

Yuba College
Clear Lake Campus
Sutter County Center

Yuba College CATALOG 2013-2014

Catalog • Yuba College • 2013-2014



Yuba College

*A Public Community College in its
Eighty-Seventh Year of Service*



Accredited by the Western Association of Schools and Colleges, and recognized as a fully accredited two-year Community College by the University of California, the California State University, the California Community Colleges, the United States Office of Education, the Veterans Administration, and the American Association of Collegiate Registrars and Admissions Officers.

Yuba College

2088 North Beale Road
Marysville, California 95901
(530) 741-6700
yc.yccd.edu

Clear Lake Campus

15880 Dam Road Extension
Clearlake, California 95422
(707) 995-7900
clc.yccd.edu

Sutter County Center

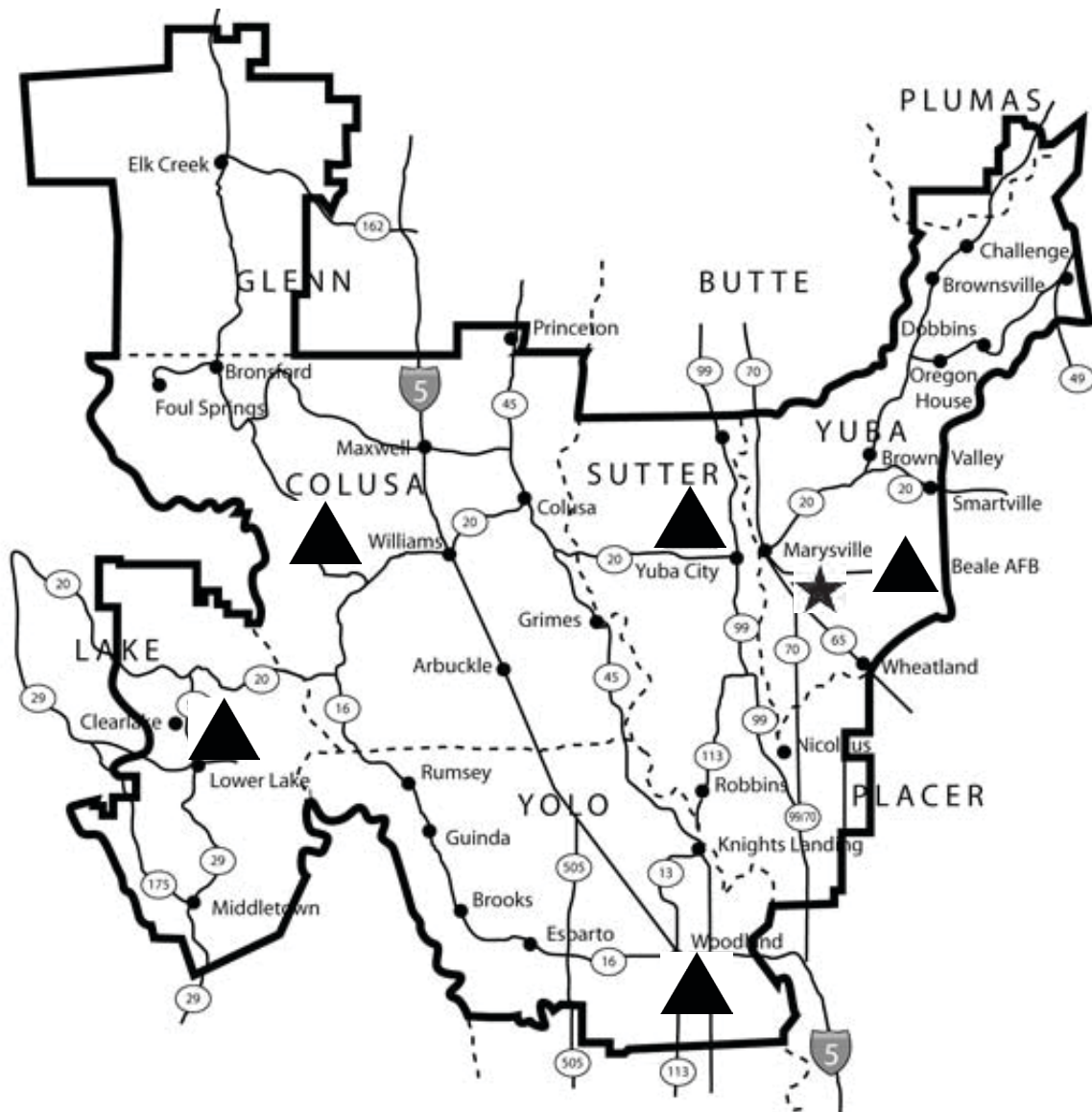
3301 E. Onstott Road
Yuba City, California 95993
(530) 751-5600

Beale AFB Outreach Services






Base Education Building
17849 16th Street
Beale AFB, California 95903
(530) 788-0973

Information about course offerings, fees, refunds, and college policies published in this Catalog, is subject to change without prior notice. Any updates to courses and programs can be found in the Summer 2013 Catalog Addendum. Any updates to policy, enrollment, or fee information can be found in the online Semester Class Schedule prior to registration each term (Summer 2013, Fall 2013 and Spring 2014).

District Map



Legend

-  District Boundary
-  Roadways
-  County Lines
-  Yuba College and District Office
-  District Campuses and Centers

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*Photos contributed by: Jeanette O'Bryan, Anthony Martinez
and Joseph P. Stottmann*

District Calendar

Summer 2013

June 10	Summer Session 2013 commences for regular six-week summer classes; other classes have different dates
June 12	Last day to add a class/register without special permission for six-week classes
June 17	Refund deadline for six-week classes
July 1	Deadline to apply for Summer 2013 graduation
July 3	Last day to drop classes to prevent "W" grade(s) on permanent record
July 4	Academic and Administrative Holiday – Independence Day observed (Thursday)
July 18	Regular six-week classes end

Fall 2013

Fall Semester 2013 - 83 days of regular instruction

August 12	Instruction begins for Fall Semester
August 16	** Last day to add courses or register without special permission
August 23	** Last day to be eligible for refund of enrollment, parking, student services fees, and non-resident tuition
August 23	Instructors are to drop No Shows for Census Roster Clearance
August 23	** Last day to drop classes to prevent "W" grade(s) on permanent record
August 26	Census Date
September 2	Academic and Administrative Holiday – Labor Day (Monday)
September 13	Constitution Day (observance) – activities to be announced
September 13	** Last day to elect Pass/No Pass grading option
November 8	** Last day to drop classes with a "W" grade on permanent record
November 11	Academic and Administrative Holiday – Veterans Day observed (Monday)
November 15	Deadline to apply for Fall 2013 graduation
November 27-29	Academic and Administrative Holiday – Thanksgiving (Wednesday – Friday)
December 2	Closing date for International Student Applications for Spring 2014
December 2-11	Limited extracurricular student activities
December 4-11	Final examination period
December 11	Conclusion of Fall Semester
December 16	Grades from instructors are due for Fall 2013 semester
December 24-Jan 1	Winter recess – all offices CLOSED

****Dates apply to full-semester classes; short-term class dates will vary.**

Spring 2014

Spring Semester 2014 - 84 days of regular instruction

January 13	Instruction begins for Spring Semester
January 17	**Last day to add courses or register without special permission
January 20	Academic and Administrative Holiday – Martin Luther King Day observance (Monday)
January 24	**Last day to be eligible for refund of enrollment, parking, student services fees, and non-resident tuition
January 31	Instructors are to drop No Shows for Census Roster Clearance
January 31	**Last day to drop classes without a “W” grade on permanent record
February 3	Census Date
February 7	Academic and Administrative Holiday – Lincoln’s Birthday observance (Friday)
February 14	**Last day to elect Pass/No Pass grading option
February 17	Academic and Administrative Holiday – Washington’s Birthday observance (Monday)
February 18	Academic Holiday (Tuesday)
March 2	Cal Grant deadline – Free Application for Federal Student Aid (FAFSA) completed and submitted to the federal government to determine Cal Grant eligibility and federal aid priority funding
March 31 – April 4	Spring recess; academic holidays
March 31	Administrative Holiday - Cesar Chavez Day observance (Monday)
April 3-4	Administrative Holidays
April 15	Deadline to apply for Spring 2014 Graduation
April 18	**Last day to drop classes with a “W” grade on permanent record
May 5-21	Limited student activities
May 14-21	Final examination period
May 15	Closing date for International Student Applications for Fall 2014
May 16	Commencement ceremonies
May 21	Conclusion of Spring Semester; Academic Year 2013-2014 ends
May 26	Academic and Administrative Holiday – Memorial Day observance
May 27	Grades from instructors are due for Spring 2014 semester

****Dates apply to full-semester classes; short-term class dates will vary.**

Summer 2014

June 9	Summer Session 2014 commences for regular six-week summer classes; other classes have different dates
July 1	Deadline to apply for Summer 2014 graduation

District Calendar

YCCD Academic Calendar 2013-2014

June 2013						
Su	M	Tu	W	Th	F	Sa
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2	3	4	5	6	7	8
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July 2013						
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August 2013						
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September 2013						
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October 2013						
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27	28	29	30	31		

November 2013						
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24	25	26	27	28	29	30

December 2013						
Su	M	Tu	W	Th	F	Sa
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16 18 17 16 16 = 83 Days

SUMMER SESSION 2013

First 6 Weeks 6/10 - 7/18
8 Weeks 6/10 - 8/1

FALL SEMESTER 2013

Instruction Begins: 8/12
Finals Week: 12/4 - 12/11
Instruction Ends: 12/11

SPRING SEMESTER 2014

Instruction Begins: 1/13
Spring Break: 3/31-4/4
Finals Week: 5/14 - 5/21
Instruction Ends: 5/21

CONVOCATION - CAMPUS CLOSED 2013: 8/7

CAMPUS CLOSED

2013: 6/7, 6/14, 6/21, 6/28, 7/5, 7/12, 7/19, 7/26, 12/24-12/27, 12/30-12/31
2014: 1/1, 3/31, 4/3-4/4, 5/26, 6/6, 6/13, 6/20, 6/27, 7/4, 7/11, 7/18, 7/25

HOLIDAYS - CAMPUS CLOSED

2013: 7/4, 9/2, 11/11, 11/27, 11/28, 11/29
2014: 1/20, 2/7, 2/17, 7/3

NO CLASSES - CAMPUS OPEN

2013: 6/3-6/6, 8/2, 8/5-8/6, 8/8-8/9, 12/12-12/13, 12/16-12/20, 12/23
2014: 1/2-1/3, 1/6-1/10, 2/18, 4/1-4/2, 5/22-5/23, 5/27-5/30, 6/2-6/5

COMMENCEMENT

2014: 5/16

TEACHING DAYS		
Fall Semester	83 days	17 weeks
Spring Semester	84 days	18 weeks
Convocation	1 day	
Flex Days	8 days	
TOTAL	176 days	35 weeks

January 2014						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
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February 2014						
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March 2014						
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April 2014						
Su	M	Tu	W	Th	F	Sa
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6	7	8	9	10	11	12
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27	28	29	30			

May 2014						
Su	M	Tu	W	Th	F	Sa
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
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June 2014						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2014						
Su	M	Tu	W	Th	F	Sa
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Days 84 = 16 17 18 17 16

District Calendar

Yuba Community College District Academic Calendar 2014-2015

June 2014						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

SUMMER SESSION 2014

First 6 Weeks 6/9 - 7/17
8 Weeks 6/9 - 7/31

FALL SEMESTER 2014

Instruction Begins: 8/11
Finals Week: 12/3 - 12/10
Instruction Ends: 12/10

July 2014						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SPRING SEMESTER 2015

Instruction Begins: 1/12
Spring Break: 3/30-4/3
Finals Week: 5/13 - 5/20
Instruction Ends: 5/20

CONVOCATION - CAMPUS CLOSED

2014: 8/6

August 2014						
Su	Mo	Tu	We	Th	Fr	Sa
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

CAMPUS CLOSED

2014: 6/6, 6/13, 6/20, 6/27, 7/4, 7/11, 7/18, 7/25, 12/24-12/26, 12/29-12/31
2015: 1/1, 3/31, 4/2-4/3, 5/25, 6/5, 6/12, 6/19, 6/26, 7/3, 7/10, 7/17, 7/24, 7/31

HOLIDAYS - CAMPUS CLOSED

2014: 7/3, 9/1, 11/11, 11/26, 11/27, 11/28
2015: 1/19, 2/6, 2/16, 7/2

September 2014						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

NO CLASSES - CAMPUS OPEN

2014: 6/2-6/5, 8/1, 8/4-8/5, 8/7-8/8, 12/11-12/12, 12/15-12/19, 12-22-12/23
2015: 1/2, 1/5-1/9, 2/17, 3/30, 4/1, 5/21-5/22, 5/26-5/29, 6/1-6/4

COMMENCEMENT

2015: 5/15

October 2014						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
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November 2014						
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December 2014						
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17 17 17 16 16 = 83 Days

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February 2015						
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March 2015						
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15	16	17	18	19	20	21
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April 2015						
Su	Mo	Tu	We	Th	Fr	Sa
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2015						
Su	Mo	Tu	We	Th	Fr	Sa
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31						

June 2015						
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July 2015						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Days 84 = 16 17 18 17 16

TEACHING DAYS		
Fall Semester	83 days	17 weeks
Spring Semester	84 days	18 weeks
Convocation	1 day	
Flex Days	8 days	
TOTAL	176 days	35 weeks

President's Welcome



**Rodney Beilby,
President (Interim)**

Welcome to Yuba College, a quality educational institution that has been serving the North Valley for over 80 years. The faculty, staff, and administration have a common objective: to provide you the opportunity to pursue your educational goals and to help you succeed.

While here at Yuba College you will have the chance to make new, lifelong friends and experience the diversity of the college, the area, and your fellow students.

Our faculty will present new ideas, concepts, technologies, information, and methods for approaching and solving problems.

We promise to provide you with the finest learning experience, but in turn, we expect your best.

Aside from an outstanding instructional program, Yuba College also provides a vibrant student life and helpful student services including: counseling, career services, financial aid, and a variety of student clubs.

I would also encourage you to participate or support our championship-caliber athletic teams and outstanding musical and dramatic performances throughout the year.

