, and Native Americans. They will gain an understanding of American ethnocentrism, ethnicity, and racism to help develop a personal foundation of cultural tolerance.

SOCSC 330
Mexican-Americans in the United States  3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D3; IGETC Area 4C
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a socio-historical examination of Mexican-Americans as a minority group with an emphasis on the impact of political and geographic factors.

SOCSC 360
Law and Society  3 Units
Same As: BUS 345
Prerequisite: None.
General Education: AA/AS Area V(b); CSU Area D8; IGETC Area 4G
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is an introduction to the American legal system emphasizing the nature, purpose, sources and functioning of American law but including some comparative analysis of other historical and contemporary legal systems. It stresses the evolution of legal concepts as a reflection of the social environment and the role of the judiciary. A theoretical rather than practical viewpoint is used through analysis of selected cases and legislation in the areas of individualism, socioeconomic groups, the family, the economy, crime, criminal procedure and punishment, church and state separation, the environment, and torts. This course should not be taken in place of BUS 340 when required. This course is the same as BUS 345, and only one may be taken for credit. See Cross-Listed Courses in the catalog.

SOCSC 480
Honors Seminars in Social Science  1 Unit
Same As: HONOR 370
Prerequisite: None.
General Education: AA/AS Area V(b); CSU Area D7
Course Transferable to CSU
Hours: 18 hours LEC
Honors Seminars in Social Science are special one-unit intensive courses for academically accomplished students or those with the potential for high academic achievement. In these seminars, students will study topics in the movements, trends and philosophies found in the Social Sciences. Enrollment is limited to Honors Program students (see catalog). This course is the same as HONOR 370. This course, under either name, may be taken up to four times for credit on different topics. See “Cross-Listed Courses” in the catalog.

SOCSC 495
Independent Studies in Social Science  1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

SOCSC 499
Experimental Offering in Social Science  .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
**Program Description**
CRC offers courses in the study of human behavior in society. The discipline is concerned with the study of systems and how individuals live, work and interact within them.

**Career Opportunities**
- Sociologist
- Social Worker
- Instructor
- Probation Officer
- Employment Counselor
- Urban Planner

Some career choices may require courses beyond the Associate Degree.

**Highlights**
- Practical courses valuable to all students
- Well-trained and interesting instructional staff

**NOTE:**
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see [http://www.crc.losrios.edu/pslo](http://www.crc.losrios.edu/pslo)

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**SOCIOMETRY (SOC)**

**SOC 300**
*Introductory Sociology* 3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); CSU Area D0; IGETC Area 4J
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course is a study of human behavior in society, including social groups, culture, personality, social stratification, social change, collective behavior and social institutions.

**SOC 301**
*Social Problems* 3 Units
Prerequisite: None.
General Education: AA/AS Area V(b); CSU Area D0; IGETC Area 4J
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course is a survey of social problems in American society. It will examine their causes and evaluate proposed solutions. A special emphasis will be placed on local issues.

**SOC 305**
*Critical Thinking in the Social Sciences* 3 Units
Prerequisite: None.
Advisory: ENGWR 300 or the equivalent
General Education: AA/AS Area V(b); AA/AS Area II(b); CSU Area A3; CSU Area D7
Course Transferable to UC/CSU
Hours: 54 hours LEC

This course examines the definitional and contextual nature of social issues. It develops a "critical thinking" approach which integrates interdisciplinary principles and incorporates a comparative framework utilizing literary criticism, logic, argumentation, and persuasion to analyze and compare the content and validity of social problems. This course specifically explores how the media and scientific community collect, interpret, and report social data. Combining critical thinking techniques with the sociological perspective will help students to question the "taken-for-granted" assumptions that surround social phenomena and influence human behavior.
SOC 310  
Marriage and the Family  3 Units  
Prerequisite: None.  
Advisory: Eligibility for ENGWR 101  
General Education: AA/AS Area III(b); CSU Area E1  
Course Transferable to CSU  
Hours: 54 hours LEC  
This course will examine the social, psychological, historical and economic factors relating to the changing family, marriage, remarriage and significant relationships. Exploration of the changing gender roles, the meaning of love and sexuality, dating, communication skills and parenting will also be included.

SOC 321  
Race, Ethnicity and Inequality in the United States  3 Units  
Prerequisite: None.  
General Education: AA/AS Area V(b); AA/AS Area VI; CSU Area D3; IGETC Area 4J  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course is a social profile of major American minority groups. It examines the problems of minority assimilation into an "open" society and culture.

SOC 341  
Sex and Gender in the U.S.  3 Units  
Prerequisite: None.  
General Education: AA/AS Area V(b); CSU Area D4; IGETC Area 4D  
Course Transferable to UC/CSU  
Hours: 54 hours LEC  
This course provides a study of the changing roles of women and men in the US. Theories of women’s and men’s gender role socialization, gender related inequalities, health and body issues, and a current examination of the women’s and men’s movements will be explored.

SOC 495  
Independent Studies in Sociology  1-3 Units  
Prerequisite: None  
Course Transferable to CSU  
See UC Limitations & Counselor  
Hours: 18 hours LEC; 54 hours LAB

SOC 499  
Experimental Offering in Sociology  .5-4 Units  
Prerequisite: None  
Course Transferable to CSU  
See UC Limitations & Counselor  
Hours: 18 hours LEC; 54 hours LAB
DEGREE:
A.A.—Spanish

Program Description
CRC offers the basic grammar and conversation courses in Spanish. Students will be able to understand the spoken language, to speak with reasonable fluency, and to write at their speaking level.

Career Opportunities
Airlines/Travel
Bilingual Education/Teacher’s Aide
Emergency Services
Foreign Language Teacher
Intelligence/Military Service
IRS/State Franchise Tax Board
Social Security Officer
Translating & Interpreting
Overseas Employment:
Business & Commerce

Some Career Opportunities may require more than two years of college study.

Highlights
• Courses in Spanish
• Multimedia, interactive language lab with Internet capabilities
• Oral Proficiency Certification in Spanish

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor's degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A. Spanish
CODE #1537
This degree is designed to meet common lower division requirements for a major in Spanish in a four-year university. This will include the fundamentals of language learning, listening, speaking, reading, writing and culture.

REQUIRED PROGRAM

Core courses:
SPAN 401 Elementary Spanish (4)
SPAN 402 Elementary Spanish (4)
SPAN 411 Intermediate Spanish (4)
SPAN 412 Intermediate Spanish (4)
or SPAN 413 Spanish for Native Speakers I (4)
and SPAN 415 Spanish for Native Speakers II (4) .........., 8-16

Restricted Electives:
A minimum of ten (10) units from the following:.................10
SPAN 311 Conversational Spanish/Intermediate (2)
SPAN 312 Conversational Spanish/Intermediate (2)
SPAN 425 Advanced Reading and Conversation (3)
SPAN 426 Introduction to Mexican American Literature (3)
SPAN 427 Introduction to Spanish American Literature (3)
SOCSC 330 Mexican Americans in the U.S. (3)
SPAN 434 Spanish for the Professions - Intermediate (3)

TOTAL UNITS REQUIRED ................................................... 18-26

G.E. Graduation Requirements for this degree - See pages 20-21.

SPANISH (SPAN)

SPAN 101
Conversational Spanish, Elementary 3 Units
Prerequisite: None.
General Education: AA/AS Area I
Hours: 36 hours LEC; 54 hours LAB
This is a first semester introduction to the Spanish language. It is designed for beginning students with little or no previous exposure to the language. It is characterized by an emerging ability to understand and produce appropriate responses in high frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression is limited to short, culturally appropriate communication. Students will acquire a knowledge of the geography, culture and people of regions where Spanish is spoken and of Spanish-speakers’ contributions to North American and world cultures. This class consists of two hours lecture and one hour of laboratory work conducted in the classroom each week and two hours of laboratory work conducted in the Language Laboratory each week.
SPAN 102
Conversational Spanish, Elementary  3 Units
Prerequisite: SPAN 101 with a grade of "C" or better
General Education: AA/AS Area I
Hours: 36 hours LEC; 54 hours LAB
This is second semester Elementary Spanish. It is designed for students who have completed SPAN 101 or two years of high school Spanish. It provides refinement of skills begun in SPAN 101. Students will gain increased accuracy and ability to understand and produce appropriate responses in high frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communication on a broader scale than at the SPAN 101 level. Students will acquire a knowledge of the geography, culture and people of regions where Spanish is spoken and of Spanish-speakers' contribution to North American and world cultures. This class consists of two hours lecture and one hour of laboratory work conducted in the classroom each week and two hours of laboratory work conducted in the Language Laboratory each week.

SPAN 299
Experimental Offering in Spanish  .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

SPAN 311
Conversational Spanish, Intermediate  2 Units
Prerequisite: SPAN 102. Grade of "C" or better required to meet prerequisite.
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This is first semester Intermediate Spanish. It is designed for students who have completed SPAN 102 or three years of high school Spanish. This course provides refinement of skills attained in SPAN 102. Students will work toward the ability to create with the language without relying on learned responses, to understand main ideas in routine speech and to understand main ideas in written texts. Listening and reading comprehension continue to develop; speaking and writing will be comprehensible to a somewhat sympathetic native speaker. Students will develop the ability to respond in an unrehearsed manner on concrete topics in known situations. Written expression will meet limited personal needs in culturally appropriate language at a higher level of accuracy than found in 102. Students will continue acquisition of knowledge of geography, culture and people of regions where Spanish is spoken and of Spanish-speakers' contributions to North American and world cultures. This course will consist of one hour of lecture and two hours of laboratory work conducted in the classroom each week and one hour of laboratory work conducted in the Language Laboratory each week.

SPAN 401
Elementary Spanish  4 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 6A
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This is the first semester introduction to the Spanish language. It is designed for beginning students with little or no previous exposure to the language. It is characterized by an emerging ability to understand and produce appropriate responses in high frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression is limited to short, culturally appropriate communication. Students will acquire a knowledge of the geography, culture and people of regions where Spanish is spoken and of Spanish-speakers' contributions to North American and world cultures.