Please use the information contained in this catalog as a resource to assist you with your Yuba College journey. Also, please do not hesitate to ask our friendly and helpful faculty and staff for further assistance.

We are proud of Yuba College and its long tradition of serving students. Thank you for making Yuba College your school of choice.

2013-14 District Organization

Governing Board

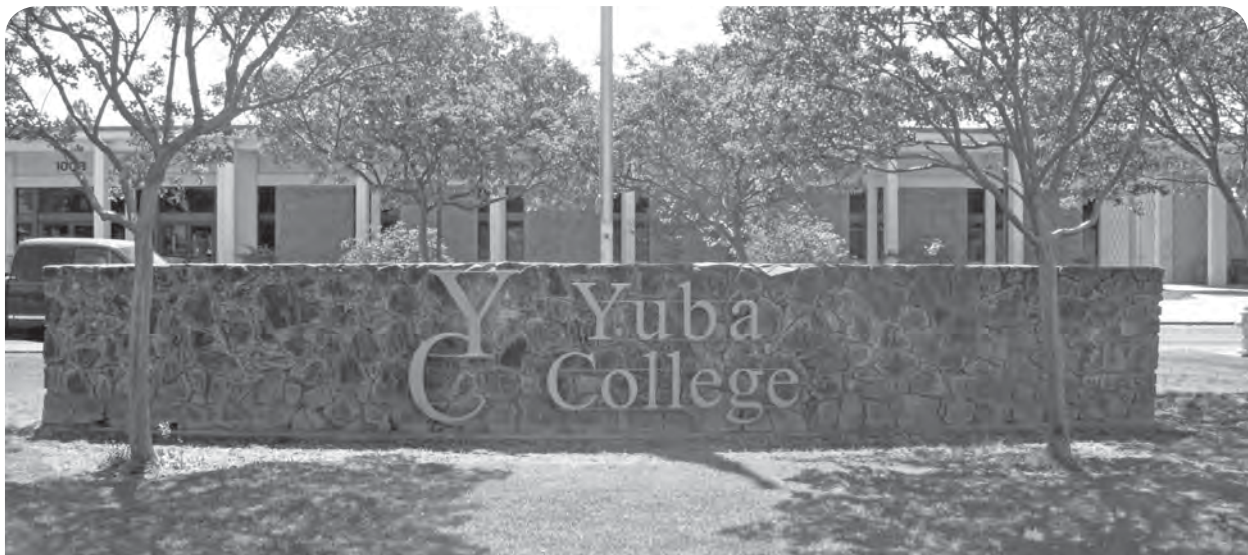
Brent Hastey, President/Chair	Trustee Area 2
David Wheeler, Vice President/Vice Chair	Trustee Area 3
Gary Sandy, Clerk	Trustee Area 5
Jim Kennedy.....	Trustee Area 1
Michael Pasquale	Trustee Area 4
V. Richard Savarese.....	Trustee Area 7
Xavier Tafoya.....	Trustee Area 6
Thomas Johnston.....	Student Trustee
Aurelio Valencia.....	Student Trustee

District Offices

Chancellor	Dr. Douglas Houston
Vice Chancellor, Educational Planning and Services (Interim).....	Dr. Kayleigh Carabajal
Chief Business Officer	Kuldeep Kaur
Chief Human Resources Officer	Dr. Jacques S. Whitfield
Director, Information Systems.....	Karen Trimble
Director, Institutional Dev./Grants/Foundation	Dr. W. Phillip Krebs

Yuba College

President (Interim).....	Rodney Beilby
Vice President, Academic and Student Services (Interim).....	Lisa Jensen-Martin
Executive Dean, Clear Lake Campus (Interim).....	Art Pimentel
Executive Dean, Sutter County Center (Interim)	Brian Jukes
Public Information Officer/Director Community Ed. and Campus Life	Miriam Root



District Organization

Divisions:

Business and Technology **Dr. Edward Davis, Dean**

Programs

Accounting	Information Technology
Applied Science	Management
Automotive Technology	Manufacturing Technology
Business Computer Applications	Office Administration
Cooperative Work Experience	Welding
Culinary Arts	
General Business	

Fine Arts **Walter Masuda, Dean**

Programs

Art/Photography
Music
Theatre Arts

Health and Physical Education **Erick Burns, Dean (Interim)**

Programs

Health
Intercollegiate Athletic Programs
Physical Education

Language Arts **Walter Masuda, Dean**

Programs

Education	Punjabi
English	Reading
English as a Second Language	Sign Language
Learning Assistance	Spanish
Mass Communications	Speech

Mathematics, Engineering, Science & Health Occupations **Walter Masuda, Dean (Interim)**

Programs

Agriculture	Geology
Anthropology	Mathematics
Astronomy	Nursing
Biology	Physical Science
Chemistry	Physics
Computer Science	Psychiatric Technology
Drafting Technology	Radiologic Technology
Ecology	Statistics
Electronics Technology	Veterinary Technology
Engineering	
Geography	

Social Sciences **Dr. Edward Davis, Dean**

Programs

Early Childhood Education	Philosophy
Economics	Political Science
Ethnic Studies	Psychology
Family and Consumer Science	Social Science
History	Sociology
Human Services	Women's Studies
Humanities	

Beale Air Force Base Outreach Services **Dr. Edward Davis, Dean**

Financial Aid/EOP&S/CARE/TRIO Programs Dr. Marisela Arce, Dean
Programs and Services

California Work Opportunity and Responsibility to Kids (CalWORKs)	Extended Opportunity Program and Services (EOP&S)
Career Center	Financial Aid
Cooperative Agencies Resources for Education (CARE)	Transfer Center
Counseling	TRIO (Educational Talent Search and Upward Bound)
Disabled Student Program and Services (DSPS)	Veteran Services

Clear Lake Campus

Executive Dean (Interim) Art Pimentel

Programs

Accounting	History
Anthropology	Human Services
Art	Humanities
Biology	Information Technology
Business Computer Applications	Learning Assistance
Chemistry	Management
Cooperative Work Experience	Mathematics
Counseling	Office Administration
Culinary Arts	Philosophy
Early Childhood Education	Political Science
Ecology	Psychology
Economics	Reading
English	Sociology
General Business	Spanish
Health	Speech

Sutter County Center

Executive Dean (Interim) Brian Jukes

Courses Offered

Accounting
Anthropology
Art
Astronomy
Business Computer Applications
Biology
Chemistry
Counseling
Early Childhood Education
Ecology
English
English as a Second Language
Geography
Physical Science
Health
History
Humanities
Management
Math
Music
Philosophy
Physical Education
Psychology
Sign Language
Sociology
Spanish
Speech
Statistics
Theatre



District Information

Yuba Community College District

The Yuba Community College District was founded in 1927, on a 160-acre site outside of Marysville. In December, 1965, the College District was reorganized to include Colusa, Sutter, and Yuba counties and in 1974-75 to include large portions of Glenn, Lake, and Yolo counties. The District now stretches across the broad central valley of California from high in the foothills of the Sierra Nevada to the Coast Range and covers 4,192 square miles.

Yuba College

Yuba College, in its 87th year of community service, founded in 1927, is located on a campus outside of Marysville on a 160-acre site. Yuba College opened on this site in September, 1962. For 87 years, Yuba College has been providing quality education and has earned a reputation as an educational leader in northern California. Yuba College offers technical and occupational classes to help gain or improve job skills. The California State University (CSU) system reports that students who transfer from California Community Colleges, such as Yuba, consistently earn better grades than students who go directly to a CSU from high school. Yuba College offers classes that transfer to CSU, the University of California (UC) and many private universities. An experienced and well-trained faculty offer instruction in over 90 departments totaling more than 1,000 courses.

Clear Lake Campus

Courses have been offered in this region since the fall semester of 1972. The Campus is located off Highway 53 in the City of Clearlake. In 2012 the campus added 26,600 sq. ft to the existing facilities. The expansion added a new student services center that includes a new library, three computer labs, and a vast array of important student services. The new facilities also include a "state of the art kitchen" and dining room for the Culinary Arts Program and new classrooms/labs for Biology, Chemistry and Early Childhood Education courses.

At the Clear Lake Campus, students can complete two years of pre-transfer work or satisfy their General Education requirements as well as major preparation courses for many degrees. In addition to transfer course work, the Campus offers career technical education programs in Accounting, Automotive repair, Business Administration, Chemical Dependency Counseling, Culinary Arts, Early Childhood Education, Income Tax Preparation, Water Treatment & Distribution and Welding are also offered. The Campus also provides a wide range of student services and remedial courses and a Child Development Center.

Beale AFB Outreach Services

Classes have been offered on this site since the fall semester of 1960. Classes are located in the Base Education/Library Building at 17849 16th Street, Beale Air Force Base. A variety of general education and transfer courses are offered in late afternoon and evening, as well as some noon-hour classes. Two program formats are provided: Semester-length schedules and two nine-week terms each semester.

Sutter County Center

The Sutter County Center, located in north Yuba City at 3301 E. Onstott Road, prepares students for transfer to baccalaureate-granting institutions, for entry into the job market, or for further career development. The Sutter County Center's primary course offerings are transfer and general education courses; however, various career technical education courses are also offered. The state-of-the-art two-story facility holds 18 classrooms, a library, full registration service, counseling and financial aid services, dining services, an open computer lab.

Woodland Community College

Woodland Community College has provided educational opportunities for Woodland, Esparto, Knights Landing, and Colusa County since 1975. Accredited in 2008, WCC is located at 2300 East Gibson Road in Woodland.

With growth all around the college, in both Yolo and Colusa counties, WCC opened its new Learning Resource Center in May of 2007. The 72,000 Sq Ft. building doubled the blueprint of WCC, adding 25 new lecture and classrooms, an expanded library, math and writing labs, and an expanded community room. Other facilities include, a campus bookstore, science building, childcare center, tutoring facilities and other laboratories on campus. As part of the Measure J facilities project, the college renovated the old library building into a one-stop student services building; the administration building was also renovated to include offices for the President and Vice President, Academic Senate, a Multi-Cultural Enrichment Center and a Student Center.

Colusa County Outreach Services

The Woodland Community College Colusa County Outreach Facility is located at 99 Ella Street in Williams, Colusa County. Students can take classes at the 9,000 square foot facility which has 4 dividable classrooms. Student services are available to assist students with admission, registration, assessment, financial aid and counseling. The facility also hosts an SSS/TRIO program offered to support English as a Second Language students.

College Goals, Mission and Philosophy

This catalog provides important information to help students plan for college. It includes course information, resources, and services available; academic program descriptions; degree requirements; and information about College policies and procedures.

Each student must assume complete responsibility for compliance with the instructions and regulations set forth herein. However, the information in this catalog is not to be regarded as an irrevocable contract between the student and the College. The College reserves the right to change any provision or requirement at any time.

The College assumes no responsibility for misinterpretation by a student of policies and procedures as presented in this catalog. Counselors and administrators are available to advise and assist students in meeting necessary requirements.

Students should use the catalog to be a successful college student. For example, knowing what a course is about and how it fits into the goals or program is one of the requirements for proper course selection. Course descriptions are available in the section entitled, "Programs and Courses." If the goal is to complete an associate degree, it is important to become familiar with the *General Education Degree Requirements* described in "Graduation Requirements." If the goal is to complete a degree or to select courses prior to transferring to a four-year college or university, then the information on "Transfer" is very helpful. Counselors are also available for assistance.

Use the catalog to learn where and how to get things done. It has information for locating resources and will assist in becoming familiar with College policies and procedures. Information is available about resources such as Admissions, CARE, Counseling, Disabled Student Program and Services, EOP&S, Financial Aid, College Success Center, Library, W.I.A, and Veterans Services. There is also information about adding a class, applying for graduation, or getting a transcript.

Accreditation

Yuba College is accredited by the *Accrediting Commission for Community and Junior Colleges* of the *Western Association of Schools and Colleges* (10 Commercial Blvd.; Suite 204; Novato, CA 94949; (415) 506-0234), an institutional accrediting body recognized by the *Commission on Recognition of Postsecondary Accreditation* and the *U.S. Department of Education*. The College is recognized as a two-year institution of collegiate grade by the *University of California system*, *California State University system*, *California Community Colleges*, the *American Association of Collegiate Registrars and Admissions Officers*, and the *Veterans' Administration*. Reference may also be made to the "Accredited Higher Institutions" Bulletin of the *Office of Education, U.S. Government Printing Office*; to the "Junior College Directory" of the *American Association of Junior Colleges*; and to "American Junior Colleges" published by the *American Council on Education*, Washington, D.C.

Academic Freedom

Reference: Title V, Section 51023; Accreditation Standard IIA.7

Academic employees must be free to teach and the students free to learn. Both must have access to the full range of ideas, materials and options. It is the responsibility of academic employees to encourage students to study varying points of view and to respect the students' right to form, hold, and express judgements, opinions, and beliefs, clearly identifying them as such.

The responsibility of protecting academic freedom rests with the Board of Trustees, administration, educational supervisors, and academic employees. Academic employees have a primary responsibility to develop the curriculum and select instructional materials and methods of presentation appropriate to meet the goals of that curriculum. Academic employees, educational supervisors, and administrators may recommend policies for Board consideration when there are criticisms of staff, methods, or materials. Academic employees, educational supervisors and administrators must develop procedures to implement those Board-adopted policies related to academic freedom.

When academic employees are performing their assigned responsibilities, they shall be free to express personal opinions and pursue scholarly, literary, and/or artistic endeavors.

General Information

Advantages of Yuba College

The faculty are experienced instructors, skilled in discovering and developing the interests and capabilities of their students. The ability to communicate with faculty members minimizes the danger that a student may become confused and lost in the hurry and bustle of college life and emphasizes the importance of the individual. Yuba College bridges the gap between high school and university, making adjustment easier.

The years of college education offered by Yuba College are an important budgetary item, especially since there is an increasing tendency for professional preparation to require more than four years of college study. Yuba College enables students and their families to conserve their resources for the long period of professional training.

Yuba College provides students with such services and activities as individualized counseling, social and cultural activities, sports, and physical recreation of sufficient variety to meet the needs and patterns of all students.

Students will find the opportunity to adjust their studies to their individual needs; those in high school who did not meet university admission requirements may make up their deficiencies; those who want training for immediate entry into paying jobs will find the courses they need; those who wish to complete two years and transfer to a university may do so as junior (third-year) status.