SPAN 402
Elementary Spanish  4 Units
Prerequisite: SPAN 401 with a grade of "C" or better
General Education: AA/AS Area I; CSU Area C2; IGETC Area 6A
Course Transferable to UC/CSU
See UC Limitations & Counselor
Hours: 54 hours LEC; 54 hours LAB
This is second semester Elementary Spanish. It is designed for students who have completed SPAN 401 or two years of high school Spanish. It provides refinement of skills begun in 401. Students will gain increased accuracy and ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communication on a broader scale than at the 401 level. Students will acquire a knowledge of the geography, culture and people of regions where Spanish is spoken and of Spanish-speakers' contribution to North American and world cultures.

SPAN 411
Intermediate Spanish  4 Units
Prerequisite: SPAN 402 with a grade of "C" or better
General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B; IGETC Area 6A
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This is first semester Intermediate Spanish. It is designed for students who have completed SPAN 402 or three years of high school Spanish. It provides refinement of skills attained in SPAN 402. Students will work toward the ability to create with the language without relying on learned responses, to understand main ideas in routine speech and to understand main ideas in written texts. Listening and reading comprehension continue to develop; speaking and writing will be comprehensible to a somewhat sympathetic native speaker. Students will develop the ability to respond in an unrehearsed manner on concrete topics in known situations. Written expression will meet limited personal needs and culturally appropriate language at a higher level of accuracy than found in SPAN 402. The student will continue acquisition of knowledge of geography, culture and people of regions where Spanish is spoken and of Spanish-speakers' contributions to North American and world cultures.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
<th>Prerequisites</th>
<th>General Education</th>
<th>Course Transferable to</th>
<th>Hours</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAN 412</td>
<td>Intermediate Spanish</td>
<td>4</td>
<td>Prerequisite: SPAN 411 with a grade of &quot;C&quot; or better</td>
<td>General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B</td>
<td>UC/CSU</td>
<td>54 LEC 54 LAB</td>
<td>This is second semester Intermediate Spanish. It is designed for students who have completed SPAN 411 or four years of high school Spanish. It provides continued development of skills attained in SPAN 411. The focus will be the development of written narratives and expository prose combined with increased cultural awareness. Emphasis will be on culturally authentic reading and writing through the introduction of basic literary analysis. Students will develop the ability to handle complicated situations using past and future time frames. Students will continue acquisition of knowledge of geography, culture and people of regions where Spanish is spoken and of Spanish-speakers' contributions to North American and world cultures.</td>
</tr>
<tr>
<td>SPAN 413</td>
<td>Spanish for Native Speakers I</td>
<td>4</td>
<td>Prerequisite: None.</td>
<td>General Education: AA/AS Area I; CSU Area C2; IGETC Area 6A</td>
<td>UC/CSU</td>
<td>72 LEC</td>
<td>This course offers the fundamentals of spoken and written Spanish for the native speaker of Spanish. It covers the structure of the language, oral communication, fundamentals of grammar and composition. Focus is placed primarily on the indicative tenses. The course also covers diacritical marks, like the accent mark, and their uses. In addition, the course introduces the student to the geography and culture of the Spanish speaking world. This course is conducted in Spanish.</td>
</tr>
<tr>
<td>SPAN 415</td>
<td>Spanish for Native Speakers II</td>
<td>4</td>
<td>Prerequisite: SPAN 413 with a grade of &quot;C&quot; or better</td>
<td>General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B</td>
<td>CSU</td>
<td>72 LEC</td>
<td>This course is a continuation of Spanish 413. It offers the fundamentals of spoken and written Spanish for the native speaker of Spanish. It covers the structure of the language, oral communication, fundamentals of grammar and composition. Focus is placed primarily on the conditional and subjunctive forms, the future tense, and the compound tenses. The course also covers diacritical marks, like the accent mark, and their uses. In addition, the course introduces the student to the geography and culture of the Spanish speaking world. This course is conducted in Spanish.</td>
</tr>
<tr>
<td>SPAN 425</td>
<td>Advanced Reading and Conversation</td>
<td>3</td>
<td>Prerequisite: SPAN 402 with a grade of &quot;C&quot; or better</td>
<td>General Education: AA/AS Area I; CSU Area C2; IGETC Area 3B</td>
<td>UC/CSU</td>
<td>54 LEC</td>
<td>Advanced reading and conversation in Spanish with emphasis on building vocabulary and review of grammar. Introduction to literature of the Hispanic world. May be taken two times for credit.</td>
</tr>
</tbody>
</table>
Program Description
These courses are designed for those students elected to student government positions. The Associated Student Government is recognized as the voice of students. Those enrolled in this program have a variety of opportunities to serve on the Student Senate, and/or any college committees.

Highlights
• Develop leadership skills by working with Student Development Office, Associated Student Government, and the Inter-Club Council
• Participate on college committees to help develop and determine policy as it relates to student issues
• Represent the student voice to the campus and community

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

STUDENT GOVERNMENT (SGVT)

SGVT 300
Introduction to Student Government 2 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This class provides a study of the legal, educational and philosophical basis of student government. May include travel to other campuses, area conferences and state conferences. Will include the opportunity to participate on faculty and administrative committees. Designed to teach leadership skills and to give practical experience in the field of student government. May be taken three times for credit.

SGVT 495
Independent Studies in Student Government 1-3 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB

SGVT 499
Experimental Offering in Student Government .5-4 Units
Prerequisite: None
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
DEGREE
A.A.—Television Production

CERTIFICATES
Cable Access Production
Television Production

Program Description
Designed to provide skills in television and film production through the preparation of videotapes for campus viewing and Cable TV. This option can lead to entry-level jobs in television, film, Cable TV, business and industry or for preparation for transfer to a four-year institution.

Career Opportunities
Camera Operator
Computer Graphic Artist
Tape or Non-Linear Video Editors
Technical Director;
Broadcast Technician
Production Assistant
DVD, TV, Film Producer/Director
Personal or Corporate Video

Some Career Opportunities may require more than two years of college study. Classes beyond the associate degree may be required to fulfill some Career Opportunities or for preparation for transfer to a university program.

Highlights
• Practical experience working in the campus television studio or at Access Sacramento
• Student film, music video and commercial opportunities
• Internship opportunities working in local television stations post-production facilities, and with independent film-makers
• Complete digital TV studio with four cameras, switcher, character generator and teleprompter
• State-of-the-art digital computer lab for graphics and non-linear editing, including Apple Final Cut Pro, DVD Studio Pro, Adobe Photoshop, Adobe Illustrator, After Effects and Newtek Lightwave 3-D

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A.—Television Production
CODE #1063

REQUIRED PROGRAM .......................................................... Units
RTVF 300 Mass Media & Society .................................................. 3
RTVF 330 Basic Film/Video Camera Techniques ................................. 3
RTVF 312 Radio Studio Operations .............................................. 3
RTVF 301 Introduction to Telecommunications .................................. 3
RTVF 370 Broadcast Writing and Announcing
or RTVF 380 Broadcast Journalism ............................................. 3
RTVF 331 Television Production ................................................. 3
RTVF 332 Advanced Television Production
(must be taken twice) .................................................................. 2, 2
RTVF 360 Introduction to Motion Graphics:
Adobe After Effects ...................................................................... 3

Plus six (6) units selected from: .................................................... 6
JOUR 150, 300;
MKT 310;
PHOTO 300, 301;

TOTAL UNITS REQUIRED .......................................................... 31

G.E. Graduation Requirements for this degree - See pages 20-21.

CERTIFICATE
Cable Access Production
CODE #1061

Short-term courses designed to enable students to gain skills in the operation and use of video/audio equipment and techniques.

REQUIRED PROGRAM .......................................................... Units
RTVF 334 Producing Your Cable TV Program .................................. 1
RTVF 336 Single Camera TV Production ......................................... 1
RTVF 347 Lighting for Video .......................................................... 1
RTVF 335 Videotape Editing for Cable TV ...................................... 1
RTVF 337 Multiple-Camera Studio Production .............................. 1
RTVF 379 Television Performance Techniques ............................... 1

Plus six (6) units selected from: .................................................... 6
RTVF 300, 301, 312, 314, 318, 344, 345, 348, 360, 361, 372, 374, 380

TOTAL UNITS REQUIRED .......................................................... 12

See Radio, Television and Film Production section for most class offerings.
CERTIFICATE  
Television Production  
CODE #1063

Designed to provide skills in television production through the preparation of videotapes for campus viewing and Cable TV, Internet or DVD. This option can lead to entry level jobs in television, Cable TV, business and industry or as preparation for transfer to a four-year institution.

<table>
<thead>
<tr>
<th>REQUIRED PROGRAM</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>RTVF 330</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 331</td>
<td>3</td>
</tr>
<tr>
<td>RTVF 332</td>
<td>2</td>
</tr>
<tr>
<td>RTVF 360</td>
<td>3</td>
</tr>
<tr>
<td>Plus six (6) units selected from:</td>
<td>6</td>
</tr>
</tbody>
</table>

TOTAL UNITS REQUIRED .......................................................... 17
DEGREE
A.A.—Theatre Arts

Program Description
The two-year program in Theatre Arts is designed to provide students with a broad spectrum of activities in all phases of play production. The basic program also provides an opportunity for specialization in acting or one of the technical areas of theatre work.

Career Opportunities
Acting
Design for the Theatre
Publicity and Public Relations
Teaching
Theatre Technician/Stage Management
Box Office Management

Some career choices may require courses beyond the Associate Degree.

Highlights
- Distinguished faculty with nationally renown professional experience in directing, playwriting and design, as well as considerable teaching experience on both the graduate and undergraduate levels in the UC system
- Visual and Performing Arts Complex which includes a 320-seat proscenium theatre and a 150-seat flexible space
- CRC’s Theatre Department includes River Stage, Sacramento’s critically acclaimed professionally-oriented theatre company
- Professional Acting Studio presently being developed in conjunction with River Stage, eventually to become a three-year program
- Work side-by-side with seasoned professional theatre artists
- Opportunity for advanced students to gain access to the finest four-year college and university theatre programs as well as internships in major regional theatres throughout the country

NOTE TO TRANSFER STUDENTS:
If you are interested in transferring to a four-year college or university to pursue a bachelor’s degree in this major, it is critical that you meet with a CRC counselor to select and plan the courses for your major. Schools vary widely in terms of the required preparation. The courses that CRC requires for an Associate’s degree in this major may be different from the requirements needed for the Bachelor’s degree.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

DEGREE
A.A.—Theatre Arts
CODE #1239

Required Program ................................................................. Units
TA 300 Introduction to the Theatre ........................................ 3
TA 302 History and Theory of the Theatre I ........................ 3
TA 303 History and Theory of the Theatre II ........................ 3
TA 340 Beginning Acting ...................................................... 3
TA 350 Theory and Techniques of Acting I ............................ 3
TA 420 Stagecraft .............................................................. 3
TA 422 Stage Lighting ........................................................ 3
TA 476 Fundamentals of Repertory Production (.5-6) and/or TA 460 Rehearsal and Performance (.5-3) and/or TA 407 Children’s Theatre (.5-3) .......................... 3

Plus nine (9) units selected from: ........................................ 9
TA 322 An American Musical: Stage and Film (3)
TA 323 From Stage to Screen: Production Design and Art Direction (3)
TA 351 Theory and Techniques of Acting II (3)
TA 360 Styles of Acting (3)
TA 401 Children’s Literature and Creative Drama (3)
TA 424 Advanced Technical Theatre (3-6)
TA 430 Costume Construction (3)
TA 440 Arts Management (3)

TOTAL UNITS REQUIRED .................................................... 33

G.E. Graduation Requirements for this degree - See pages 20-21.
THEATRE ARTS (TA)

TA 300
Introduction to the Theatre  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This class surveys the literary, cultural and historical aspects of theatre arts. It is an audience oriented, non-performance theatre arts course open to all students. Students will be required to see live theatrical productions as a part of this course. Students will have to purchase tickets to the plays and find their own transportation to the productions.

TA 302
History and Theory of the Theatre I  3 Units
Prerequisite: None.
General Education: IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a survey of the history of theatre from the Greeks through the 17th Century. The history and development of theatre and drama are studied in relationship to cultural, political and social conditions of the time. Plays are read for analysis of structure, plot, character and historical relevance. This course is recommended for students planning to major in Theatre, Humanities, English or Communication.

TA 303
History and Theory of the Theatre II  3 Units
Prerequisite: None.
General Education: IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course is a survey of the history of theatre from the 17th Century through modern times. This history and development of theatre and drama are studied in relationship to cultural, political and social conditions of the time. Plays are read for analysis of structure, plot, character and historical relevance. This course is recommended for students planning to major in Theatre, Humanities, English, or Communication.

TA 306
Diversity in American Drama (1960 to Present)  3 Units
Prerequisite: None.
General Education: AA/AS Area I; AA/AS Area VI; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This multicultural course surveys the theatrical expression of Native-American, African-American, Chicana/Chicano, and Asian-American theatre from 1960 to the present, including the social, political, cultural, and economic climate in which the theatre was created.

TA 322
An American Musical: Stage and Film  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course studies the transition of the Musical from its earliest incarnation to the latest Broadway and box office hits. This class will examine both production films (movies made of stage productions) and feature films to examine how the theatrical techniques of the Musical have been translated to the media of film.

TA 323
From Stage to Screen: Production Design and Art Direction  3 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C1; IGETC Area 3A
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course will examine the aesthetic design of films by looking at costume, scenery and prop design. Students will evaluate how the production design of a film helps to shape all of the other elements that make up the film. In the class we will examine how production design has been utilized to show the past, present and future as well as imaginary time periods. This class will draw upon theatrical design techniques and evaluate how those techniques have been used in film production.

TA 340
Beginning Acting  3 Units
Prerequisite: None
Course Transferable to UC/CSU
Hours: 36 hours LEC; 54 hours LAB
This course introduces the student to the basic art and craft of acting. Basic exercises in voice and diction, movement, and character will be utilized.

TA 350
Theory and Techniques of Acting I  3 Units
Prerequisite: TA 340 or 380 with a grade of "C" or better
General Education: AA/AS Area I; CSU Area C1
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course follows the Beginning Acting class and enables the student to utilize the simple learned skills and apply them to scene work on American realistic scenes and monologues. The emphasis will be placed on broadening the understanding of the acting process by exploring at least four characters during the semester, as well as observing the progress of other actors in the class. This course may be taken twice for credit.

TA 351
Theory and Techniques of Acting II  3 Units
Prerequisite: TA 350 or TA 381. Grade of "C" or better required to meet prerequisite.
Course Transferable to UC/CSU
Hours: 54 hours LEC
This course follows TA 350 and will enable the serious acting student to expand their skills that have been learned and apply them to an ongoing study of the craft of acting. The emphasis is placed on encouraging the actor to explore and expand the range and flexibility of their personal acting process, including acting for the camera. Students will explore at least four characters during the semester, as well as, observe progress of the other actors in the class. This course may be taken twice for credit.
TA 356  
Acting for the Camera I  3 Units  
Same As: RTVF 378  
Prerequisite: TA 350 with a grade of "C" or better  
General Education: CSU Area C1  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
Introductory course in the theory and techniques of acting for film and video, comparing the differences between stage acting and acting for the camera. Scenes and commercials enacted and played back on video tape for class critiquing. Students may wish to challenge the prerequisite on the basis of equivalent experience. This course is the same as RTVF 378, and only one may be taken for credit. See "Cross-Listed Courses" in the catalog.

TA 360  
Styles of Acting  3 Units  
Prerequisite: TA 351 or TA 382. Grade of "C" or better required to meet prerequisite.  
Course Transferable to UC/CSU  
Hours: 36 hours LEC; 54 hours LAB  
Students will study and practice different styles of acting from the ancient to modern times. The instructor may concentrate on selected periods. This course may be repeated twice for credit. Students may wish to challenge the prerequisite on the basis of equivalent experience.

TA 370  
Theatre Movement  2 Units  
Prerequisite: None  
Course Transferable to UC/CSU  
Hours: 18 hours LEC; 54 hours LAB  
This course is an active participation and performance experience designed to give students opportunities in discovering and solving movement tasks of the actor. The course incorporates exercises to expand the individual's movement for characters and scenes, as well as training in specific movement areas such as combat, period style, and dance. This course may be taken four times for credit.

TA 380  
Introductory Actors Studio  3 Units  
Prerequisite: None.  
Advisory: Audition/demonstrated acting skills  
General Education: AA/AS Area I  
Course Transferable to UC/CSU  
Hours: 36 hours LEC; 54 hours LAB  
A practical, performance-oriented course designed to introduce the career-oriented drama student to an integrated program of skills in actor training. Studies will include basic principles of acting, improvisation, voice and movement dynamics, and beginning scene study.

TA 381  
Beginning Acting Studio  3 Units  
Prerequisite: TA 380 or TA 340. Grade of "C" or better required to meet prerequisite.  
Advisory: Audition/demonstrated acting skills.  
Course Transferable to UC/CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course is a continuation of TA 380 offering a further examination of an integrated program of beginning skills in actor training for the career-oriented acting student. Studies will include audition techniques, beginning scene study, speech for the stage and dialects.

TA 382  
Intermediate Acting Studio  3 Units  
Prerequisite: TA 381 or TA 350. Grade of "C" or better required to meet prerequisite.  
Advisory: Audition/demonstrated acting skills.  
Course Transferable to UC/CSU  
Hours: 36 hours LEC; 54 hours LAB  
A practical, performance-oriented course designed to introduce the career-oriented drama student to an integrated program of intermediate skills in actor training. Studies will include audition techniques and Shakespeare scene study, intermediate scene study and project work in one or more classic styles.

TA 383  
Advanced Acting Studio  3 Units  
Prerequisite: TA 382 or TA 351. Grade of "C" or better required to meet prerequisite.  
Advisory: Audition/demonstrated acting skills.  
Course Transferable to UC/CSU  
Hours: 36 hours LEC; 54 hours LAB  
This course is a continuation of TA 382 offering a further examination of an integrated program of advanced skills in actor training for the career-oriented acting student. Studies will include advanced scene study and project work, advanced audition techniques, and acting for the camera.

TA 384  
Advanced Scene Study Workshop  3 Units  
Prerequisite: TA 383 or TA 360. Grade of "C" or better required to meet prerequisite.  
Advisory: Audition/demonstrated acting skills.  
Course Transferable to CSU  
Hours: 36 hours LEC; 54 hours LAB  
This advanced skills course for the experienced actor which concentrates on developing and expanding the range and power of the actor's work. Actors will be individually directed through a series of scenes and audition monologues.