Yuba College Vision Statement

Yuba College is an institution of higher education that prepares its students to meet the intellectual, occupational, and technological challenges of a complex world.

Yuba College is a steward to its communities' educational and cultural well-being.

Yuba College values an education that encourages self-improvement and enables students to contribute to their families and the community.

Yuba College values intellectual and cultural diversity, open communication, collegiality, collaboration, mutual respect, personal integrity, and responsible citizenship.

Yuba College values all collegiate disciplines in relation to life, recognizing the importance of thinking clearly, creatively, critically, and objectively.

Yuba College Mission Statement

Yuba College values a "student first" philosophy that emphasizes excellence in student learning and success; develops individual potential; and responds effectively to the diverse educational and economic needs of the community. As an open access institution of higher education within the California Community College System and as a gateway to the world, Yuba College embraces diversity and provides comprehensive quality educational programs and student services.

The educational program prepares students for transfer to baccalaureate-granting institutions, for entry into the job market, or for further career development. Yuba College offers general education, vocational education and degree and certificate programs at the lower division level. The College further offers instruction and related student services in areas which develop basic skills and student success, including developmental education, English as a Second Language instruction, and adult non-credit courses.

Yuba College is committed to promoting leadership and responsibility, encouraging a commitment to lifelong learning in all members of the college community and regularly reviewing its mission and its effectiveness.

Yuba College Goals

1. Foster a culture of evidence-informed decision making, including SLO development/assessment and other measures of student success.
2. Prioritize and allocate resources based on existing and emerging community and student needs over those of individual projects or programs.
3. Steward our institutional resources with increasing effectiveness and efficiency.
4. Research and utilize effective modes of delivery for our courses and services.
5. Design our programs in such a way as to allow students to complete their educational goals in a timely manner.
6. Evaluate our programs, services and processes to ensure continuous quality improvement.
7. Improve the quality of the student experience at all of our campuses and centers.
8. Develop partnerships to enhance educational resources and student opportunities.
9. Exemplify educational excellence, fiscal responsibility, cultural awareness, and civic engagement for our communities and region.

Diversity Statement

It is the goal of Yuba College to foster a community in which diversity is valued, respected and embraced, and every person is treated with dignity, respect and justice. Diversity includes a multiplicity of values and beliefs, interests and experiences and intellectual and cultural viewpoints.

Yuba College endorses, supports and actively pursues a policy of inclusiveness that recognizes, values and reflects the diversity of the community we represent, the professionals with whom we serve and the subject matter we impart. To thrive as an academic institution, we believe we must foster a learning and working environment that encourages multiple perspectives and the free exchange of ideas in an unbiased and non-prejudicial way.

To that end, as we educate students, develop curriculum, diversify staffing and provide support services, Yuba College is guided by the priority to achieve broad inclusiveness and afford equal opportunity to all, without regard to gender, race, color, ethnicity, national origin, religion, ideology, age, economic and educational background, sexual orientation, or physical, learning and psychological differences.

Nondiscrimination Statement

Yuba College does not discriminate on the basis of race, color, national origin, sex (gender), physical and mental disability, age, sexual orientation, religion, medical condition, ancestry, or marital status in any of its policies, procedures, or practices, nor does it tolerate sexual harassment, in compliance with the *Americans with Disabilities Act of 1991*, *Title VI of the Civil Rights Act of 1964* (pertaining to race, color, and national origin), *Title IX of the Education Amendments of 1972* (pertaining to sex), *Section 504 of the Rehabilitation Act of 1973* (pertaining to handicap), and *Age Discrimination Act of 1975* (pertaining to age). This nondiscrimination policy covers admission and access to, and treatment and employment in, the College's programs and activities.

The Yuba Community College District Board of Trustees has adopted a Diversity Policy, BP 1300, which includes the following: a Definition of Diversity, a Diversity Statement, Principles of Community and a Diversity Framework for Institutional Transformation and Cultural Competency.

Inquiries regarding the equal opportunity policies, the filing of complaints, or to request a copy of the complaint procedures covering discrimination complaints may be directed to: Human Resources, Title IX Coordinator: (530) 741-6975 or Director, Disabled Student Program and Services, Section 504 Coordinator: (530) 741-6992. Both are located at Yuba College, 2088 North Beale Road, Marysville, CA 95901.

The lack of English language skills and disability will not be a barrier to admission and participation in the college's education programs.

The College recognizes its obligation to provide overall program accessibility throughout the College for handicapped persons. Call the Section 504 Coordinator (below listed number) to obtain information as to the existence and location of services, activities, and facilities that are accessible to and usable by handicapped persons.

Inquiries regarding Federal laws and regulations about nondiscrimination in education or the college's compliance with those provisions may also be directed to:

Office for Civil Rights
San Francisco Office
U.S. Department of Education
50 United Nations Plaza, Room 239
San Francisco, CA 94102-4102

Student Learning Outcomes

Student Learning Outcomes (SLO's) are the intended knowledge, skills, or abilities a student should gain or develop as the result of attending class, participating in a program, or earning a degree or certificate from Yuba College. SLO's differ from traditional measures of student success—letter grades—in that they measure specific skills within a course—and separate them from other factors that affect student success.

1. **Communication:** effectively use language and non-verbal communication consistent with and appropriate for the audience and purpose.
2. **Computation:** use appropriate mathematical concepts and methods to understand, analyze, and communicate issues in quantitative terms.
3. **Critical Thinking:** analyze data/information in addressing and evaluating problems and issues in making decisions.
4. **Global Awareness:** articulate similarities and differences among cultures, times, and environments, demonstrating an understanding of cultural pluralism and knowledge of global issues.
5. **Information Competency:** conduct, present and use research necessary to achieve educational, professional and personal objectives.
6. **Personal and Social Responsibility:** interact with others by demonstrating respect for opinions, feelings and values.
7. **Technological Awareness:** select and use appropriate tools for personal, academic and career tasks.
8. **Scientific Awareness:** understand the purpose of scientific inquiry and the implications and application of basic scientific principles.

Programs and Services

Aerospace Studies (Air Force ROTC)

Air Force Reserve Officer Training Corps is available to Yuba College students through a cross enrollment agreement with California State University, Sacramento (CSUS). The CSUS Department of Aerospace Studies offers three and four year programs leading to a commission in the United States Air Force. Cadets receive leadership instruction throughout their ROTC experience and the program promotes teamwork and camaraderie. Students can complete general education requirements at Yuba College, and then transfer to CSUS to complete their degrees. If the Air Force is offering scholarships, members of AFROTC in all degree programs are eligible to compete for scholarships based on a competitive selection process. Scholarship recipients receive money for tuition up to \$18,000 per year, a book allowance (currently \$900/year), and a monthly allowance from \$300 to \$500, depending on the student's AFROTC year. Upon graduation from college, cadets are commissioned as an Air Force second lieutenant with a guaranteed employment future and a regular paycheck with great benefits. Call the AFROTC Detachment 088 at (916) 278-7315 or their website at: <http://www.csus.edu/afrotc/>.

Assessment Center

The Yuba College Assessment and Testing Center is located at Yuba College in the 100B building. The College also offers placement examinations at Clear Lake Campus, Beale AFB Outreach Services and Sutter County Center. Call a testing center for its testing schedule and hours of operation at one of the following locations: YC Assessment and Testing Center (Yuba College) - (530) 741-6864; Clear Lake Campus - (707) 995-7900; Beale AFB Outreach Services - (530) 788-0973, Sutter County Center - (530) 751-5600.

Individuals with disabilities or special testing needs should discuss options or accommodations with a Yuba College counselor and/or DSP&S staff or call a test center to arrange accommodations.

The Yuba College Assessment and Testing Center is a member of the National College Testing Association (NCTA) Consortium of Test Centers and offers distance education testing for various colleges and universities from around the country. The Yuba College Assessment and Testing Center is also an Authorized Prometric Testing Center & Pearson Vue Testing Center for computer network, hardware and software certification. The center also offers "The College Board" Computer-Based College-Level Examination Program (CLEP).

For your privacy and safeguarding of your records, photo identification is required for all testing transactions.

Bookstore

The bookstore is the place to go to purchase your school needs for the upcoming semester. When it comes to textbooks, whether it's a new copy, or one of the various affordable options: used, digital, or rental, the bookstore has what you need. We also carry every day supply items, your Yuba College clothing, gifts, general reference and bargain books, as well as snack food and drinks.

Refunds: Students who purchased textbooks at the Bookstore can obtain a full refund the first week of school if:

- The textbook is from the current semester.
- The textbook is in its original condition and has not been marked in any way.
- The student has the sales receipt for the textbook.

Students can receive a refund during the second week of school if the above policies have been met and a drop slip is provided. All other items, excluding food, may be returned up to 30 days after the purchase if in resalable condition and you have your receipt.

Buy Backs: The bookstore buys back textbooks for cash every day! The textbook can be new, used, hardback, or paperback (excluding workbooks). Prices change every day, so stop by and see how much cash you can get!

CalWORKs (California Work Opportunity and Responsibility to Kids)

The Yuba College CalWORKs program provides services to students receiving Temporary Assistance to Needy Families (TANF). The CalWORKs program offers services for eligible students in the following areas: Academic, Vocational and Personal Counseling, Job Placement (related to the student's major), CalWORKs Work-Study, access to the CalWORKs Book Library, Supplies and Child Care. For more information call the Yuba College CalWORKs Office at (530) 634-7773 or Clear Lake Campus at (707) 995-4176.

Career Center

The Yuba College Career Center provides a process to lead students through various assessments giving them the necessary tools to make career and life planning decisions. Services and tools available to students to achieve this goal include: career and vocational assessment and testing; occupational computer-assisted career information; an extensive library of occupational files, employer files, occupational books, and reference materials.

For more information, call the Yuba College Career Center at (530) 634-6790 or the Career and Transfer Center at Clear Lake Campus (707) 995-7900.

Child Development Center

Child Development Centers are located at Yuba College and at the Clear Lake Campus. The program provides children with many opportunities to grow and learn. Our environment is designed to enhance a child's age appropriate learning through natural science, creative arts, language experiences, physical activities and number concepts. It is a state funded program that follows California Department of Education guidelines. Parents may be private pay or be income eligible and meet one of the following needs criteria:

- Students with a need for childcare
- Searching for work
- Working
- Incapacitated
- Searching for housing

Yuba College hours of operation: Mon-Fri 7:30 a.m.-5:30 p.m. (530) 749-3808. Yuba College serves Toddlers (18 months-3 years) and preschoolers (3-5 years) in a full day, part day or state preschool program (9 a.m.-12 p.m. or 2:30 p.m.-5:30 p.m. No need required when attending only preschool hours.).

Clear Lake Campus hours of operation: Mon-Fri 7:30 a.m.-5:30 p.m. (707) 995-7909. Clear Lake Campus offers full day, part day or state preschool for children ages 2 years 7 months until entry into Kindergarten. (9 a.m.-12 p.m. or 2:30 p.m.-5:30 p.m. No need required when attending only preschool hours.).

College Success Center

The College Success Center is located at the front entrance of the college library. Tutoring is available for math and for many other courses across the curriculum. The center also offers organized study groups, led by trained tutors, for some courses. The center offers workshops throughout the year. Space is also available during non-peak hours for study groups. Tutoring is free for registered students.

Community Education

Community Education is a program of noncredit fee-based classes and activities designed to serve individuals with educational goals that do not require college credit. Its goal is to fulfill a role which enables the community to improve the quality of their lives through continuing education. There are no transcripts, grades, or academic requirements. Many classes are offered in response to an expressed interest or need by a specific population or organization. Obtain a Community Education schedule of course offerings by calling the Community Education Office at (530) 741-6825.

Contracted Training

Contracted Training can offer custom training solutions and targeted training for business prosperity. Yuba Community College District can deliver on-site training solutions for any size company. The program offers customized workshops, seminars, and classes (college credit or not-for-credit) to increase employees' skill level, to meet and exceed the business goals of area businesses.

Benefits To Local Companies:

- Cost-effective, cutting-edge, return on investment training
- Coaches, instructors, and facilitators with practical, current real world skills
- Training focuses on measurable outcomes
- Investment in training enhances human capital (employees)
- On-site flexible training schedule to meet the supervisor employee schedule

Call (530) 741-8776 for a complimentary assessment.

Cooperative Work Experience Education

Cooperative Work Experience Education (CWEE) are courses designed to recognize learning that occurs on-the-job. In order to qualify, a student must develop specific learning objectives approved by the employer and Yuba College. Call Yuba College at (530) 741-6763 or Clear Lake Campus at (707) 995-7900 for more information.



Programs and Services

Counseling

Community colleges are distinguished by the personal attention given to students and the quality of guidance and counseling services provided. Counseling is an essential part of Yuba College, designed to complement and facilitate the instructional program and to aid students in an academic, career, and personal planning.

Counselors provide services for helping each student:

- Analyze aptitudes and interests and learn decision-making processes related to academic and career planning.
- Determine the best educational program for achieving a chosen career.
- Select courses and college activities to maximize the student's opportunities and potential.
- Develop a student educational plan that encompasses both the course work and supplemental needs of the student.
- Plan a transfer program which leads to acceptance with junior (third-year) status at an upper division college or university, if such is the choice.
- Resolve personal problems which are of such a nature that a college counselor can be of professional assistance.

INDIVIDUAL COUNSELING: Every student is strongly encouraged to see a counselor at least twice each semester to confer on matters pertaining to satisfactory adjustment to college life and progress toward educational/career goals.

Since accurate information about program requirements and course prerequisites is essential for planning courses of study, counselors serve as a valuable resource for students in helping to select appropriate courses. Pre-transfer students are urged to consult with counselors and with the catalogs of the institutions they wish to attend in order to be certain they fulfill all lower division general requirements and specific major requirements of the upper division colleges of their choice.

Counseling also offers a variety of services and resources designed to aid students in choosing, changing, or confirming career goals and taking appropriate steps to reach those goals. Students are advised to make their vocational plans or to select the school to which they wish to transfer as early as possible in their college career. Frequent changes of program or changes in vocational objectives may delay graduation or interfere with successful transfer to other collegiate institutions. Responsibility for meeting these requirements rests entirely on the student.

Yuba College has counselors available at Yuba College, Beale AFB Outreach Services, Clear Lake Campus and Sutter County Center. Students are encouraged to use the counselors' expertise as they progress through their programs.

GROUP COUNSELING/ORIENTATION: Yuba College provides several types of orientation programs: registration briefing sessions, self-paced orientation courses, and career and college planning courses (Counseling 10, 15, 15A, 15B, 25, 30, 35, and 45).

Yuba College counselors provide essential information concerning college graduation and transfer requirements, rules and regulations, and registration procedures for Yuba College programs.

To schedule a counseling appointment at Yuba College call (530) 634-7766 or Clear Lake Campus call (707) 995-7900.

Dining Facilities

In order to accommodate those students who prefer to eat on campus, a Dining Commons is available at Yuba College. Food service is provided Monday through Thursday, 7:30 a.m. until 2:30 p.m. and Friday 7:30 a.m. until 1:30 p.m., with meals at regular hours and fountain and snack bar service at other times.

Sutter County Center 49er Café is open Monday and Wednesday from 7:30 a.m. until 7:30 p.m. and Tuesday and Thursday from 7:30 a.m. until 3:00 p.m. and offers a variety of grab and go food items.

Aromas Restaurant, at the Clear Lake Campus, serves lunch Tuesday-Thursday from 11:30 a.m.-1 p.m. Java Express serves coffee, tea, espresso and home-made baked goods Tuesday-Thursday from 9 a.m.-1 p.m.

Distributive Education

Distance Learning courses include televised courses (ITV) and fully online courses. A complete listing of these courses is located in the Schedule of Classes under 'Distributive Education' and on the YCCD eLearning website (<http://de.yccd.edu/>). Content, instruction, assignments, testing and student/faculty interaction occur at a distance. Some faculty may require students to come to campus to take exams or require prior approval for exams proctored at a remote site.

The rigor of online and ITV courses is equal to a regular course. Students need to have good time management and computer literacy skills and be able to work independently. Two, 1 unit online courses are offered each term to help prepare students to be successful online learners: EDUC/MCOMM 40, Introduction to Online Learning and LIBSC 1, Basic Research Skills.

ITV courses feature Yuba College or Woodland Community College instructors. These courses are televised live via local cable services and accessible on the web via the YCCD eLearning software. Students accessing ITV via cable must be served by one of the designated cable delivery systems that provide our ITV service. Satellite delivered television services do not carry the ITV cable channels.

Fully online courses are delivered using the YCCD eLearning course management software which is accessible via the Distributive Education website and within the MyCampus portal. Students access YCCD eLearning using their college student ID and password once they are enrolled in a course that uses this software. Technical support is provided via phone, email, virtual PC software, and in person. For more information, staff contacts and technical assistance, check the Distributive Education website.

Disabled Student Program and Services (DSP&S)

DSP&S is designed to equalize educational opportunities for students with disabilities that impact their academic participation such as vision, hearing, psychological, mobility, and learning. Screening for learning disabilities is available to all currently registered Yuba College students experiencing difficulty in their classes or who have a history of special education needs. Support services for eligible students may include academic accommodations such as test proctoring, note taking, disability advising, priority registration, auxiliary aids, interpreter services, and mobility aids. Specialized classes are offered each semester at Yuba College including Adaptive Physical Education, Academic Strategies, Assisted Computer Technology, and Reading/Writing Development. DSP&S services are also available at the Clear Lake Campus.

For more information about eligibility or to apply for services call DSP&S at Yuba College at (530) 741-6795 (voice) or (530) 741-6582 (TTY); Clear Lake Campus students call (707) 995-7910 (voice) or (707) 995-4183 (TTY).

Extended Day and Outreach Programs

The Outreach Program, planned to serve the diverse needs of the adult population of the entire District, accomplishes its aim through several facets:

- The On-Campus Late Afternoon and Evening Program;
- The Off-Campus Program providing service at sites throughout the District wherever fifteen or more individuals identify an educational need the College may properly meet;
- Short Term Courses, as short as one day or a weekend, when appropriate to meet an identified need;
- State-approved Non-Credit Courses to meet needs of adults which are not properly met through credit courses; and
- The Public Events Program which sponsors cultural events, speakers, musical events, and other activities not appropriate as credit or noncredit courses.

Economic Development

Yuba College works with employers and community agencies to deliver customized training for employability and for upgrading work force skills. Call (530) 741-6984 for information about these activities.

Extended Opportunity Program and Services (EOP&S)

This state-funded program provides financial assistance and educational support services to eligible, financially and educationally disadvantaged, nontraditional students. EOP&S includes intensive supportive services which enhance the potential for student retention, successful completion of academic and vocational programs and transfer. Some of the services offered include career planning, academic and transfer counseling, tutoring, peer support and advising.

Cooperative Agencies Resources for Education (CARE)

As a supplemental component of EOP&S, CARE provides educational support services designed for the academically underprepared, low income, single head of household, single parent population. Grants and allowances for educationally-related expenses (such as child care, transportation, textbooks and supplies) may be awarded as a means of strengthening the retention, persistence, graduation and transfer rates of these individuals.

For more information call EOP&S/CARE at Yuba College, (530) 741-6995; Clear Lake Campus, (707) 995-7912.

Health Insurance

Students are covered by an accident insurance policy up to a maximum of \$20,000 liability for any on-campus activity or school-related activity off-campus. This is secondary accident insurance coverage, which means that if students have their own accident policy, it will provide the primary coverage and the District's accident policy will pick up any excess claims up to the limit of its liability. If a student does not have an accident insurance policy, the District accident insurance policy becomes primary coverage up to the maximum limit. However, in many cases, this policy does not provide 100% coverage.

Programs and Services

Library

The Yuba College Library offers a wide variety of information services and resources to support student learning across curriculum. With access to updated book and electronic book collections, periodical subscriptions, and online research databases, the library is a great place to start any research project. Students are welcome to study in a quiet environment, search on a topic, and get help in finding information. Private research appointments are available, allowing students to meet one-on-one with a librarian. In addition, Yuba College students can gain research skills by enrolling in LIBSC 1 class and/or attending an orientation session.

A major library renovation began in January 2012. During the renovation, the library is housed in a temporary facility (Bldg. 300). Members of the public are welcome to use the facilities any time the Library is open. A new Learning Resources Center is scheduled to open in January 2014.

The Clear Lake Campus and Sutter County Center Libraries support students with a full range of electronic books, online databases, periodical subscriptions, and a small print collection. Interlibrary loans for printed materials are available to all Yuba College students and faculty.

Selective Service Registration

Almost all male U.S. citizens living in the U.S., who are 18 through 25, are required to register for the military draft. However, men who currently register are not automatically inducted into military service. Presently, the United States operates its military through volunteer enlistment. The last time men were inducted into the military was during the Vietnam War. Registration for a possible future draft is required to ensure America's preparedness in the event of a military crisis. In the event of a crisis that necessitates a draft to be invoked, men would be called in sequence determined by random lottery number and year of birth. They would then be examined for mental, physical and moral fitness by the military before being deferred or exempted from military service or inducted into the Armed Forces. You may register as soon as you reach the age of 17 years and 3 months but must register within 30 days of turning 18.

If you do not register, you could be prosecuted and fined up to \$250,000 and/or be put in jail for up to five years. Registration is also required to qualify for Federal student financial aid, job training benefits, and most Federal employment. The Selective Service Registration Form may be obtained from the Yuba College Admissions and Records Office or from your local post office.

Small Business Development Center (SBDC)

The Yuba Community College District SBDC offers free, confidential, one-on-one counseling, low cost seminars and workshops and referrals for specialized business information and resources. These services are available to current or prospective small business owners: business planning, cash flow analysis, loan package facilitation, marketing/sales planning, cost projections, revenue projections, E-business planning, permit/license assistance, accounting, tax planning, government procurement, sources of financing, location/lease review, sale or ownership transitioning.

The SBDC offers workshops for those thinking of starting a business, a Quick Books workshop for business owners, Website Design/Internet Marketing workshops, Youth Entrepreneur Program Training and a 14-week entrepreneurial training class. These hands-on intensive training classes cover a variety of topics of interest to pre- and existing small business owners such as: business plans, marketing plans, financing options, operations, loan application, time management, etc. Outside experts are invited to speak on specific subjects like income taxes and small business loans. Completion of this entitles the student to be able to apply for special Micro-Enterprise funding through the County of Yuba.

If you already have a business up and running, you are immediately entitled to the free business counseling and low cost training classes in key business skills.

For further information go to our website at www.yubasbdc.org, or to schedule an appointment, call (530) 822-0140 or (707) 263-0330.

Career Technical Education Transitions

The Career Technical Education Transitions (CTE) Program of the Yuba Community College District coordinates the awarding of college credit to high school students who meet approved articulation requirements. An articulated course is one in which the high school instructor/Regional Occupational Program (ROP) and Yuba College faculty have formally agreed that the high school's/ROPs course outline, syllabus, textbook, and final exam are comparable to those in a course of the same major within Yuba College. Students receive credit on a Yuba College transcript once articulation requirements have been completed. The CTE Transitions Program prepares students to earn a certificate, an associate's degree or transfer to a 4-year university.

For more information about the CTE Transitions Program, contact the YCCD Career Technical Education Transitions Office at (530) 634-7785, visit the Admissions and Records Office at any campus, or see your counselor. Also visit the CTE Transitions website at <http://www.yccd.edu/educational-services/cte/default.aspx>.

Transfer Center

The Yuba College Transfer Center hosts an annual fall transfer program called, "College Information Day". This program brings representatives on campus from the University of California, California State University, independent California colleges and university systems, in addition to out-of-state colleges. Both Yuba College and area high school students have an opportunity to visit informally with these representatives to obtain information concerning their programs, services, and application procedures.

The Transfer Center offers services and resources for students seeking information about four-year colleges and universities. For some students, the transfer process can be overwhelming. Yuba College counselors and Transfer Center staff are committed to help students with the phases of the transfer process, and the many transfer options available. These services include:

- Computers with Internet links to web sites related to transfer;
- Appointment opportunities with representatives from four-year institutions;
- The annual College Information Day;
- Workshops in a variety of areas.

For more information, call (530) 741-6790 at Yuba College or (707) 995-7900 at Clear Lake Campus.

TRIO Programs

Pre-college programs at Yuba College are TRIO programs which consist of Educational Talent Search (ETS) and Upward Bound (UB). Both programs are federally funded through the U.S. Department of Education to serve low-income and, potential first-generation students to progress through the academic pipeline from middle school to post baccalaureate programs.

Educational Talent Search. The Educational Talent Search program, serves 6th through 12th grade students from Albert Powell High School, Andros Kaperos School, Gray Avenue Middle School, Linda Elementary, Lindhurst High School, Marysville High School, North Marysville High, River Valley High School, South Lindhurst High, Yuba City High School, and Yuba Gardens Intermediate School.

The services listed below are free and available to ETS participants:

- Academic tutoring
- Enriched cultural activities
- Academic and career guidance
- Scholarship research assistance
- College and Financial Aid applications assistance
- Workshops for the parents of participants
- College and educational field trips

- Yuba College Summer Program

Upward Bound. The Upward Bound program is in the first year of a 5 year grant cycle, serving high school students from Live Oak, River Valley, Wheatland and Yuba City high schools. The program provides opportunities for participants to succeed in a pre-college performance and ultimately in higher educational pursuits. The goal of Upward Bound is to increase the rates at which participants enroll in and graduate from institutions of post-secondary education. Additionally we provide support to high school students in their preparation for college admission. Upward Bound activities include:

- Six-week Summer College Academic and Cultural Enrichment Program
- Saturday Workshops provide opportunities to be instructed in learning styles, career exploration and personal skills development
- Weekly sessions at the student's respective high school with the Upward Bound Learning Specialist to assist in academic, career and personal advising and college exploration and planning
- Daily after school tutoring
- Academic instruction in English, foreign language, mathematics, science and other academic classes
- College visits
- Cultural enrichment activities
- Leadership workshops and conferences
- New and renewable scholarships

To learn more about the Upward Bound Program, call (530) 749-3858 or visit the Yuba College website.

The Legislative requirements of all TRIO programs can be found in the *Higher Education Act of 1965, Title IV, Part A, Subpart 2, Federal Early Outreach and Student Services Program, Chapter 1, Federal TRIO programs.*



Programs and Services

Veterans Services

Yuba College is approved for the training of veterans and dependent students. The Veterans Service Office (VSO) assists veterans, reservists, and dependents (of service-connected disabled, or deceased veterans) with their educational benefits. The VSO also acts as a liaison with the U.S. Department of Veterans Affairs.

Yuba College requires that all veterans and/or dependents who wish to collect education benefits call the Yuba College VSO to start a file. The VSO will provide assistance in applying for benefits, educational pay, college registration, placement testing and counseling referrals.

All benefit recipients are required to submit a copy of a current class schedule to the Yuba College VSO each semester. Regional VA processing of benefits can take 4 to 6 weeks. For more detailed information call the Yuba College VSO at (530) 741-6822; fax: (530) 741-7740

Credit for Military Experience Upon application, the College will evaluate military records to determine if a student may be awarded elective credit for military service. The service person must have spent at least four months in active service and have a discharge other than dishonorable. These units will satisfy the Health/Physical Education graduation requirement.

College credit may be allowed for the completion of college-level courses in formal service schools in accordance with recommendations found in the Guide published by the American Council on Education. Credit may also be allowed for college-level U.S. Armed Forces Institute (USAFI) courses (but not for USAFI GED tests).

Servicemembers Opportunity College Yuba College is a designated Servicemembers Opportunity College (S.O.C.) involving an educational concept, jointly sponsored by educational agencies within the U.S. Department of Defense and the American Association of Community and Junior Colleges, recognizing that individuals serving in the Armed Forces often have unique educational needs. Yuba College has committed its resources to aid in the quest of education. Admission, residency, course credit, and degree requirements are in accordance with the criteria for Servicemembers Opportunity Colleges.