TA 401  
Children's Literature and Creative Drama  3 Units  
Prerequisite: None.  
General Education: AA/AS Area I; CSU Area C1  
Course Transferable to CSU  
Hours: 45 hours LEC; 27 hours LAB  
This course examines teaching strategies and techniques for introducing children to theatre. This is not a class for children, rather a class for educators service providers for children, and recreation majors. This course will introduce the students to children's theatre. This will be accomplished both through the study of contemporary children's theatre scripts as well as hands on exercises dealing with the methodology of presenting theatre for children (including mask making, puppetry, and creative drama techniques).
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Units</th>
<th>Prerequisite</th>
<th>General Education</th>
<th>Course Transferable to</th>
<th>Hours</th>
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<tbody>
<tr>
<td>TA 407</td>
<td>Children's Theatre</td>
<td>.5-3</td>
<td>None</td>
<td>AA/AS Area I</td>
<td>CSU</td>
<td>36 hours LEC; 54 hours LAB</td>
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<td>This course will explore Children's Theatre through dramatic presentations of fiction, drama, and poetry for an audience of children or young people. It will provide the opportunity to analyze and experience the production process from script to stage. Participants will create a touring children's theatre production. No prior theatrical experience is required. For theatre, education, early childhood education and recreation majors who wish to explore theatre from a production rather than audience standpoint. This course may be taken for up to 12 units.</td>
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<td>TA 420</td>
<td>Stagecraft</td>
<td>3</td>
<td>None</td>
<td></td>
<td>UC/CSU</td>
<td>36 hours LEC; 54 hours LAB</td>
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<td>This course covers the basic materials used in the construction of scenery and properties. Also included are construction and painting techniques; kinds of scenery and backstage organization are explored through a combination of lecture and practical experience gained by working on department productions.</td>
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<td>TA 422</td>
<td>Stage Lighting</td>
<td>3</td>
<td>None</td>
<td></td>
<td>UC/CSU</td>
<td>36 hours LEC; 54 hours LAB</td>
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<td>This course includes the design and function of stage lighting; classification of modern equipment and methods of control; the psychology of using color in light; and operation of sound and recording equipment. Students learn to utilize equipment needed for the dramatic productions at the college.</td>
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<td>TA 424</td>
<td>Advanced Technical Theatre</td>
<td>3</td>
<td>TA 420 and 422</td>
<td></td>
<td>CSU</td>
<td>36 hours LEC; 54 hours LAB</td>
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<td>Advanced study dealing with technical theatre production techniques and design in the areas of scenery, props, lighting, sound, scenic painting, rigging, costumes or stage management and costumes, through individual projects and participation in major productions. This course may be taken two times for credit.</td>
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<td>TA 430</td>
<td>Costume Construction</td>
<td>3</td>
<td>None</td>
<td></td>
<td>UC/CSU</td>
<td>36 hours LEC; 54 hours LAB</td>
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<td>In addition to constructing costumes for the Theatre Arts productions, students will learn techniques of pattern drafting and sewing for stage use. Basic elements of color, design, and if applicable, period styles will be explored. This course may be taken two times for credit.</td>
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<td>TA 440</td>
<td>Arts Management</td>
<td>3</td>
<td>None</td>
<td></td>
<td>CSU</td>
<td>36 hours LEC; 54 hours LAB</td>
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<td>This is a general survey class in arts management with emphasis on organization, marketing/development, and financial management. Field work will include projects with an existing arts organization.</td>
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<td>TA 460</td>
<td>Rehearsal and Performance</td>
<td>.5-3</td>
<td>Ability to perform in current production as determined by audition, or to work backstage as determined by the requirements of the production.</td>
<td>CSU Area C1</td>
<td>UC/CSU</td>
<td>162 hours LAB</td>
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<td>This course is a workshop experience for students in theatre. All students performing or working backstage in productions may enroll in this class for one-half to three units at the discretion of the instructor. The course may be repeated for a maximum of twelve units. Students may enroll in this class after the close of late registration at the discretion of the instructor.</td>
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<td>TA 476</td>
<td>Fundamentals of Repertory Production</td>
<td>.5-6</td>
<td>None</td>
<td></td>
<td>CSU</td>
<td>54 hours LEC; 108 hours LAB</td>
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<td>This course provides for participation in one or more River Stage productions and includes lecture regarding essential theatre production information. It also includes, depending upon the number of units taken, working in areas of the theatre including front of house, (i.e. house management, ushering, concessions, lobby display and box office assistance), stage management, directorial assistance and various duties related to running production (or productions). The course alternates between the regular class meeting times and attendance at the production(s). During production regular weekly meetings are changed to conform to the performance schedule. Fulfillment of this course in lab as an actor requires being cast through the audition process. This course may be repeated for a maximum of twelve units.</td>
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<td>TA 494</td>
<td>Topics in Theatre Arts</td>
<td>.5-4</td>
<td>None</td>
<td></td>
<td>UC/CSU</td>
<td>18 hours LEC; 54 hours LAB</td>
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<td>This course is designed to give students an opportunity to study a variety of topics dealing with performance and/or production aspects of theatre not included in current course offerings. This course may be repeated for credit, providing there is no duplication of topics.</td>
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<td>TA 495</td>
<td>Independent Studies in Theatre Arts</td>
<td>1-3</td>
<td>None</td>
<td></td>
<td>CSU</td>
<td>18 hours LEC; 54 hours LAB</td>
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TA 498
Work Experience in Theatre Arts 1-4 Units
Prerequisite: None.
Course Transferable to CSU
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

TA 499
Experimental Offering in Theatre Arts .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
Veterinary Technology
Careers & Technology

DEGREE
A.S.—Veterinary Technology

CERTIFICATE
Veterinary Technology

Program Description
CRC’s Veterinary Technology program is designed to provide the student with the skills and knowledge necessary to pursue a career as a Registered Veterinary Technician. The program offers a rigorous yet rewarding academic curriculum while simultaneously providing ample hands-on experience. The student will gain a working knowledge of animal behavior, restraint, nutrition and nursing. The curriculum will include, but not be restricted to, the performance of emergency care, anesthesia, dental care, surgical assistance and laboratory procedures.

Registered Veterinary Technicians (RVTs) (previously known as Animal Health Technicians) are trained professionals who work as highly skilled assistants to veterinarians and researchers. Their knowledge and skills have led to their being desirable employees in a variety of related fields.

Most states (including California) require official licensing or certification of RVTs. In California certification is accomplished by:
• completion of an educational curriculum
• achievement of a passing score on a state board exam

Career Opportunities
Private Veterinary Practice Zoos/Wild Animal Parks
Pharmaceutical Industry Veterinary Supplies Sales
Diagnostic Laboratories Military Service
Education Biomedical Research
Humane Societies/Animal Control Regulatory Veterinary Medicine
Livestock Health Management

Highlights
• One of only six programs in California that has earned accreditation by the American Veterinary Medical Association
• Acceptance of degree by examining boards in states other than California
• High-quality training recognized by local employers
• Excellent record of students passing state board exams
• On-the-job training and future job placement opportunities

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

Dean
Patrick Blacklock
Phone (916) 691-7391
Area Office T 108

Counseling
(916) 691-7316
Cooperative Work Experience
(916) 691-7372

DEGREE
A.S.—Veterinary Technology
CODE #1017

Enrollment Eligibility:
To be eligible for enrollment in the program, the student must meet the following criteria:
• Completion of BIOL 400 or BIOL 401 with a grade of "C" or better.
• Completion of CHEM 305 or CHEM 307 with a grade of "C" or better.
• Completion of a pre-enrollment form (includes official copies of a college transcripts) received by May 15 for the following Fall Semester.

Forms are available from the Careers and Technology Division office or apply online at http://crc.losrios.edu/Academic_Depts/Careers_and_Technology/Veterinary_Technology/Application.htm

Only completed application packets will be considered. Completed applications must include all official college transcripts. Grades in progress will be accepted. Transcripts must be submitted as soon as they are available. Refer to current information sheet.

• AVMA requires that all applicants for enrollment must have a high school diploma or G.E.D.

Enrollment Process:
Eligible students are selected for the program according to the following steps:
• Only students who meet the pre-enrollment requirements will be considered for the program.
• Selection will be based on a random lottery process, should the number of qualified applicants exceed available spaces in the program.

Upon completion of an A.S. degree in this field, the student will be fully eligible to take the State Board examination to become registered as a Veterinary Technician.

IMPORTANT NOTE TO STUDENTS
In order to ensure that prerequisites for subsequent courses are met and to allow completion of course work in four semesters, the student must adhere to the following schedule.

NOTE: VT courses are offered only once per year - spring or fall semester.

REQUIRED PROGRAM.........................................................Units

First Year (Fall)
BIOL 440* General Microbiology .................................4
VT 100 Introduction to Veterinary Technology ................3
VT 111 Anatomy-Physiology of Animals .........................4

First Year (Spring)
VT 152 Introduction to Laboratory Animals and Caged Birds 2
VT 110 Veterinary Office Practice ...............................3
VT 113 Clinical Laboratory Techniques for Veterinary Technicians 4
Second Year (Fall)
VT 120  Pharmacology and Anesthesiology for the Veterinary Technician .........................4
VT 122  Animal Disease: Pathology .................................................3
VT 126  Dentistry for the Veterinary Technician ........................................1.5

Second Year (Spring)
VT 298  Work Experience in Veterinary Technology .................................2
VT 130  Advanced Veterinary Technology .................................................4
VT 131  Introduction to Diagnostic Imaging .................................................3
VT 134  Large Animal Nursing ..........................................................1.5
TOTAL UNITS REQUIRED ....................................................................39

Suggested Electives:
AH 10; NUTRI 300; PSYC 300

G.E. Graduation Requirements for this degree - See pages 20-21.

* BIOL 440 may be taken Fall or Spring semester of the first year.

With the exception of VT 110, all courses are pre- or co-requisites for the subsequent semester’s courses. Failure to complete a course successfully will therefore delay progress through the program. VT 298, Work Experience, can be taken any semester after completion of VT 113.

CERTIFICATE
Veterinary Technology
CODE #1017

Enrollment Eligibility:
To be eligible for enrollment in the program, the student must meet the following criteria:
- Completion of BIOL 400 or BIOL 401 with a grade of "C" or better.
- Completion of CHEM 305 or CHEM 307 with a grade of "C" or better.
- Completion of a pre-enrollment form (includes official copies of all college transcripts) received by May 15 for the following Fall Semester.

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Only completed application packets will be considered. Completed applications must include all official college transcripts. Grades in progress will be accepted. Transcripts must be submitted as soon as they are available. Refer to current information sheet.

- AVMA requires that all applicants for enrollment must have a high school diploma or G.E.D.

Enrollment Process:
Eligible students are selected for the program according to the following steps:
- Only students who meet the pre-enrollment requirements will be considered for the program.
- Selection will be based on a random lottery process, should the number of qualified applicants exceed available spaces in the program.

This certificate is designed for students with three years of verifiable full-time experience working as an unregistered veterinary assistant. Upon completion of this certificate program, and three years clinical experience, the student will be fully eligible to take the State Board examination to become registered as a Veterinary Technician.

REQUIRED PROGRAM ................................................................... Units
First Year (Fall)
VT 100  Introduction to Veterinary Technology ...........................................3
VT 111  Anatomy-Physiology of Animals ...................................................4
BIOL 440  General Microbiology ..............................................................4

First Year (Spring)
VT 110  Veterinary Office Practice .......................................................3
VT 113  Clinical Laboratory Techniques for Veterinary Technicians .................4
VT 152  Intro to Laboratory Animals and Caged Birds .............................2

Second year (Fall)
VT 120  Pharmacology and Anesthesiology for the Veterinary Technician ........4
VT 122  Animal Disease: Pathology ............................................................3
VT 126  Dentistry for the Veterinary Technician ...........................................1.5

Second Year (Spring)
VT 130  Advanced Veterinary Technology .................................................4
VT 131  Introduction to Diagnostic Imaging .................................................3
VT 134  Large Animal Nursing ..............................................................1.5
TOTAL UNITS REQUIRED ..................................................................37
**VETERINARY TECHNOLOGY (VT)**

**VT 100**
**Introduction to Veterinary Technology** 3 Units
Prerequisite: None
Enrollment Limitation: Students must complete the pre-enrollment process.
Hours: 36 hours LEC; 54 hours LAB
This is an orientation course which reviews the history, training and career opportunities pertaining to Registered Veterinary Technicians. Animal behavior, handling, training and restraint will be thoroughly presented and discussed in the lecture periods. Laboratories will provide opportunities for students to gain hands-on experience with domestic, farm, laboratory and non-domestic animal species (when they are available). Students will be introduced to the medical terminology common to the animal health care field. Enrollment in this course limited to students admitted through the pre-enrollment process.