Special academic assistance is provided and credit is granted for educational experience obtained in the Armed Services, College Examinations (CLEP), College Proficiency Examinations (CPEP), U.S. Armed Forces Institute (USAFI) courses, and on-campus "challenge" examinations. Under a Contract for Degree agreement, developed with the college service member's Counselor, a service person may plan to earn an associate degree from the College as a result of a variety of learning options with a minimum of only 12 units earned, in any time sequence, at the College. Information regarding these opportunities may be obtained from any Yuba College counselor or from the Counseling Office.

Veterans Standard of Progress A veteran student who is receiving veteran benefits, and is placed on academic probation, will be reported to the Veterans Administration prior to the commencement of the next semester. If the student remains on academic probation beyond two semesters and has not achieved, at least, a 2.0 GPA for the most recent semester (excluding summer session), the College is required to report a termination of benefits directly to the Veterans Administration due to unsatisfactory progress. The veteran's Certifying Official cannot certify a veteran for any class beyond that point.

Once the veteran's Certifying Official certifies or recertifies a student for re-enrollment after termination for unsatisfactory progress, the Veterans Administration presumes that the College has determined the student's ability to maintain satisfactory progress in the future. Any student needing to be recertified will need to consult the veteran's Certifying Official for assurance that all procedures and requirements have been met.

Military Withdrawal A military withdrawal occurs when a student who is a member of the United States military (active or reserve) receives orders necessitating a withdrawal from enrolled courses. A student must file a petition requesting this option and attach a copy of military orders. Upon verification of such orders, a withdrawal symbol of "MW" will be assigned. Military withdrawals will not be counted in progress probation and dismissal calculations.

For more information, call the Yuba College Veterans Service Office at (530) 741-6822, Fax: (530) 634-7740 or Clear Lake Campus (707) 995-7900.



Work Force Investment Act (W.I.A.)

The Work Force Investment Act (WIA) is a federally funded program that offers financial assistance to individuals who wish to obtain vocational training and have un-met needs after applying for the tuition fee waiver and financial aid. The program will help you find a job or train for a new career. Authorized workforce investment activities provided at the local level benefit job seekers, dislocated workers, youth, incumbent workers, new entrants to the workforce, veterans, and employers. These activities promote an increase in the employment, job retention, earnings, and occupational skill attainment by participants. This improves the quality of the workforce, reduces welfare dependency, and enhances the productivity and competitiveness of the nation. Acquiring employment, retention, and self-sufficiency through training are priorities with WIA. It is important that you choose a career with a labor market. If jobs are not available in your local area, you will need to consider relocating or commuting to another area.

The WIA office is located in room 121, next to the Admissions and Records Office. This office offers a computer lab with current software programs, internet access, a study area, and a small lending library for textbooks. Come by and see if you qualify for on-the-job training, books, supplies, child care, tools, fees, testing, transportation assistance, and other school or job-related needs. This is not a loan and does not have to be repaid. You can be on Financial Aid, EOP&S, unemployment, and scholarships, and still receive WIA assistance. This is not an entitlement program, you must qualify and then it is based on funds available at the county level. For more information call (530) 741-6830 or email: wia@yccd.edu.

Writing and Language Development Center (WLDC)

The Writing and Language Development Center (WLDC) is open to all currently enrolled Yuba College students. Located in room 1251A, we offer the following services:

- Drop-in assistance for writing assignments in any Yuba College course
- Regular weekly appointments available for English, ESL, and reading
- Computer lab for students working on language arts assignments
- Technology assistance
- ESL conversation groups and grammar workshops
- MLA, APA, and Chicago style formatting help
- Informal study space
- Proofreading tips
- Kurzweil 3000 software for assisted reading & writing

For more information call (530) 740-1709.

Yuba College Foundation

History: The Yuba College Foundation was established in 1972 to support programs, services and scholarships that would help to improve student life at the campuses and centers of the Yuba Community College District. Throughout the subsequent decades, numerous gifts and sound investing have built the corpus of foundation funds to a level approaching \$7 million dollars, making the Yuba College Foundation one of the larger community college foundations in the State of California.

Donations: As a registered 501 (c)(3), Yuba College Foundation, Inc., is able to assure that all gifts received by the foundation are fully tax deductible. The foundation has received direct support through gifts of cash, real estate, equities and art throughout its 41 years of operation. Additionally, planned gifts such as wills, charitable remainder trusts, and insurance policies have benefited the foundation's programming capabilities. In-kind gifts, such as laboratory equipment, usable automobiles, and classroom supplies, if properly appraised, can also provide the donor with a tax deduction. The Foundation office can be reached at (530) 749-3868 to discuss options for giving.

Programs: The Yuba College Foundation has supported literally hundreds of projects, programs, services and scholarships throughout its 41 years of operation. In recent years, direct support from the foundation has provided networking equipment for the Clear Lake Campus, laboratory support for the Administration of Justice Program at Yuba College and hundreds of thousands of dollars in direct student support through scholarships or book grants. On the average, between 45-50 projects and scholarships per semester receive support through donations to the Yuba College Foundation.

Governance: Yuba College Foundation is overseen by a Board of Directors, with representatives coming from both the Yuba-Sutter and Yolo County regions. Listed below are the current officers and members of the Yuba College Foundation Board of Directors:

Rodney Beilby (College President, Interim)
James Buchan (Foundation Board President)
John Cassidy
James Kennedy (BOT Liaison-Yuba College)
Christopher Myers
Tara Perrin-Preus
Cindy Seidel
Xavier Tafoya (BOT Liaison-Woodland)
Leslie Williams

Admissions

Yuba College does not restrict admission to residents of the District, nor does it restrict the privilege of District residents to attend any other community college. Nonresident students are accepted on the same basis as California resident students, except that State law requires a tuition charge (see “Residency Requirements” below).

Open Enrollment Policy

All courses, regardless of where offered, are open to members of the public who are otherwise eligible for admission with the following exceptions:

- Courses that are specifically exempted by statute, including “impacted” allied health programs (Radiologic Technology, Veterinary Technology, ADN, Psychiatric Technician, etc.)
- Courses closed by maximum enrollment of students by the “priority registration” policies;
- Courses with academic requisites that restrict enrollment of academically unqualified students; and
- Courses with content that would be a repeat of a course of equivalent or more advanced course work previously taken by the student (exceptions require counselor evaluation and approval).

Applicants may apply for admission on-line by going to our website at yc.yccd.edu

Admission to Impacted Programs: Impacted programs require a special application. For Associate Degree Nursing (ADN), Psychiatric Technician, Radiologic Technology call (530) 741-6784. For Veterinary Technology call (530) 741-6786.

International Students must obtain a special application which will be mailed upon request from the Office of Student Support Services, located on the Yuba College campus or call (530) 741-6705.

Age and/or High School Graduation Requirement: In general, all full-time students must have earned a high school diploma, a *State Certificate of Proficiency*, or the equivalent, or be 18 years of age as of the date of registration, as provided in Section 76000 of the *Education Code*, and meet Federal “Ability to Benefit” requirements.

Concurrent Enrollment of High School Students: A high school student who has completed the eighth grade may be admitted on a part-time basis subject to the following requirements with the written recommendation of the high school administrator and the parent’s permission: no Physical Education courses may be taken; students must have met any course prerequisite requirements; students are required to fulfill the minimum day requirement at their high school, or, for charter/home-schooled students, the parent has to verify that the proposed college course work will not interfere with the student’s basic high school course work; charter or home-schooled students must present a grade equivalency certification documenting the grade level the student has achieved; charter or home-schooled students must present a copy of the affidavit submitted to the State or County Office of Education to document the student’s involvement in an educational process; concurrently enrolled students receive the lowest registration priority. Students must be certified to be eligible for advanced scholastic or vocational coursework. Call the high school administrator for information concerning authorization to enroll. Students are subject to all rules, regulations, and fees of the College. The enrollment fee will be waived for eligible students, but the Student Services fee (and non-resident tuition if applicable) will be charged.

Application Process Steps to Apply:

File an application for admission.

- File high school and college transcripts; transcripts must be received by direct mail from the issuing institution or hand-carried in a sealed official envelope.
- Complete the College *Placement Examination* (CPT). The test should have been completed within the last three years or it is suggested that it be repeated. It may be taken twice in a two-year period.

You will then be given a registration appointment to:

- Participate in an orientation program (usually done on-line) to become acquainted with the College’s programs, services, academic expectations, procedures, and regulations.
- Meet with a counselor to develop an educational plan appropriate to the student’s goals and present learning skills. Counselors can suggest programs that will strengthen a student’s learning skills.

Residency Requirements

California state law mandates that each student who applies for admission to provide residency information and evidence as deemed necessary by the Admissions and Records Office to determine the student’s residence classification. The following rules regarding residency determination are not a complete explanation. For further information, call the Admissions and Records Office. These rules are subject to change at any time in accordance with State law.

The residency determination date is the day prior to the first day of instruction for each semester.

General Rules for Residency:

1. Persons who are 19 years of age or older may establish residence in accordance with the criteria listed below. Year of residence must begin after the eighteenth birthday.

2. Persons who are under 19 years of age may establish residence in accordance with the criteria listed below and the following: (a) Married minors may establish their own residence, and (b) an unmarried minor derives residence from the parent with whom he or she is residing. If the student lives with neither parent, residency is derived from the parent with whom he or she last lived. (The residence of an unmarried minor who has a parent living cannot be changed by her or his own act, by appointment of a legal guardian, or by relinquishment of a parent's right of control.)

3. Active duty military personnel stationed in California are entitled to resident classification.

4. A dependent child or spouse of an active duty military person stationed in California is entitled to residence classification.

5. A member of the armed forces of the United States stationed in California on active duty for more than one year immediately prior to being discharged will be granted a "one-year grace period" in order to establish California residency. Establishment of residency requires physical presence and acts of intent be demonstrated for one full year.

6. Persons who have had a "permanent residence visa" for one year may establish residence in accordance with the criteria listed below.

7. Nonresident and non-citizens (other than "non-immigrant aliens" who are out of status with INS) who have attended a California high school for at least three years and who graduated from a California high school may be eligible for an exemption of the non-resident tuition. (Pick up an AB 540 application form at the Admissions and Records Office.)

8. A student who was classified as nonresident and is seeking reclassification as a resident **MUST** show financial independence. Financial independence requires not having been claimed as a dependent on state/federal income tax forms by parents, not having received more than \$750.00 a year from a parent, and not having lived more than six weeks in a year with a parent in the immediately preceding twelve months. Students will be required to submit documentation showing how tuition and living expenses were paid during the preceding year.

Criteria for Residency: Nonresident students do not automatically become residents by merely being in California for more than one year. State law also requires "proof of intent" to establish California residence for more than one year prior to the residence determination date. The burden of proof rests with the student, not the College. Students must present a combination of documentation to prove intent to be a resident. Students must also show no contrary intent, that is, they must not have maintained residence status in their former state (i.e. driver's license, taxes, car registration, etc.). Types of documentation that may be submitted that will help to establish proof of intent (with lack of intent for residence in another state) include the following. No one factor is decisive.

Documentation: W-2 form; California State Income Tax payment; Driver's license; Motor vehicle ownership and registration; Purchase of property; Voter registration; License from California for professional practice; Any other proof of intent as may be deemed necessary to establish residence classification.

A student incorrectly classified as a California resident because of falsification of information is subject to reclassification as a nonresident and payment of nonresident tuition or exclusion from class(es) upon notification. Students classified as nonresidents may appeal the decision within 30 days of the date of the residence classification decision.

All students classified as nonresident are required to pay *Nonresident Tuition Fee*; the *Enrollment Fee*; and the *Student Services Fee* each semester. (See Schedule of Classes for current fee amounts.) Nonresident fees are refundable only during the first two weeks of a semester (dates vary for short-term classes) if the student withdraws from a course. The date on which the withdrawal is received in the Admissions and Records Office will determine the refund date.

Refunds shall not exceed the amount of tuition paid, and will be processed in accordance with District regulations (see "Refund" section).



International Student Admission

Under Federal law, Yuba College is authorized to enroll students on F-1 student visas for a general education degree and/or transfer programs. International students applying for admission must request an International Student application packet from the Office of Student Support Services by calling (530) 741-6705.

The deadlines to apply are May 15 for the fall semester and December 1 for the spring semester. Since applications will not be considered until all required documents are on file, students are encouraged to request applications early.

To be considered for admission, an international student must meet specific criteria and agree to:

- Pay *Tuition, Enrollment Fees and Student Services Fee* at the time of registration. (See current fees in Schedule of Classes.)
- Complete the required application packet which consists of:
 1. Application form, including a recent photograph
 2. Copies of high school and college transcripts
 3. A TOEFL examination with test scores sent from the testing service to Yuba College (minimum score of 475 on the Written test, 152 on the Computer-based test, or 53 on the Internet-based test is required.)
 4. A letter of English Proficiency
 5. A certified financial statement, showing evidence of support, in U.S. dollars, for duration of the time in the U.S. (should be able to provide approximately \$12,794 annually without planning to work while in the U.S.)
 6. A letter of recommendation
 7. A certificate of health to include a special test for tuberculosis.
 8. A \$25.00 Application Processing Fee.
- You are required to carry your own health insurance and to provide a copy of proof of health coverage to the Office of Student Support Services at Yuba College.
- Pursue a specific degree program, and upon arrival at Yuba College you will need to meet with a counselor to develop your individual Education Plan. You will be expected to follow the Education Plan while studying at Yuba College.
- Register in required English courses each semester until graduation requirements are met.
- Complete a minimum of 12 units each semester with at least a "C" average.
- Complete academic program in a maximum of six semesters.

- Work with the International Student Assistant to meet all requirements for international students.
- Provide own housing.

Only those students who agree to each of the above requirements and meet the above criteria will be considered for admission to Yuba College. Applicants who are accepted to Yuba College will be mailed the *Immigration and Naturalization Form I-20*.

Matriculation

Matriculation is a process designed to help students achieve their educational goals. All new, transfer, and returning students (who have not attended a Yuba College class within the last three years and do not meet the matriculation exemptions) will complete the matriculation process. Yuba College is committed to helping students achieve their educational goals through the matriculation process, which includes:

- Admission to the College
- Assessment of English, mathematics, and reading skill levels
- Orientation, which provides information about programs and services, academic expectations, and procedures
- Counseling to assist in defining goals and developing a plan to achieve those goals
- Registration for classes
- Follow-up services to help students progress toward their educational goals.