**VT 110**
**Veterinary Office Practice** 3 Units
Prerequisite: None
Advisory: Completion of or concurrent enrollment in CISC 302.
Enrollment Limitation: Student must complete pre-enrollment process.
Hours: 36 hours LEC; 54 hours LAB
A practice-oriented course that includes hospital and clinic management procedures, business and professional aspects of practice, ethical and legal considerations for the Registered Veterinary Technician and his/her employer. Students will be introduced to OSHA requirements and regulations as they pertain to veterinary hospitals. Assignments in medical terminology will be given. Enrollment in this course limited to students admitted through the pre-enrollment process.

**VT 111**
**Anatomy-Physiology of Animals** 4 Units
Prerequisite: BIOL 400 or 401, AND CHEM 305 or 307
Corequisite: Concurrent enrollment in VT 100 (may be taken previously)
Hours: 54 hours LEC; 72 hours LAB
This course is a study of the basic anatomy and physiology of common domestic animals, specifically dogs, cats, horses, swine and ruminants. The information will be organized according to body systems. Within each system, the variation between species will be explored. Whenever possible, topics will be related to pertinent veterinary situations. (Note: Laboratory periods will include dissection of cadavers) Students will also be required to spend 2-6hrs /week during assigned times in the care of the colony animals. Time may include weekends and holidays as well as semester break.

**VT 113**
**Clinical Laboratory Techniques for Veterinary Technicians** 4 Units
Prerequisite: VT 111. Grade of "C" or better required to meet prerequisite.
Hours: 54 hours LEC; 72 hours LAB
This course will cover the basic clinical laboratory skills needed by Registered Veterinary Technicians. Subjects included will be parasitology, cytology, urinanalysis, bacteriology and an introduction to hematology. Both normal and abnormal values for various species of animals will be covered. Students will gain additional hands-on experience as they learn to restrain the animals for specimen collection procedures. Office procedures as they pertain to clinical laboratory work will be included: filing, recordkeeping, telephone reports, etc. Students will be required to spend 2-6 hrs/week during assigned times in the care of the colony animals. Time may include weekends and holidays as well as semester break.

**VT 120**
**Pharmacology and Anesthesiology for the Veterinary Technician** 4 Units
Prerequisite: VT 111 and 113 with grades of "C" or better
Hours: 54 hours LEC; 72 hours LAB
This course will lay the foundation for the students’ understanding of pharmacological agents. Drugs will be discussed according to classification, action, method of administration and dispensing (including procedures for scheduled drugs). Injectable and inhalation anesthetic agents will be discussed and demonstrated during surgical laboratory exercises. Students will have an opportunity to work with two types of inhalation anesthetic agents. All students will rotate through various surgical positions where they will enhance their knowledge of equipment and job tasks required of the surgical assistant and anesthesia monitor. Students will learn intravenous catheterization and fluid therapy. Students will be required to spend 2-6hrs /week during assigned times in the care of the colony animals. Time may include weekends and holidays as well as semester break. Students will also be assigned a dog and cat which will require an additional 140 min/wk for obedience training, socialization and grooming.

**VT 122**
**Animal Disease: Pathology** 3 Units
Prerequisite: VT 111 and 113 with grades of "C" or better
Corequisite: BIOL 400 (may be taken previously)
Hours: 54 hours LEC
A course of study designed to acquaint the Veterinary Technician trainee with the many varied disease entities seen in the animal health field. While most of the diseases discussed will be those of the common small animals, some problems of exotic and laboratory animal species will also be investigated. There will be exposure to such areas of study as etiology, pathogenesis, symptomatology and control of disease. Necropsy demonstrations will be provided as visual aids to the textbook study.
VT 123
Large Animal Disease: Pathology 3 Units
Prerequisite: VT 111 and 113 with grades of "C" or better
Corequisite: BIOL 440 (may be taken previously)
Hours: 54 hours LEC
A course of study designed to acquaint the Veterinary Technician trainee with the many varied large animal disease entities seen in the animal health field. While most of the diseases discussed will be those of the common large domestic animals, some emerging and foreign animal diseases will be investigated with an emphasis on public health concerns. There will be exposure to such areas of study as etiology, pathogenesis, symptomatology and control of disease. Course will cover mechanisms of protecting the nation’s food supply through herd health disease prevention and control programs for zoonotic diseases.

VT 126
Dentistry for the Veterinary Technician 1.5 Units
Prerequisite: None
Corequisite: VT 120.
Hours: 18 hours LEC; 27 hours LAB
This course will prepare the student for all aspects of veterinary diagnostics and prophylaxis in dogs and cats appropriate to the veterinary technician. It will include instruction in dental charting, radiography, prophylaxis and extractions. Students will perform dental radiography and prophylaxis on anesthetized animals.

VT 130
Advanced Veterinary Technology 4 Units
Prerequisite: VT 120. Grade of "C" or better required to meet prerequisite.
Hours: 54 hours LEC; 72 hours LAB
This course includes instruction in abnormal hematology, an introduction to bone marrow evaluation, veterinary nutrition, dentistry, and emergency patient care. The student is also instructed in multiple aspects of small animal, laboratory animal, and non-domestic animal nursing techniques. Students will be required to spend 2-6 hrs/week during assigned times in the care of the colony animals. Time may include weekends and holidays as well as semester break. Students will also be assigned a dog and cat which will require an additional 140 min/week for obedience training, socialization and grooming.

VT 131
Introduction to Diagnostic Imaging 3 Units
Prerequisite: VT 120 and 122. Grade of "C" or better required to meet prerequisite.
Hours: 36 hours LEC; 54 hours LAB
This course is designed to meet the needs of the Registered Veterinary Technician who will be working for veterinarians in private practice, animal research laboratories, private and state industrial or educational institutions. The course covers safety procedures, rules, regulations, x-ray production and theory and specific techniques associated with the use of x-ray equipment. It includes positioning techniques for various animal species as well as radiograph developing techniques and basic x-ray theory. Alternate imaging modalities are introduced and their use in veterinary medicine described. Emphasis is placed on the theory of diagnostic ultrasound and its use in veterinary medicine.

VT 134
Large Animal Nursing 1.5 Units
Prerequisite: VT 111 and 113. Grade of "C" or better required to meet prerequisite.
Hours: 18 hours LEC; 27 hours LAB
A course in restraint, behavior, anesthesia and nursing care of ruminant and equine animals, including hands-on experience with these species. Some routine medically-oriented management procedures, such as ruminant dehorning, will also be covered. In addition to lecture presentations, students will train at off-campus sites in procedures such as venipuncture, tail and leg wrapping, administration of injectable and oral medication and intravenous catheterization. The student will also receive instruction in the use of restraint equipment and techniques in the use of equipment for obstetrical examination, and in the administration of anesthesia.

VT 152
Introduction to Laboratory Animals and Caged Birds 2 Units
Prerequisite: None
Corequisite: VT 100 (may be taken previously). Grade of "C" or better required to meet corequisite.
Hours: 27 hours LEC; 27 hours LAB
This course is designed to expand upon the brief introduction the veterinary technology student has had to caged birds and laboratory animals. The student will have more hands-on exposure to laboratory animals and caged birds (e.g. specimen collection, anesthesia, etc.) thereby increasing their understanding of laboratory animal care maintenance requirements. Greater emphasis will be placed on obtaining handling skills. This course will provide information and handling skills which will help the student prepare for AALAS certification.

VT 295
Independent Studies in Veterinary Technology 1-3 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

VT 298
Work Experience in Veterinary Technology 1-4 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Hours: 300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

VT 299
Experimental Offering in Veterinary Technology .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
Program Description
CRC offers the basic grammar and conversation courses in Vietnamese. Students will be able to understand the spoken language, to speak with reasonable fluency, and to write at their speaking level.

Career Opportunities
Airlines/Travel
Bilingual Education/Teacher’s Aide
Emergency Services
Foreign Language Teacher
Intelligence/Military Service
IRS/State Franchise Tax Board
Social Security Officer
Translating & Interpreting
Overseas Employment:
Business & Commerce

Some Career Opportunities may require more than two years of college study.

Highlights
• Courses in Vietnamese
• Multimedia, interactive language lab with Internet capabilities
• Internationally trained faculty and staff
• Oral Proficiency Certification in Vietnamese

Native speakers of any of the languages offered in the department who have high school-equivalent reading and writing skills in their native language should enroll in the 411 (2A) level course (or above) of their native language.

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

VIETNAMESE (VIET)

VIET 101
Conversational Vietnamese, Elementary  3 Units
Prerequisite: None.
General Education: AA/AS Area I
Hours: 36 hours LEC; 54 hours LAB
This is a first semester introduction to the Vietnamese language. It is designed for beginning students with little or no previous exposure to the language. It is characterized by an emerging ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression is limited to short, culturally appropriate communication. Students will acquire a knowledge of the geography, culture and people of regions where Vietnamese is spoken and of Vietnamese-speakers’ contributions to North American and world cultures. This class consists of two hours lecture and one hour of laboratory work conducted in the classroom each week and two hours of laboratory work conducted in the Language Laboratory each week.