Matriculation Exemptions: At the time of application, all students are classified as Exempt or Non-Exempt from various matriculation components. Exempt students are those who meet two or more of the criteria listed below. (NOTE: These exemptions do **not** provide clearance for Priority Registration or enrollment into specified English, mathematics, or reading courses.)

- Have completed an Associate or higher degree, *provide verification of degree*;
- Concurrently enrolled in high school *need* permission form signed by parents and high school official
- Enrolled in only classes for which they have approved previous training (e.g., firefighters taking a fire science class);
- Enrolled in fewer than 6 units;
- Do not plan to earn a degree or certificate;
- Completed at least 24 units at another college within the past three years and were in good standing-verification required;
- Enrolled in only performance classes (e.g., acting, drawing) or activity classes (e.g. physical education);

- Enrolled in only job-skill upgrade, self-improvement, or general interest courses.

Performance Courses Eligible for Matriculation Exemption:

Art 1L, 2, 4B, 6A, 6B, 7B, 7C, 8A, 8B, 9A, 9B, 12A, 12B, 14B, 15B, 19A, 19B, 27, 29, 32A, 32B, 33, 34C, 35, 36A, 36B, 36C, 38, 39, 40, 41, 42, 43, 44, 46

Music 1C, 1D, 2A, 2B, 2C, 2D, 8A, 8B, 31R, 32R, 33R, 34R, 35, 40A, 40B, 40C, 40D, 41A, 41B, 42, 43R, 44R, 54R

For those performance courses that are eligible for Matriculation Exemption, see your Counselor.

Physical Education 1.21-1.79 series of classes, 2.01-2.13, 3, 4, 6, 7, 11R-17R, 21, 31R, 32R, 36R, 37R

Theatre Arts 11A, 11B, 12A, 12B, 29, 32, 45B

Note: Students wishing to take a course for **general interest** or for **personal/professional improvement** should call the Admissions and Records Office for enrollment dates. Students will be expected to meet any academic prerequisites regardless of the purpose for taking the course.

Exemption from taking the **placement examination only** may apply to students who:

- Have completed previous course work in English, mathematics and reading.
- Have completed placement tests at another post-secondary institution - *provide documentation.*

Students seeking an exemption from the matriculation process must submit an exemption form. Forms are available at all Admission and Record sites.

Matriculation – Students’ Rights, Challenge, and Complaint process: Students may challenge any matriculation component. To do so, consult with a college counselor. Challenges and/or complaints may be filed with the Office of Student Support Services, who is responsible for investigation and resolution.

Students who meet the criteria and receive an exemption from a Yuba College counselor, and students enrolling in summer session only, are eligible to register as non-matriculated students without meeting any requirements other than the basic legal admission requirement.

- For the purpose of registration status classification, such a student will be classified as a non-matriculant.
- For purpose of academic classification, the student's statement on the registration form will be accepted without verification.

Students classified as non-matriculants will be required to declare an educational goal during the term after which the student completes 15 semester units of degree-applicable credit course work. These students will be provided an opportunity to see a Counselor to develop a student educational plan.

Continuing students should schedule a counseling appointment for assistance in registration, advising, and completion of an educational plan.

All other applicants should file a *Registration Application*, complete the *Placement Examination*, and have high school and/or college transcripts sent to the Admissions and Records Office at the Yuba College campus. Applicants will complete orientation and meet with a counselor to discuss educational plans and select appropriate courses for registration.



Registration Procedures

Student Responsibility Regarding Registration

Students should acquaint themselves with College policies and procedures, study this Catalog and the *Schedule of Classes*, consider the curricula carefully, and plan the courses needed for graduation and required for their majors as well as courses desired for electives before registering online through WebAdvisor.

Students must assume complete responsibility for fulfilling all requirements to meet planned objectives. Students on probation should carefully consider the consequences of their status when planning for registration.

Assessment services include counselor appraisal of previous college and/or high school work (transcripts should have been sent to the College), as well as, placement (CPT) examination scores, and other information such as number of hours working, etc., that may have an effect on student goals. Assessment is used to advise students about courses and services most appropriate to their skills, educational backgrounds and career goals. (See also "Placement Examination" section for other information.)

Change in Enrollment

Students wishing to change their course enrollment may add or drop classes using WebAdvisor registration, or by submitting the appropriate forms to the Admissions and Records Office. Full-term courses may be added during late Registration period (see "Schedule of Classes"), later only in special cases and with instructor approval.

ENROLLMENT FEES. Enrollment fees for classes that are dropped on or before the refund deadline (fourteenth calendar day for full-semester classes or ten percent of a short-term class) are credited to the student's account (see "Refund" section).

If a class is dropped prior to Census Date (20% of courses), no notation of the course will be entered on the student's transcript. If a class is dropped after that time but prior to the end of the tenth week of a regular semester (75% of the term), a "W" will be entered on the student's transcript. If the drop is processed after that time, State law provides the grade must be other than a "W," and usually it will be a failing grade.

It is the student's responsibility (not the instructor's) to process all adds and drops. This is not an automatic process. Students who discontinue attendance in any class without officially dropping the course are subject to a failing grade. If the student drops a class using WebAdvisor, it is the student's responsibility to check that adds and drops were correctly processed.

Maximum Unit Load

The average student load is 16 units per semester. A counselor will allow a student to register in an excess of 16 units only when it is necessary. In any case, 19 units is the maximum load which may be approved (limited to 16 maximum for a student on probation). Units in excess of 19 are allowed only for the most urgent reasons and on the basis of counselor approval.

Eight units is the maximum in which a student may register during the summer session without counselor approval.

Placement Examination

The purpose of the Placement Examination is to assess each student's skills in mathematics, reading, and English, and determine the appropriate beginning courses in each discipline. The placement system is designed to place students into courses in which they may build on their current skills and advance through the curriculum at the pace best suited to their needs and abilities.

All students who plan to enroll in English, mathematics, or reading courses or courses with a heavy reading content or math content; those who plan to graduate or transfer units to another institution; and concurrently enrolled high school students are required to complete the Placement Examination prior to enrolling into classes. The examination generates a profile of each student's reading, mathematics, and writing skills based on test scores and other information supplied by the student. Placement based on this multiple measures approach is mandatory. Students may challenge the placement by filing a prerequisite challenge form with the Office of Student Support Services. The results of the challenge are final. Students should seek counselor assistance when filing a prerequisite challenge.

Students may take the Placement Examination no more than three times in a 2-year period and not more than twice in any semester. There is a 30-day waiting period for retests. The placement examination may not be used to supplant a failed prerequisite course or to skip a course in a sequence of courses. Placement scores may be valid for up to three years.

Students may transfer test scores from another institution for use at Yuba College, provided the test used is approved by the Chancellor as a Second Party Assessment Instrument, the scores can be translated to the Yuba College Placement System and are no older than three years. It is the student's responsibility to have the other institution provide the score report to the YC Assessment and Testing Center. Placement will be made in accordance with current placement policies and procedures, and may differ from the placement at the previous college.

Registration Procedures



Students have the option of taking the Placement Examination instead of transferring their scores.

Students who wish to transfer to a 4-year institution should consult a high school or college counselor about taking other tests. Some institutions require SAT or ACT test scores from transfer students. SAT and ACT are not approved for use in California Community Colleges, and Yuba College does not offer either test at college sites.

Students who wish to take the Yuba College Placement Examination should call one of the Assessment and Testing Centers listed below, or call any Yuba College Counselor. The Placement Examination also is offered at selected high schools. Yuba College: (530) 741-6864; Clear Lake Campus: (707) 995-7900; Beale AFB Outreach Services: (530) 788-0973, Sutter County Center: (530) 751-5600.

Students with disabilities or special testing needs should discuss options and accommodations with a counselor and/or Disabled Students Programs and Services staff. The Yuba College Assessment and Testing Center comply fully with the provisions of the Americans with Disabilities Act.

For your privacy and safeguarding of your records, photo identification is required for all testing transactions.

Placement Levels

Placement scores identify the course level appropriate for each student's level of academic skill in English, mathematics, and reading. After successfully completing the placement-level course, students advance to the next level, and continue to progress until degree requirements are met. All students are encouraged to seek counselor advice in selecting courses appropriate for their educational goals.

Placement Level	English Courses
1001	English 105 or ESL 116A (Suggest Learn 180)
1002	English 105 or ESL 116B
1003	English 105 or ESL 105
1004	English 51
1005	English 1A

Placement Level	Mathematics Courses
2001	Learn 174
2002	Math 110 or General Business 100
2003	Math 111 or General Business 100
2004	Math 50 or General Business 56
2005	Math 51, Math 52, Math 58 or General Business 56
2006	Math 10, Math 15, Math 20 Math 25, or Statistics 1
2007	Math 21
2008	Math 7, Math 9
2009	Math 1A

Placement Level	Reading Courses
3001	ESL Reading 116A or appropriate English Composition course as indicated on placement test.
3002	ESL Reading 116B or appropriate English Composition course as indicated on placement test.
3003	Reading 105 or appropriate English Composition course as indicated on placement test.
3004	Reading 70 or appropriate English Composition course as indicated on placement test.
3005	No reading required.

Placement Level	ESL Courses
4100	Level-1 courses ESL 212, 213, 214, 215, 217 or 218
4200	Level-2 courses ESL 222, 223, 224, 225, 226, 227, 228 or 229
4300	Level-3 courses ESL 232, 233, 234, 235, 237, 238 or 239
4400	Level-4 courses ESL 242, 243, 244, 245, 246, 247 or 248
4500	Level-5 courses ESL 252, 253, 257, 258 or 259
4600	Level-6 courses ESL 262, 263, 267 or 268

Registration Procedures

ADVISORY PLACEMENT LEVELS FOR COURSES REQUIRING COLLEGE-LEVEL SKILLS.

Many “entry level courses” that are numbered 1-99 carry credit/units that apply toward the associate degree and require college-level language and/or computation skills for successful participation. It is recommended that students meet the following criteria if they plan to enroll in any course with a description that includes an “L”, “M” and/or “C.” “L” means college-level language skills are recommended, “M” means college-level computation skills are recommended and “C” means computer literacy recommended. These requisites are advisory only.

Students may meet the recommended criteria for “L” courses by:

1. Achieving a *Reading Placement Code* of “3004” or higher; or achieving a grade of “C” or better in Reading 70; or concurrent enrollment in Reading 70; or
2. Achieving an *English Placement Code* of “1003” or higher; or achieving a grade of “C” or better in English 105; or concurrent enrollment in English 105.

Students may meet the recommended criteria for “M” courses by:

1. Achieving a *Mathematics Placement Code* of “2003” or higher; or completing Math 110, General Business 100, or Math 111 with a grade of “C” or better; or concurrent enrollment in Math 110, General Business 100, or Math 111.

Schedule of Classes

The *Schedule of Classes* is published each semester. The *Schedule* includes registration procedures, course information, critical deadline dates, the official *Academic Calendar*, and other important information for students.

Unit of Academic Credit

THE UNIT OF CREDIT IS THE SEMESTER HOUR.

The value of a course is computed on the basis of one unit of credit for each hour of lecture or discussion and three hours of laboratory. Courses meeting less than a full semester will require an equivalent number of hours prorated on a per-class meeting basis. Two hours of outside preparation are normally required for each semester hour of class lecture. In order to earn credit in a course, the student must complete the course; no partial units of credit are allowed. To serve the purposes of the students and the District, courses may on occasion be offered for less than the number of units indicated in the *Course Outline*.



Student Fees and Expenses

All fees quoted below are those known at the time this Catalog went to press.

STATE-MANDATED ENROLLMENT FEE. All students (unless at the time of registration they qualify for exemption* under State mandates) are subject to an *Enrollment Fee*. These fees are established by the State legislature and are determined at the time of enrollment by the student's unit load. The current fee is \$46.00 per unit.

*Exemptions: State regulations provide the following three programs to help eligible low income students with California residence status to have the *Enrollment Fee* waived.

- Board of Governor's Waiver (BOGW) Program A. For any student who, at the time of registration, is a recipient of (1) TANF (*Temporary Assistance for Needy Families*); (2) SSI/SSP (*Supplementary Security Income/State Supplementary Program*); (3) *General Assistance/General Relief Program*; or (4) The *California Department of Veteran Affairs* or the *National Guard Adjutant General's Certification of Eligibility* for a dependent's fee waiver.
- Board of Governor's Waiver (BOGW) Program B. For low income students who meet eligibility requirements.
- Board of Governor's Waiver (BOGW) Program C. For low income students who qualify for Financial Aid.

Prior to registration, students in any of these categories should obtain the appropriate application materials from the Financial Aid Office for exemptions.

NONRESIDENT/NON-CITIZEN TUITION. Students who have not established California residency in accordance with state regulations (see "Residency" section), will be required to pay the *Nonresident Tuition Fee* of \$210.00 per unit. Students who are both citizens and residents of a foreign country are required to pay \$210.00 per unit.

STUDENT SERVICES FEE. All students are required to pay a \$10.00 *Student Services Health Fee* each semester/summer session. Students who depend exclusively upon prayer for healing in accordance with a bona fide religion, sect, or denomination (upon written verification from an authorized church official) are exempt from paying the *Student Services Health Fee*. This church documentation must be submitted to the office of the Vice President of Academic and Student Services for the exemption.

PARKING FEE. Students who drive vehicles on campus will pay a Parking Fee and be issued a decal. The cost is \$40.00 per semester; \$20 for summer session. As an option, students may purchase a \$2 daily parking pass in lieu of a semester decal. The Parking Fee covers day and evening campus attendance. All non-student visitors may park in the General Parking Lots and must display either a valid semester parking decal or a \$2 daily parking pass.

These fees are nonrefundable after the fourteenth calendar day of the full-semester or the first ten percent of classes for short-term classes.

The Associated Students of Yuba College collect a voluntary annual *A.S.Y.C. Fee* of \$10.00 per year, \$5.00 per semester for services and benefits.

All students should be prepared to purchase their own books, which are sold at the Bookstore. Direct school expenses for the entire year, including books, will probably average \$600 to \$700; book costs for pre-professional students (such as engineering and medicine) will run somewhat higher.

Students in some health-care courses and programs (such as Nursing, Psychiatric Technology, Radiologic Technology) are required to buy drug testing, film badges, pay for a background check, and other related items for the program. The BOGW enrollment fee waiver does not cover these expenses.