VIET 102
Conversational Vietnamese, Elementary  3 Units
Prerequisite: VIET 101 with a grade of “C” or better
General Education: AA/AS Area I
Hours: 36 hours LEC; 54 hours LAB
This is second semester Elementary Vietnamese. It is designed for students who have completed VIET 101 or two years of high school Vietnamese. It provides refinement of skills begun in 101. Students will gain increased accuracy and ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communication on a broader scale than at the 101 level. Students will acquire a knowledge of the geography, culture and people of regions where Vietnamese is spoken and of Vietnamese-speakers’ contributions to North American and world cultures. This class consists of two hours lecture and one hour of laboratory work conducted in the classroom each week and two hours of laboratory work conducted in the Language Laboratory each week.
VIET 299
Experimental Offering in Vietnamese .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

VIET 311
Conversational Vietnamese, Intermediate 2 Units
Prerequisite: VIET 102 with a grade of "C" or better
General Education: CSU Area C2
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This course will provide continued refinement of the Novice Mid and High level skills attained in 102 while helping the student work toward the Intermediate Low to Mid levels, which are characterized by increased student ability to create with the language without relying on learned responses; to understand main ideas in routine speech, in face-to-face conversations, in simple announcements and media reports; and to understand main ideas in written texts dealing with the immediate environment. While listening and speaking continue to develop, reading and writing are increasingly stressed. Speaking and writing will be comprehensible to a somewhat sympathetic native listener and reader and will include the ability to respond in an unrehearsed manner on concrete topics in known situations. Written expression will demonstrate the ability to meet limited personal needs such as short messages and the capacity to create with culturally appropriate language within the immediate environment at a fairly high level of accuracy on a broader scale of topics than that found at the 102 level. This course will provide increased knowledge of geography, an awareness of cultural norms and an appreciation for the culture and people of regions where Vietnamese is spoken and for Vietnamese speakers' contributions to North American and world-wide culture. This course will consist of one hour of lecture and two hours of laboratory work conducted in the classroom and one hour of laboratory work conducted in the Language Laboratory per week.

VIET 312
Conversational Vietnamese, Intermediate 2 Units
Prerequisite: VIET 311 or 411 with a grade of "C" or better
General Education: CSU Area C2
Course Transferable to CSU
Hours: 18 hours LEC; 54 hours LAB
This is second semester Intermediate Vietnamese. It is designed for students who have completed Vietnamese 311 or four years of high school Vietnamese. It provides continued development of skills attained in 311. The focus will be the development of written narratives and expository prose combined with increased cultural awareness. Emphasis will be placed on culturally authentic reading and writing through the introduction of basic literary analysis. Students will develop the ability to handle complicated situations using past and future time frames. Students will continue acquisition of knowledge of geography, culture and people of regions where Vietnamese is spoken and of Vietnamese-speakers' contributions to North American and world cultures. This course will consist of one hour of lecture and two hours of laboratory work conducted in the classroom each week and one hour of laboratory work conducted in the Language Laboratory each week.

VIET 401
Elementary Vietnamese 4 Units
Prerequisite: None.
General Education: AA/AS Area I; CSU Area C2; IGETC Area 6A
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This course will provide an introduction to the Vietnamese language at the Novice Low Level, which is characterized by an emerging ability to understand and produce appropriate responses in high-frequency situations utilizing learned materials, standardized messages, phrases and expression including numbers, dates, days, weather, foods and Vietnamese names. Speaking and writing will be comprehensible to a sympathetic listener, including a native speaker used to interacting with non-native speakers. Verbal and written expression is limited to short, culturally appropriate communication including kinship terms and nouns of address. Students will acquire knowledge and an appreciation of a geography, culture and people of regions where Vietnamese is spoken and of Vietnamese-speakers' contributions to North American and world-wide cultures.

VIET 402
Elementary Vietnamese 4 Units
Prerequisite: VIET 401 with a grade of "C" or better
General Education: AA/AS Area I; CSU Area C2; IGETC Area 6A
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This is second semester Elementary Vietnamese. It is designed for students who have completed VIET 401 or two years of high school Vietnamese. It provides refinement of skills begun in 401. Students will gain increased accuracy and ability to understand and produce appropriate responses in high frequency situations utilizing learned materials. Speaking and writing will be comprehensible to a sympathetic listener. Verbal and written expression will be limited to short, culturally appropriate communication on a broader scale than at the 401 level. Students will acquire a knowledge of the geography, culture and people of regions where Vietnamese is spoken and of Vietnamese-speakers' contributions to North American and world cultures.

VIET 411
Intermediate Vietnamese 4 Units
Prerequisite: VIET 402 with a grade of "C" or better
General Education: AA/AS Area I; CSU Area C2; IGETC Area 6A
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This is first semester Intermediate Vietnamese. It is designed for students who have completed Vietnamese 1B or three years of high school Vietnamese. It provides refinement of skills attained in 402. Students will work toward the ability to create with the language without relying on learned responses, to understand main ideas in routine speech and to understand main ideas in written texts. Listening and reading comprehension continue to develop; speaking and writing will be comprehensible to a somewhat sympathetic native speaker. Students will develop the ability to respond in an unrehearsed manner on concrete topics in known situations. Written expression will meet limited personal needs in culturally-appropriate language at a higher level of accuracy than found in 402. Students will continue acquisition of knowledge of geography, culture and people of regions where Vietnamese is spoken and of Vietnamese-speakers' contributions to North American and world cultures.
VIET 412
Intermediate Vietnamese 4 Units
Prerequisite: VIET 411 with a grade of "C" or better
General Education: AA/AS Area I; IGETC Area 3B; IGETC Area 6A
Course Transferable to UC/CSU
Hours: 54 hours LEC; 54 hours LAB
This is second semester Intermediate Vietnamese. It is designed for students who have completed Vietnamese 411 or four years of high school Vietnamese. It provides continued development of skills attained in 411. The focus will be the development of written narratives and expository prose combined with increased cultural awareness. Emphasis will be placed on culturally authentic reading and writing through the introduction of basic literary analysis. Students will develop the ability to handle complicated situations using past and future time frames. Students will continue acquisition of knowledge of geography, culture and people of regions where Vietnamese is spoken and of Vietnamese-speakers’ contributions to North American and world cultures.

VIET 495
Independent Studies in Vietnamese 1-3 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB

VIET 499
Experimental Offering in Vietnamese .5-4 Units
Prerequisite: None
Course Transferable to CSU
See UC Limitations & Counselor
Hours: 18 hours LEC; 54 hours LAB
CERTIFICATE
Welding

Program Description
This certificate can be used in conjunction with other technology areas such as:
- Automotive Mechanics Technology
- Building Inspection Technology
- Construction Management Technology

The CRC welding program is designed for students interested in seeking employment or advancing employment in welding fabrication and industrial repairs.

Current job statistics show a long-term and growing industry demand for skilled welders with very good pay for those with experience.

Welding encompasses study in electrical, metallurgy, chemistry, physics, design, and mechanical engineering.

Career Opportunities
- Welding Technician
- Inspection
- Welding Engineering
- Home/Handicraft & Hobby
- Trucking & Automotives

Sales
- Supervision & Management
- Sculpting
- Construction

Highlights
- Classes for beginning and advanced welders
- Certification from the American Welding Society
- Hands-on experience and opportunities for participation in student projects

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

CERTIFICATE
Welding
CODE #1245

REQUIRED PROGRAM .......................................................... Units
WELD 100 Introduction to Welding ........................................3
WELD 110* Adv SMAW and Semi-Automatic Process .......3, 3
WELD 114 Preparation For Welding Certification .................2
WELD 290 Advanced Student Projects................................2

Plus three (3) units selected from: .............................................3
MATH 20
WELD 112
CMT 300, or any Automotive Mechanics Technology class (3)

TOTAL UNITS REQUIRED .........................................................16

* 3 unit course to be taken twice for credit.

WELDING (WELD)

WELD 100
Introduction to Welding 3 Units
Prerequisite: None
Hours: 36 hours LEC; 54 hours LAB
An introductory course that covers the theory and techniques of operating electric arc welding machines, stick electrode Shielded Metal Arc Welding (SMAW), oxy-acetylene burning and welding, brazing and heat treating. The course also includes a review of power sources, joint design, metals, welding symbols and welding techniques.

WELD 110
Advanced SMAW and Semi-Automatic Process 3 Units
Prerequisite: None
Advisory: WELD 100.
Hours: 36 hours LEC; 54 hours LAB
Specialized training for welding technicians emphasizing proficiency in out-of-position in Shielded Metal Arc Welding (SMAW), oxy-acetylene burning and welding, brazing and heat treating. The course also covers settings up the equipment and metallurgy will also be covered. Course may be taken two times for credit.
WELD 112
TIG, Other Ferrous and Non-Ferrous Welding  3 Units
Prerequisite: None
Advisory: WELD 100.
Hours: 36 hours LEC; 54 hours LAB
This course covers tungsten inert gas welding of aluminum, stainless and other metals used in industry. Course covers equipment set-up, electrode selection, joint design and aluminum wire feed. Other welding techniques covered are welding cast irons, hardfacing, air arc and welding non-ferrous metals.

WELD 114
Preparation for Welding Certification  2 Units
Prerequisite: None
Advisory: WELD 100 and completion of or concurrent enrollment in WELD 110 or 112.
Hours: 18 hours LEC; 54 hours LAB
This course covers groove and fillet welds encountered in general fabrication. Both of these are included in the welding procedure qualification test. Qualification with groove welds qualifies for both groove and fillet welds. The processes covered are Shielded Metal Arc Welding (SMAW), Gas Metallic Arc Welding (GMAW) and Flux-Cored Arc Welding (FCAW). All positions of welding will be performed in these processes. Prepares students for American Welding Society (AWS) certification tests. Course may be taken two times for credit.

WELD 298
Work Experience in Welding  1-4 Units
Prerequisite: None
Hours: 60-300 hours LAB
This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

WELD 299
Experimental Offering in Welding  .5-4 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB

WELD 290
Advanced Student Projects  2 Units
Prerequisite: None
Advisory: WELD 100.
Hours: 108 hours LAB
Opportunity for students to pursue advanced projects which are selected by the department. May be taken two times for credit.

WELD 294
Topics in Welding  .5-5 Units
Prerequisite: None
Hours: 54 hours LEC; 108 hours LAB
Individualized course developed in cooperation with industry to meet specialized training needs. May be taken two times for credit.

WELD 295
Independent Studies in Welding  1-3 Units
Prerequisite: None
Hours: 18 hours LEC; 54 hours LAB
Program Description
Cooperative Work Experience Education (Co-op) is a unique, experiential, academic program that allows individuals to apply what they’ve learned in the classroom to a work environment. Upon completion of their Co-op experience, students may earn 1-4 units of transferable credit with a letter grade.

Co-op serves: College interns, volunteers, and employees. It is also one of several Living Skills graduation requirements for an associate degree.

Co-op Internships and Opportunities
Internships and volunteer experiences provide an opportunity for students to obtain work experience in their major. This activity assists students to develop technical skills, check out career choices, build confidence, network with people in the field, and transition for entry into a competitive labor market.

Interested students must apply two or more weeks before classes start and are required to participate in a weekly career management orientation. College credit is earned and internships may be paid or non-paid.

Employees
Co-op also assists our busy employed students who are interested in advancing within their existing work environment. Through Co-op and the approval of the student’s employer supervisor, students can apply what they have learned in the classroom to their job.

College credit is earned.

NOTE:
Transferable courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific transfer course evaluation.

For information about the student learning outcomes for this program, see http://www.crc.losrios.edu/pslo

How the Program Works
There are two types of Co-op Programs: Vocational and General.

Vocational Work Experience (298/498) provides students with opportunities to develop or add marketable skills related to their vocational study programs. *

Eligible students must:
- Be working in a paid job, internship, or volunteer opportunity. Students not currently in an internship opportunity who would like assistance should contact the Cooperative Work Experience Education Office. Students must have a cooperating employer by the end of the third week of the semester, first week of an eight week, or summer session to remain in the program.
- With employer’s assistance, establish new or expanded on-the-job skills that will be documented.
- Participate in a weekly career management orientation (course) or qualify for the “Returning Co-op Student” status. However, attendance is required for everyone for the first two orientations.
- Register for 1, 2, 3, or 4 units. One unit of credit may be earned for each 75 hours of paid work experience or for 60 hours of non-pay experience. A total of 16 units may be earned in Vocational Work Experience.
- Students working in their college majors and taking, or have taken a course in that area, should enroll in that area’s work experience class (e.g. - a sales associate should enroll in Business).*

* Interested students may earn college credit in the following majors:
  - Accounting 498
  - Agriculture Business 498
  - Anthropology 498
  - Architectural Design Technology 498
  - Architecture 498
  - Astronomy 498
  - Automotive Mechanics Technology 498
  - Biology 498
  - Building Inspection Technology 298
  - Business 498
  - Chemistry 498
  - Computer Information Science (CISC) 498
  - Construction 298
  - Construction Management Technology 498
  - Culinary Arts Management 498
  - Early Childhood Education 498
  - Emergency Medical Technology 298
  - Engineering 498
  - Fire Technology 498
  - Health Information Technology 298
  - Horticulture 498
  - Human Services 498
  - Journalism 498
  - Management 498
  - Marketing 498
General Work Experience (198):

General work experience education assists students in learning about the world of work and is open to all students regardless of major or job. Like vocational work experience, it is designed for students wanting to apply skills learned in the classroom to their actual job.

College credit (1-3 units) will be earned for working in the students’ current job per semester. No more than six units may be earned in the program. One unit of credit may be earned for each 75 hours of paid work experience or for 60 hours of volunteer experience. Students must have a cooperative employer by the end of the third week of the semester (end of the first week of an eight week or a summer session) to remain in the program.

- Register for “General Work Experience” (Work Experience 198), and participate in a weekly career management orientation (course).

Co-op Work Experience (198/298/498)

Co-op has two different ways to qualify for the program:

New (1st Time Co-op) Students:

A. You are working a paid or non-paid job, internship, or volunteer opportunity.
B. You must participate in a weekly orientation (course). This orientation (course) will cover workforce/career transition issues.
C. Your grade and units are earned based on your performance in the workplace (developing new skills) and classroom assignments.

Returning Students:

A. You have completed a Co-op class with a grade of "C" or better, at CRC.
B. You are working a paid or non-paid job, internship, or volunteer opportunity.
C. Orientation is required for this program for the first two sessions and you must establish new on-the-job skills with your employer and complete the necessary forms.
D. Your grade and units are earned based on your work performance and outside homework assignments that emphasize career transition.

For more information, call (916) 691-7372 or visit our website: http://wexp.losrios.edu

WORK EXPERIENCE (WEXP)

WEXP 198
Work Experience - General 1-3 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Hours: 60-225 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 6 units.

WEXP 298
Work Experience in (Subject) 1-4 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.

WEXP 498
Work Experience in (Subject) 1-4 Units
Prerequisite: None.
General Education: AA/AS Area III(b)
Course Transferable to CSU
Hours: 60-300 hours LAB

This course provides students with opportunities to develop marketable skills in preparation for employment or advancement within their current job. Course content will include understanding the application of education to the workforce; completion of required forms, which document the student’s progress and hours spent at the work site; and developing workplace skills and competencies. During the course of the semester, the student is required to fulfill an 18 hour orientation and 75 hours of related paid work experience, or 60 hours of unpaid work experience for one unit. An additional 75 or 60 hours of related work experience is required for each additional unit. The course may be taken again when there is new or expanded learning on the job for a maximum of 16 units.
FACULTY STATEMENT OF PROFESSIONAL ETHICS

1. Faculty members, guided by a deep conviction of the worth and dignity of the advancement of knowledge, recognize the special responsibilities placed upon them. Their primary responsibility to their disciplines is to seek and to state the truth as they see it. To this end they devote their energies to developing and improving their scholarly and teaching competence. They accept the obligation to exercise critical self-discipline and judgment in using, extending and transmitting knowledge. They practice intellectual honesty. Although they may follow subsidiary interests, these interests must never seriously hamper or compromise their freedom of inquiry.

2. As educators, faculty members encourage the free pursuit of learning in their students. They hold before them the best scholarly standards of their discipline. They demonstrate respect for the student as an individual and adhere to their proper role as intellectual guides and counselors. They make every reasonable effort to foster honest academic conduct and to assure that their evaluation of students reflects their true merit. They respect the confidential nature of the relationship between faculty member and student. They avoid any exploitation of students for their private advantage and acknowledge significant assistance from them. They protect their academic freedom.

3. As colleagues, faculty members have obligations that derive from common membership in the community of scholars. They respect and defend the free inquiry of their associates. In the exchange of criticism and ideas they show due respect for the opinions of others. They acknowledge their academic debts and strive to be objective in their professional judgment of colleagues. They accept their share of faculty responsibilities for the governance of their institution.

4. As members of their institution, faculty members seek above all to be effective teachers and scholars. Although they observe the stated regulations of the institution, provided they do not contravene academic freedom, they maintain their right to criticize and seek revision. They determine the amount and character of the work they do outside their institution with due regard to their paramount responsibilities within it. When considering the interruption or termination of their service, they recognize the effect of their decision upon the programs of the institution and give due notice of their intentions.

5. As members of their community, faculty members have the rights and obligations of any citizen. They measure the urgency of these obligations in the light of their responsibilities to their disciplines, to their students, to their profession and to their institution. When they speak or act as private persons, they avoid creating the impression that they speak or act for their college or university. As citizens engaged in a profession that depends upon freedom for its health and integrity, faculty members have a particular obligation to promote conditions of free inquiry and to public understanding of academic freedom.

6. As members of a diverse, multicultural community, faculty members acknowledge a responsibility to cultural, gender and ability sensitivities that goes beyond tolerance and deference. Faculty members model these sensitivities in the classroom, on campus, and in the wider community.

7. The dual mission of the community college is to prepare students for success in both careers and participatory citizenship. Lowering standards to pass students along undermines their abilities to meet future challenges. Maintaining sound and fair standards while helping students to understand those standards together provide a realistic view of what can be expected in other educational institutions and in the larger society beyond the college campus.
### CRC Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Degree(s)</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aagaard, David N.</td>
<td>B.A., Carleton College; M.A., CSU, Sacramento</td>
<td>Counselor</td>
</tr>
<tr>
<td>Abraham, Lisa D.</td>
<td>B.A., UC, Berkeley; M.A., CSU, Sacramento</td>
<td>English</td>
</tr>
<tr>
<td>Abrams, Carolyn M.</td>
<td>B.A., M.S., M.B.A., CSU, Sacramento</td>
<td>Counselor</td>
</tr>
<tr>
<td>Aldredge, Teresa W.</td>
<td>A.A., Palomar College; B.A., UC San Diego; M.A., San Diego State; Ed.D., UC, Davis</td>
<td>Counselor/Articulation Officer</td>
</tr>
<tr>
<td>Allen, Allah-mi</td>
<td>B.A., UC, Irvine; M.S., CSU, Dominguez Hills; Ed.D., University of Southern California</td>
<td>Athletic Counselor</td>
</tr>
<tr>
<td>Andrews, David C.</td>
<td>A.A., San Joaquin Delta College; B.S., CSU, Fresno</td>
<td>Horticulture</td>
</tr>
<tr>
<td>Arden Ogles, Ellen A.</td>
<td>B.A., University of the Pacific; M.A., CSU, Sacramento</td>
<td>Dean, Communication, Visual and Performing Arts</td>
</tr>
<tr>
<td>Avalos, Amy J.</td>
<td>A.S., Dixie College; B.S., Utah State University; M.S., CSU, Sacramento</td>
<td>Cooperative Work Experience</td>
</tr>
<tr>
<td>Avalos, Juan</td>
<td>B.S., UC, Davis; M.A., Ph.D., UC, Los Angeles</td>
<td>Dean, Student Services and Counseling</td>
</tr>
<tr>
<td>Ball, Cynthia L.</td>
<td>B.A., M.A., University of the Pacific</td>
<td>Physical Education/Head Women's Softball Coach</td>
</tr>
<tr>
<td>Barkley, Michelle P.</td>
<td>A.A., San Joaquin Delta College; B.S. San Diego State University; M.S., CSU, Sacramento</td>
<td>College Nurse (evening)</td>
</tr>
<tr>
<td>Beachler, Judith A.</td>
<td>B.S., Penn. State University; M.S., SUNY; Ph.D., University of Pittsburgh</td>
<td>Dean, Instruction and Student Learning</td>
</tr>
<tr>
<td>Beloglovsky, Miriam</td>
<td>M.A., Phillips Grad. Institute; M.A., CSU, Northridge</td>
<td>Early Childhood Education</td>
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<td>B.A., M.A., CSU, Chico</td>
<td>Dean, Physical Education and Athletics (Interim)</td>
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<td>Bernardo, Carol J.</td>
<td>B.A., CSU, Sacramento; M.A., University of San Francisco</td>
<td>Coop. Work Experience/Internship Coordinator</td>
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<td>Beyrer, Gregory M.</td>
<td>B.A., UC, Berkeley; M.A., San Jose State University</td>
<td>Teaching/Learning Technology Coordinator</td>
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<td>Biggert, Elizabeth V.</td>
<td>B.A., Denison University; M.S., San Francisco State University</td>
<td>Counselor</td>
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<td>Blacklock, Patrick S.</td>
<td>B.S., M.S., UC, Davis</td>
<td>Dean, Careers and Technology</td>
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<td>Bloomfield, Anthony G.</td>
<td>B.A., University of Nevada; M.Ed., Azusa Pacific University</td>
<td>Head Men's Baseball Coach/Physical Education</td>
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<td>Boeck, Rick E.</td>
<td>B.A., CSU, Sacramento; M.A., Stanford University</td>
<td>Journalism/Photography</td>
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FACULTY & STAFF