Estimated total expenses, including personal expenses and travel, for a California resident is \$11,468.00. A sample budget for an average California resident for one year is shown below:

Average Expenses Included in the 2013-2014 Yuba College Financial Aid Budget for a Resident Student Living at Home

*State-mandated Enrollment Fee	\$1,124.00
Books and Supplies	1,666.00
Food	3,522.00
Housing	880.00
Transportation	1,170.00
Personal Expenses	3,106.00
Total	\$11,468.00

*Based on 12 units per semester plus \$10 Student Services Fee per semester

Student Fees and Expenses

Refunds

BOOK REFUNDS. Students who purchased textbooks at the Bookstore can obtain a full refund the first week of school if:

- The textbook is from the current semester.
- The textbook is in its original condition and has not been marked in any way.
- The student has the sales receipt for the textbook.

Students can receive a refund during the second week of school if the above policies have been met and a drop slip is provided. All other items, excluding food, may be returned up to 30 days after the purchase if in resalable condition and you have your receipt.

ENROLLMENT/STUDENT SERVICES FEES/ NONRESIDENT TUITION. Enrollment fees can be paid by cash, check, money order, debit card or credit card. YCCD accepts Visa, Master Card, Discover and American Express.

Students can request a refund of their student fees through the online request form in Webadvisor. Please allow four weeks for processing. A \$10.00 processing fee is charged for refunds. This amount will be deducted from your refund amount.

Students are eligible for a refund of these Fees if the procedures below are followed.

- The student “officially” drops the class on or before the refund deadline (fourteenth calendar day of the semester or ten percent of a short-term class), and
- The drop(s) reduces the student’s currently enrolled unit load.

Refund dates vary for each short term class (see refund deadline information listed in the *Schedule of Classes*). Dropping before the refund deadline date for the class determines whether or not a credit is available on your student account for refund.

If you paid your enrollment fees then were approved for a fee waiver, but there is no credit showing on your student account for you to request a refund, please contact Admissions and Records at your local campus or center.

If fees were paid by check there is a three week waiting period before the refund can be processed. If fees were paid by cash or check, the refund will be issued by check to the student.

If fees were paid by credit card or debit card, the refund will be processed back to the same card unless the transaction is unsuccessful, in that case the refund will be issued by check to the student.

If you have questions regarding a refund in process, please contact the YCCD Fiscal Services Department at cashier@yccd.edu.

At the end of each fiscal year any credits on the student account will first be applied to other outstanding fees. Any remaining credits will be issued by refund to the student. It is the student’s responsibility to keep their address and current telephone number updated in Yuba Community College District’s system by updating their information in Webadvisor.

PARKING PERMIT. Students who withdraw from classes before the fourteenth day of the semester may apply for a refund of the *Parking Permit*. The parking permit must be returned to the Admissions and Records Office or cashier to qualify for the refund. At that time, the Admissions and Records Office will void the parking permit, and the refund will be issued to the student less an administrative processing fee.



Financial Aid

FINANCIAL AID

The role of the Financial Aid Office is to help eligible students pursue their educational goals. The objective is to provide funds and services to eligible students, following institutional, state and federal regulations

Criteria and Procedures for Financial Aid

Refer to page 31 for a sample Financial Aid Student Budget for academic year 2013-2014. The application form to be used for most financial aid programs is the Free Application for Federal Student Aid Program (FAFSA). In order to determine "need" for financial aid funds, taxable and nontaxable income information is necessary. Award funds are made based on this need. Income, assets, debts, size of family, and number of family members in college are important factors considered in the calculation. This information is reported on the application form and forwarded to the central processor for further processing. Supporting documentation is required based on Federal regulations.

Deadline for Filing Financial Aid Applications

Applications for each academic year are available January 1st and are processed on a first-come, first-served basis. All awards are based on student eligibility and available funds. To be able to receive Financial Aid funds, eligible students must have a complete file, with the Financial Aid Office at Yuba College by the last day of instruction of the academic year. This may include the verification process.

Satisfactory Academic Progress

Students awarded financial aid funds are required, by Federal regulations, to make satisfactory academic progression towards achieving their educational goal. The specific requirements are described and included in the Yuba College Financial Aid Guide posted on the Financial Aid web site at yc.yccd.edu. Academic Progression towards the students' identified educational goal is required in order to continue receiving funds. Failure to make academic progress or be enrolled in required courses to achieve their educational goal may result in termination of Financial Aid.

RETURN TO TITLE 4 (R2T4). Students who drop completely or withdraw from classes prior to completing 60% of the term may be required to repay any unearned federal funds to Yuba College or to the Department of Education, per Federal regulations.

Programs Available to Yuba College Students

- **Scholarships.** Many scholarships are available to help students meet the cost of their education. These scholarships become available through private support from individuals and organizations in the Yuba College community who have contributed to scholarship funds.
- Most scholarships are based on academic achievement; others are based on financial need. A complete listing of all scholarships offered, eligibility requirements, deadline dates, and application information is available in the scholarship handbook posted on the Financial Aid web site at yc.yccd.edu.
- **Grants.** Federal, State, and Institutional grant programs are available to eligible Yuba College students. These funds are based on financial need criteria and eligibility and paid two times per semester. Included are Federal Pell; Federal SEOG Supplemental Educational Opportunity Grant, BIA (Bureau of Indian Affairs) Grant; E.O.P.S. (Extended Opportunity Program & Services) Grant CARE (Cooperative Agency Resources for Education) Grant; Chaffee Grant; and Cal Grants B and C.
- **Work Study.** The Federal Work Study (FWS) Program provides jobs for eligible students awarded FWS funds as part of their financial aid package. An award offer is not a job guarantee. Call the Financial Aid Office for additional information.
- **Direct Loans.** Contact the Financial Aid Office for information on Student Loans.



Financial Aid

AB 540 Dream Act

The Law: AB 540 authorizes any student, including undocumented students, who meet specific criteria to pay in-state tuition at California's public colleges and universities.

AB 540 Eligibility Requirements:

- Must have attended a California high school for 3 or more years;
- Must have graduated from a California high school or attained the equivalent of a high school diploma (received a GED or passed the California High School Proficiency Exam);
- Must have registered or currently be enrolled at an accredited institution of higher education in California;
- Must have filed or will file an affidavit stating that will apply for legal residency as soon as possible; and
- May not be a non-immigrant holding a valid lettered non-immigrant Visa 5.

AB 540 Affidavit - "California Non-Resident Tuition Exemption Request"

In order to receive the exemption from non-resident tuition, students must obtain, complete, and submit the AB 540 Affidavit to the Admissions and Records Office. Students may be required to submit additional documentation such as high school transcripts and appropriate records of high school graduation or the equivalent.

The California Dream Act

AB 130 allows students, who meet AB 540 criteria (California Education Code 68130.5(a)), to apply for and receive non-state funded scholarships for public colleges and universities; AB 131 allows students, who meet AB 540 criteria, to apply for and receive state-funded financial aid such as institutional grants, community college fee waivers, Cal Grant and Chafee Grant. Therefore, AB 540 students are allowed to apply for the following types of financial aid:

- Board of Governors Fee Waivers (BOG) beginning in the Spring of 2013.
- State financial aid like Cal Grants and Chafee Grants beginning 2013-2014 Academic year.
- Assistance from EOPS, CARE or Cal-WORKS
- Privately-funded scholarships

If eligible for the AB 540, students must:

- Contact the Admissions and Records Office to complete the Affidavit form and provide the required documentation to establish eligibility
- Contact the Financial Aid Office to determine the next steps to take
- Students who have a Social Security Number need to complete the FAFSA at: www.FAFSA.gov
- Students who do not have a Social Security Number need to enter a California Dream Act
- Application at: <https://dream.csac.ca.gov/>

Hope Scholarship (Tax Relief) and Lifetime Learning Credit

The Hope Scholarship is actually a tax credit, not a scholarship. Tax credits are subtracted directly from the tax which is owed, rather than reducing taxable income like a tax deduction. A family must file a tax return and owe taxes in order to take advantage of it. The Hope Scholarship credit is not refundable for families who do not pay taxes. The federal government created the Hope Scholarship to allow families the opportunity to deduct the enrollment/tuition fees paid for attending college for income tax purposes. There are federal criteria and guidelines for deducting the fees for income tax purposes; consult a tax advisor if you have questions.

At the end of each calendar year, Yuba College will provide an electronic Form 1098T through WebAdvisor for students who meet the required criteria (does not apply if fees were waived or paid by another agency). The 1098T statement includes enrollment fees and tuition charged during the year (not when payments are received).

If the student is a dependent (for income tax purposes), the student must call the Business Office, indicating the parents' name, social security number, and mailing address. The Internal Revenue Service requires this information be included with the student's information or the parent will not be able to deduct the fees for tax purposes. It is the student's responsibility to provide this information each calendar year since the College does not determine tax dependency.



College Life

Athletics

Yuba College is a member of the *Bay Valley Conference*, *Northern California Football Conference*, *California Community College Athletic Association (CCCAA)*, and participates in men's and women's basketball, baseball, football, men's and women's soccer, track, softball, and volleyball. (Also see "Athletic Eligibility," page 41)

Campus Police Department

The Yuba Community College District Police Department is committed to ensuring the safety of our students, staff, faculty, and visitors. Every member of our department is involved in keeping the campuses safe and secure. However, a truly safe campus can only be achieved through the cooperation of all students, employees, and visitors. The Yuba Community College District covers nearly 4,200 square miles, and currently has five campuses/centers in five different counties. The Police Department provides professional law enforcement services at all five campuses/centers. The Police Department on the Yuba College Campus is located in Warren Hall, building 1600. The Police Department can be reached by calling 6771 from any campus phone, dialing (530) 741-6771 or (530) 870-1158 from other phones. If you have an emergency, 911 from any phone or use one of the many emergency phones ("Blue Phones") located on campus.

Additional Services Provided by YCCDPD:

Safety Escort Service: If you feel fearful walking on campus you may request a safety escort by dialing extension 6771 from any campus phone or (530) 741-6771 from other phones. If you are calling after business hours you may call the Campus Police cellular phone at (530) 870-1158. Provide the YCCDPD Officer with your current location and intended destination on campus. If there are special circumstances or risks that you know about, be sure to share them with the officer. Subject to availability, an officer will be dispatched to your location to walk with you to your destination. An officer may wish to transport you in a vehicle if it is more practical based on conditions.

Vehicle Jumpstart Courtesy Service: Our police vehicles are equipped with battery jumpstart systems to allow officers to attempt to assist motorists who have discharged batteries. This service is provided at no charge, subject to officer availability and is performed only if the vehicle owner accepts the risk of damage. Normally there is very little risk, however officers are not trained mechanics, and from time to time damage may occur. Persons who have insurance coverage for jumpstart service or who do not want to accept the risk of damage should call a professional mechanic.

Vehicle Lock Outs: If you lock your keys inside your vehicle, the Police Department can assist you by notifying a tow company of your choosing (and at your cost), and stand-by with you until the tow service arrives to unlock your vehicle.

Lost and Found: The Police Department maintains a short-term lost and found. If you lose a personal item, you may report the item lost at the Police Department. If located an item of personal property, call or bring the item by the Police Department.

Children in Class

Attendance in a class is limited to those students who are officially registered in accordance with State and District regulations. This includes high school students enrolled concurrently in the class. Children are prohibited from attending classes. Classes are limited in size, and no disruptions will be allowed in the classroom. In addition, the College assumes no liability for injuries that may occur to the child.

Clubs and Organizations

Clubs and organizations cater to and meet the academic, social, and political needs of a wide variety of students; they provide participation in extracurricular activities both on- and off-campus. Information concerning clubs and organizations can be obtained from the Student Council by calling (530) 741-6726. Certain clubs listed below may not be active during the current academic year (depends largely on student participation).

ASyc (Assoc. Students of Yuba College) - (Yuba College)
Auto Club - (Yuba College)
Black Students' Union - (Yuba College)
CARE Club - (Yuba College)
Christians in Action - (Yuba College)
CLAS (Clear Lake Assoc. Students) - (Clear Lake)
Cunning Culinarians Student Association - (Yuba College)
M.E.Ch.A. - (Yuba College)
Photo Guild - (Yuba College)
Punjabi Student Association - (Yuba College)
Roteract - (Yuba College)
SOY (Spanish Org. of Yuba College) - (Yuba College)
STARS (Yuba College Student Ambassadors) -
(Yuba College)
Society of Hispanic Professional Engineers - (Yuba College)
Veterinary Technology Student Club - (Yuba College)

Colors and Nickname

The college colors are navy blue and gold. The nickname of the college teams are the “49’ers.” The mascot is Dusty the Forty Niner.

Conduct and Discipline

If a student’s conduct violates District rules or regulations, the *Code of Conduct for Students*, or public laws, the student will be subject to one of the forms of “sanctions” included in the Code, which are:

- **Admonition.** An oral statement to a student that he or she is violating or has violated District rules or legal statutes.
- **Warning.** Notice, orally or in writing, that continuation or repetition of conduct found wrongful, within a period of time stated in the Warning, may be cause for more severe disciplinary action.
- **Censure.** A written reprimand for violation of specified regulations, including the possibility of more severe disciplinary sanctions in the event of a finding in violation of any District regulation or legal statute within a stated period of time.
- **Disciplinary Probation.** Exclusion from participation in the Financial Aid Program and/or in privileged or extracurricular District activities as set forth in the notice for a period of time not exceeding one school year; withholding of grades and/or transcripts, if on *Disciplinary Probation* due to refusal to meet financial obligation to the college, including a parking fine.
- **Restitution.** Reimbursement for damage to or misappropriation of property. This may take the form of requiring appropriate service or other compensation.
- **Suspension.** Exclusion from classes and other privileges or activities, including Financial Aid, as set forth in the notice for a definite period of time not to exceed two years; may include “Withdrawal of Consent for Student to Remain on Campus.”
- **Expulsion.** Termination of student status for an indefinite period. The conditions of readmission, if any, shall be stated in the *Order of Expulsion*. A copy of the Yuba College *Code of Conduct for Students* may be obtained from the Office of the Vice President of Academic and Student Services.