2008–2009

Cosumnes River College

BRADE, III, Charles G. (1998) ................................................................. Theatre Arts
    B.A., Randolph-Macon College; M.F.A., University of Hawaii

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CONNALLY, Ryan M. (2002) ............................................................... Construction
    A.S., Cosumnes River College; B.S., University of Oregon
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<td>Geography/GIS</td>
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<td>Biology</td>
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<td>DO, Minhnhong T.</td>
<td>Vietnamese/English as a Second Language</td>
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<td>DuBRAY, Daniel T.</td>
<td>Communication Studies</td>
<td>A.A., Cosumnes River College; B.A., CSU, M.A., CSU, Sacramento; Ed.D., Rossier School of Education</td>
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<td>DuCRAY, Linda L.</td>
<td>Mathematics</td>
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<td>DUFFY, Marjorie B.</td>
<td>Computer Information Science</td>
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<td>EDMAN, Jeanne L.</td>
<td>Researcher/Psychology</td>
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<td>ELLIS, John D.</td>
<td>Architecture</td>
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<td>EMETAROM, Chitoh M.</td>
<td>Researcher/Psychology</td>
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<td>ERICKSON, Cindy Lee</td>
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<td>B.S., California Polytechnic State University, San Luis Obispo; M.S., UC, Davis</td>
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<td>ESPOSITO-NOY, Celia</td>
<td>Vice President, Student Services and Enrollment Management</td>
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<td>FARLEY, Rhonda J.</td>
<td>English as a Second Language</td>
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<td>FELKNER, Patty A.</td>
<td>Photography</td>
<td>B.A., University of Utah; B.F.A., San Francisco Art Institute; M.F.A., University of Arizona</td>
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FISHMAN, Wendell S. (2000) ................................................................. Computer Information Science
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B.S., M.S., Western Oregon University
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<td>Harris, A. Christine</td>
<td>1988</td>
<td>B.A., M.A., Ph.D., University of Kansas, Psychology/Women's Studies</td>
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<td>Harris, Colette L.</td>
<td>2003</td>
<td>B.A., M.A., CSU, Sacramento, Communication Studies</td>
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<td>Hellenius, Shawna H.</td>
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<td>Hendrix, Leo Ralph</td>
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<td>A.A., Yuba College; A.B., CSU, Humboldt; M.S., University of La Verne, Counselor</td>
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<td>Hock, Dennis J.</td>
<td>1984</td>
<td>B.A., M.A., CSU, Sacramento; Ph.D., Indiana University of Pennsylvania, English</td>
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<td>Hodapp, David M.</td>
<td>1998</td>
<td>B.S., M.S., Cal Poly; Ph.D., UC, Davis, Chemistry</td>
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<td>Hodgkinson, Georgine R.</td>
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<td>B.B.A., M.S., National University, Counselor</td>
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<td>Huang, Chao-Jen</td>
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<td>B.S., Chinese Culture University, Taiwan; M.B.A., M.S., Syracuse University, New York,</td>
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<td>1999</td>
<td>A.A., Cosumnes River College; B.A., St. Martins College; M.S., Western Washington University</td>
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<td>Hutcheson, Heather L.</td>
<td>2006</td>
<td>B.A., UC, Davis; M.A., CSU, Sacramento, English</td>
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<td>2005</td>
<td>S.S., D.V.M., UC, Davis, Veterinary Technology</td>
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<td>Jackson, Hiram S.</td>
<td>2000</td>
<td>B.S., Texas Christian University; Cert. of Studies, University of Chile; M.S., UC, Davis</td>
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<td>James, Reona L.</td>
<td>1980</td>
<td>B.S., CSU, Sacramento; R.N., P.H.N., M.S., University of La Verne, College Nurse</td>
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<td>Johnson, Jack C.</td>
<td>1976</td>
<td>B.B.A., University of Cincinnati; M.A., Indiana University, Business/Marketing</td>
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<td>Jones, Melvina F.</td>
<td>1989</td>
<td>B.A., M.A., CSU, Los Angeles; Ph.D., UC, Santa Barbara, History</td>
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<td>Kirkham, William T.</td>
<td>1994</td>
<td>A.S., Laney College; B.A., CSU, Chico; M.A., San Jose State University, Architectural Design</td>
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<td>Knott, George A.</td>
<td>1990</td>
<td>B.A., UC, Berkeley; M.S., Naval Postgraduate School, Monterey, Physics/Physical Science</td>
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KUN, Lily (2005) .................................................................................................................................................. Public Services Librarian
B.A., MLIS, University of Washington

LaDUE, Cheri L. (1989)........................................................................................................................................... Physical Education
B.S., M.S., Baylor University

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A.A., B.A., San Jose City College; M.S.W., San Jose State
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<td>Photography</td>
<td>B.F.A., University of Alabama; M.F.A., Tulane University</td>
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<td>McClurg MacKinnon, Marlo K.</td>
<td>English as Second Language</td>
<td>B.A., M.A., San Francisco State University</td>
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<td>McCormick, Paul E.</td>
<td>Anthropology/Sociology</td>
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<td>McGoughlin, Stephen</td>
<td>Dean, Learning Resources and College Technology</td>
<td>B.A., M.A., Trinity College, Dublin, Ireland</td>
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<td>McHugh, Matthew E.</td>
<td>Emergency Medical Technician</td>
<td>A.A., Atlantic Community College; B.S., Widener University, Pennsylvania;</td>
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<td>MICT Certificate, Kapiolani Community College, Hawaii</td>
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<td>McLain, Katherine E.</td>
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<td>McLaurin, Freddie L.</td>
<td>Mathematics</td>
<td>A.A., American River College; B.A., CSU, Sacramento; M.A., Webster University, MO; M.S., University of Colorado; Ed.D., University of San Francisco</td>
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<td>Moore, Maureen G.</td>
<td>Humanities</td>
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<td>Political Science</td>
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<td>History</td>
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<td>Mathematics</td>
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<td>2002</td>
<td>Early Childhood Education&lt;br&gt;B.S., Portland State College; M.Ed., Portland State University</td>
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<td>PADILLA-ALVARADO, Sharon L.</td>
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<td>PANAGAKOS, H. Anastasia</td>
<td>2007</td>
<td>Anthropology&lt;br&gt;B.A., UC, Davis; M.A., Ph.D., UC, Santa Barbara</td>
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<td>PALM, Susan L.</td>
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<td>Computer Information Science&lt;br&gt;A.A., Yuba College; B.S., M.S., National University</td>
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<td>PARKER, Grant A.</td>
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<td>PARKER, Travis L., Jr.</td>
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<td>PARKS, Lance M.</td>
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<td>PATCHING, Roger S.</td>
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<td>PEREIRA, Michael J.</td>
<td>1999</td>
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<td>PICO, Glenn A.</td>
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<td>Mathematics&lt;br&gt;A.A., Diablo Valley College; B.A., M.A., CSU, Sacramento; M.S., University of Minnesota</td>
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<td>PLASCENCIA, Cesar</td>
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<td>PRATT, K. John</td>
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<td>English&lt;br&gt;B.A., UC, Berkeley; M.A., University of the Pacific</td>
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<td>PREBLE, Ronald E.</td>
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<td>REICHEL, Sonya J.</td>
<td>1999</td>
<td>Mathematics&lt;br&gt;B.A., M.A., CSU, Sacramento</td>
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<td>REYES, J. Arturo</td>
<td>1998</td>
<td>Dean, Humanities and Social Science&lt;br&gt;B.A., M.A., CSU, Sacramento</td>
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<td>2006</td>
<td>Welding&lt;br&gt;A.A., B.S., M.S., Cal Poly State University</td>
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<td>RODRIGUEZ, Francisco C.</td>
<td>2003</td>
<td>President&lt;br&gt;B.A., M.S., UC, Davis; Ph.D., Oregon State University</td>
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<td>ROESCHEN-BRADLEY, Renee A.</td>
<td>2007</td>
<td>Health Information Technology&lt;br&gt;B.A., Chapman College</td>
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<td>2005</td>
<td>Accounting&lt;br&gt;B.A., CSU, Los Angeles; M.B.A., National University</td>
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<td>ROGERS, Kevin M.</td>
<td>1990</td>
<td>Automotive Mechanics Technology&lt;br&gt;A.A., Butte College; B.S., CSU, Fresno</td>
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SAGE, Coral L. (2004)............................................................................................................................. Head Women’s Basketball Coach/Physical Education
A.A., Sierra College; B.S., UC, Riverside; M.S., Azusa Pacific University

SALMI, Andrea K. (1997)...................................................................................................................... Biology
A.A., Pasadena City College; B.A., Humboldt State University;
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SAMANIEGO, Celia S. (2002).................................................................................................................. Spanish
B.A., UC, Los Angeles; M.A. CSU, Sacramento

SCHREIBER, Marjorie A. (2006)............................................................................................................. Public Services Librarian
B.A., University of Michigan; M.L.I.S., University of Pittsburgh

SCHUBERT, Richard C. (1999)................................................................................................................ Philosophy
B.A., M.A., University of Connecticut; Ph.D., UC, Davis

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SHARKEY, Debra A. (1997).................................................................................................................... Geography
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WOLCOTT, Amanda M. (2006) ................................................................................................................................................ ... Anthropology
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Funk, Chad L.  
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Garrett, Paula L.  
Clerk II

Green, Bonnie Jean  
Administrative Asst. I

Green, Daniel L.  
Chief Broadcast Engineer

Guidi, Sabrina M.  
Bookstore Assistant Manager
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<td>Conf. Public Info. Officer</td>
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