Drama

The Theatre Arts Department aims to provide its students with basic knowledge of the theater. Courses are integrated around the central idea of learning and producing. Work in acting technique, design, costuming, makeup, lighting, technical production, and other crafts are all taught in theory and practice in the production of a variety of plays.

Dress Regulations

Yuba College students are expected to demonstrate maturity by exercising good judgment and taste in everyday attire. Whatever the student’s judgment, however, every individual is required to wear shoes or bona fide street sandals in all campus buildings. (Except when covered, the competition floors of the Gymnasium require gym shoes.) Instructors in charge of field trips and/or social events have authority to enforce additional dress regulations which they deem are required for the occasion.

Drug Free School Policy

The District recognizes that substance abuse is a major health problem throughout the United States. Therefore, in order to eliminate abuse, the entire college community must be involved. The single consistent message is that substance abuse is wrong, dangerous, and will not be tolerated. **Yuba College has a “zero tolerance” policy; all campuses and centers are to be alcohol and drug free.**

It is the stated policy of the District to implement a comprehensive substance abuse strategy that will work more effectively in combating use and potential use of drugs by students. The policy sets forth procedures that not only expose students to awareness of the dangers of drugs and alcohol, but also encourages each individual to act to prevent the sale and use of drugs.

The following program principles have been adopted to implement this policy:

- The Student Code of Conduct, supported by Education Code Section 60041(b), prohibits the unlawful possession, use, or distribution of illicit drugs and/or alcohol by students on its property or as part of any of its activities.
- Information regarding applicable legal sanctions under local, State, and Federal law for the unlawful possession or distribution of illicit drugs and/or alcohol is available to all students through the Yuba College Campus Police Department, the Yuba College Campus Wellness Center, the Office of Student Support Services or the President’s Office.
- Educational materials regarding health risks associated with the use of illicit drugs and the abuse of alcohol are made available to all students through the Wellness Center. More in-depth information is available through the Chemical Dependency Program courses.
- Information regarding resources for drug or alcohol counseling and treatment are available through the Wellness Center.
- The office of the Vice President of Academic and Student Services will keep records of all disciplinary actions and evaluate consistency of all enforcement.

Music

The Music Department provides a stimulating environment nurturing discovery, development, and recognition of the creative spirit. Offering a core curriculum of music history, music theory, applied music, piano, and both vocal and instrumental performing ensembles, the music major may fulfill all necessary course work for transfer. Also available are music education classes, piano, voice, and instrumental classes for all students who are interested.

Smoking Policy

Smoking, *or other use of tobacco*, is prohibited within all Yuba College buildings, including restrooms, dining areas, classrooms, laboratories, library, gymnasium, offices, and the theatre, along with any other interior building area, including quads. Smoking is only permitted on the Yuba College, Clear Lake Campus and Sutter County Center in outside open areas. Smokers are encouraged to deposit cigarettes, ashes, and matches in receptacles to maintain a refuse-free campus.

Student Rights and Grievances Reference: Title IX, Education Amendments of 1972; Education Code Section 76224(a)

Purpose: The purpose of this procedure is to provide a prompt and equitable means of resolving student grievances. These procedures shall be available to any student who reasonably believes a college decision or action has adversely affected his or her status, rights or privileges as a student. The procedures shall include, but not be limited to, grievances regarding:

- Sex discrimination as prohibited by Title IX of the Higher Education Amendments of 1972
- Sexual Harassment
- Financial Aid
- Illegal Discrimination
- The exercise of rights of free expression protected by state and federal constitutions and Education Code Section 76120.

This procedure does not apply to: Student disciplinary actions, which are covered under separate Board Policies and Administrative Procedures. Police citations (i.e. "tickets"); complaints about citations must be directed to the County Courthouse in the same way as any traffic violation.

Definitions:

Party. The student or any persons claimed to have been responsible for the student's alleged grievance, together with their representatives. "Party" shall not include the Grievance Hearing Committee or the College Grievance Officer.

President. The President or a designated representative of the President.

Student. A currently enrolled student, a person who has filed an application for admission to the college, or a former student. A grievance by an applicant shall be limited to a complaint regarding denial of admission. Former students shall be limited to grievances relating to course grades to the extent permitted by Education Code Section 76224(a).

Respondent. Any person claimed by a grievant to be responsible for the alleged grievance.

Informal Resolution: Each student who has a grievance shall make a reasonable effort to resolve the matter on an informal basis prior to requesting a grievance hearing, and shall attempt to solve the problem with the person with whom the student has the grievance, that person's immediate supervisor, or the local college administration. Any student who believes he or she has a grievance shall file a Statement of Grievance with the Grievance Officer within fifteen working days of the incident on which the grievance is based, or fifteen working days after the student learns of the basis for the grievance, whichever is later. The Statement of Grievance must be filed whether or not the student has already initiated efforts at informal resolution, if the student wishes the grievance to become official. Within five days following receipt of the Statement of Grievance Form, the Grievance Officer shall advise the student of his or her rights and responsibilities under these procedures, and assist the student, if necessary, in the final preparation of the Statement of Grievance Form.

If, at the end of five working days following the student's first meeting with the Grievance Officer, there is no informal resolution of the complaint that is satisfactory to the student, the student shall have the right to request a grievance hearing.

Grievance Hearing Committee: The President shall at the beginning of each semester, including summer session, establish a standing panel of members of the college community, including students, faculty, classified staff, and administrators, from which one or more Grievance Hearing Committees may be appointed. The panel will be established with the advice and assistance of the Associated Students Organization, the Academic Senate, and the exclusive representative for the classified who shall each submit two names to the President for inclusion on the panel. A Grievance Hearing Committee shall be constituted in accordance with the following:

It shall include one student, two instructors, one college administrator, and one classified selected from the panel described above.

No person shall serve as a member of a Grievance Hearing Committee if that person has been personally involved in any matter giving rise to the grievance, has made any statement on the matters at issue, or could otherwise not act in a neutral manner. Any party to the grievance may challenge for cause any member of the hearing committee prior to the beginning of the hearing by addressing a challenge to the President who shall determine whether cause for disqualification has been shown. If the President feels that sufficient ground for removal of a member of the committee has been presented, the President shall remove the challenged member or members and substitute a member or members from the panel described above. This determination is subject to appeal as defined below.

The Grievance Officer shall sit with the Grievance Hearing Committee as Chair of the Committee but shall not serve as a voting member. The Grievance Officer shall coordinate all scheduling of hearings, shall serve to assist all parties and the Hearing Committee to facilitate a full, fair and efficient resolution of the grievance, and shall avoid an adversarial role.

Request for Grievance Hearing: Any request for a grievance hearing shall be filed on a Request for a Grievance Hearing within ten working days after filing the Statement of Grievance Form as described above.

Hearing Procedure: The decision of the Grievance Hearing Committee chair shall be final on all matters relating to the conduct of the hearing unless there is a vote of a majority of the other members of the panel to the contrary. The members of the Grievance Hearing Committee shall be provided with a copy of the grievance and any written response provided by the respondent before the hearing begins. Hearings shall be closed and confidential unless all parties request that it be open to the public. Any such request must be made no less than five working days prior to the date of the hearing.

President's Decision: Within five working days following receipt of the Grievance Hearing Committee's decision and recommendation(s), the President shall send to all parties his or her written decision. The decision of the President shall be final, subject only to appeal as provided below.

Appeal: Any party to the grievance may appeal the decision of the President after a hearing before a Grievance Hearing Committee by filing an appeal with the Chancellor. The Chancellor may designate a district administrator to review the appeal and make a recommendation.

Any such appeal shall be submitted in writing within five days following receipt of the President's decision and shall state specifically the grounds for appeal.

The written appeal shall be sent to all concerned parties. All parties may submit written statements on the appeal.

The Chancellor or designee shall review the record of the hearing and the documents submitted in connection with the appeal, but shall not consider any matters outside of the record. Following the review of the record and appeal statements, the Chancellor's designee, if any, shall make a written recommendation to the Chancellor regarding the outcome of the appeal.

The Chancellor may decide to sustain, reverse or modify the decision of the Chancellor's designee. The Chancellor's decision shall be in writing and shall include a statement of reasons for the decision. The Chancellor's decision shall be final.

The decision on appeal shall be reached within five days after receipt of the appeal documents. Copies of the Chancellor's appeal decision shall be sent to all parties.

Time Limits: Any times specified in these procedures may be shortened or lengthened if there is mutual concurrence by all parties.

Student Government

The Associated Students of Yuba College (ASYC) is the title of the official organization which controls student affairs. The Student Council, the governing body of the ASYC, provides services and social activities for students and represents students' views and interests to the administration and Board of Trustees through participation on college committees.



Tape Recorder Usage

The use of tape recorders in classrooms requires the instructor's permission. If a tape recorder is required as a result of a disability, the student should call the Disabled Student Program and Services at Yuba College at (530) 741-6758 or Clear Lake Campus at (707) 995-7910.

Academic Regulations and Information

The College reserves the right to change any College rule or regulation, including the arrangement of courses; the requirements for graduation; the requirements for admission, degrees, and fees; and any other regulations affecting the student body. Such changed regulations will govern both old and new students and shall be effective whenever determined by the College. Failure to comply with established rules, regulations, policies, and/or procedures shall result in disciplinary action and may result in dismissal from the College. Students who feel they have extenuating circumstances which excuse them from these academic regulations should:

- Obtain a standard *Student Petition* from the Counseling Department/Student Services.
- Seek the advice and recommendation from a counselor.
- File the completed petition with the Counseling Department/Student Services for action by the Academic Integrity Subcommittee.

Family Educational Rights and Privacy Act (FERPA)

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

1. The right to inspect and review the student's education records within 45 days of the day Yuba College receives a request for access.

If a student wishes to do so, he/she should see a counselor to start the process. The student folder contains copies of high school and college transcripts (if they were sent to YCCD by the student) and other data that may be important for student guidance. The College transcript includes summary information from other colleges attended when those transcripts have been sent to the College for evaluation. These records are available for review by the student with the counselor or Student Services administrator.

If this step does not cover the types of records requested, the student should submit to Office of Student Support Services, a written request that identifies the record(s) he/she wishes to inspect. Staff will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by Student Services, the staff shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.

Students may ask the College to amend a record that they believe is inaccurate or misleading. The student should write the College official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If Yuba College decides not to amend the record as requested by the student, the College official will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to consent to disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

Directory information is given out only when it is necessary or appropriate to do so in the opinion of a member of the Student Services professional staff; *a request to limit Directory Information must be made by a student within seven calendar days of registration*. Directory information includes name, address, telephone listing, student class schedule, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height if a member of an athletic team, dates of attendance, degrees and awards received, the most recent previous educational agency or institution attended, and pictures for publicity purposes—such as this catalog and the regional newspapers. Other than directory information, which may be released, no other data from a student's records will be released without written authorization except to authorized college personnel upon the basis of need in relation to the student's education or in response to a lawfully issued subpoena.

Academic Regulations and Information

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the College as an administrator, supervisor, instructor, or support staff member (including law enforcement unit personnel and health or medical staff); a person or company with whom the District has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the College discloses educational records without consent to officials of another school in which a student seeks or intends to enroll.

Other than the permanent academic College record, data is kept only as long as it is pertinent.

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

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue,
SW Washington, DC 20202-8520

Academic Renewal

The Yuba Community College District Governing Board permits the alleviation of substandard (“D” and “F”) academic performance, which is shown not to be reflective of the student’s recent performance. This policy is adopted for students who need a means of tempering their previous student’s transcript so they may successfully accomplish an academic goal.

Academic Renewal is subject to the following conditions:

- The maximum amount of course work that may be alleviated is 30 semester units.
- Since the end of the semester to be alleviated, the student must have completed 12 semester units with a 3.0 Grade Point Average (GPA), 18 semester units with a 2.5 GPA, or 24 semester units with a 2.0 GPA. A “P” grade will count as a “C” for computing the grade point average for academic renewal purposes.
- A minimum of two semesters must have elapsed since the course work to be alleviated was recorded.
- The student must have completed at least 12 units in residence in the YCCD.

- Under no circumstances may course work be discounted that has been used in fulfillment of requirements for a degree or certificate.
- If the student is otherwise eligible for graduation, *Academic Renewal* may not be used to raise the grade point average (GPA) in order to qualify for graduation with honors.
- No units that have been excluded by *Academic Renewal* can be reinstated.
- Course work granted *Academic Renewal* status may be counted, if appropriate, toward fulfillment of prerequisites.
- The student’s transcript will be annotated in such a way that all work remains legible, ensuring a true and complete academic history.

Students seeking *Academic Renewal* must petition the Academic Integrity Subcommittee. The petition arises out of a consultation between the student and a counselor. Current educational objectives should be discussed with a counselor and the counselor’s recommendation should be included on the petition.

YCCD will honor similar actions by other accredited colleges and universities in determining grade point averages and credits. However, students should be aware that all course work is subject to reevaluation by each subsequent college.

Advanced Standing/Transfer of Credit

A student who presents (via direct mail from the college previously attended or hand-carried in a sealed envelope) a transcript of record showing satisfactory scholarship and honorable dismissal may be admitted to the College with *Advanced Standing*. No previous collegiate record may be disregarded.

Credit for lower division courses taken previously at another college or university will be allowed toward the *Associate in Arts* or *Associate in Science* degree only if the former institution was accredited by one of the regional accrediting associations. (Accredited institutions are those so designated by one of the regional accrediting associations: Western Association of Schools and Colleges, Middle States Association of Colleges and Schools, North Central Association of Colleges and Schools, Northwest Association of Colleges and Schools, and Southern Association of Colleges and Schools.)

All such college transcripts will be evaluated. Only lower division courses determined to be associate degree level will be accepted for transfer credit. Credit is also allowed for college-level USAFI courses (but not for USAFI GED tests). Credit will also be given for the College-Level Examination Program and General Examinations of the College Entrance Examination Board (CLEP).

Academic Regulations and Information

Athletic Eligibility

Athletes are governed by the rules of the *California Community College Athletic Association (CCCAA)*, the *Bay Valley Conference*, *Northern California Football Conference*, and by Yuba College regulations. Basic eligibility regulations are:

- All students who are continuously enrolled in a minimum of 12 units are eligible for initial collegiate participation. Nine units must be attempted in academic areas.
- Athletes must be continuously enrolled in 12 units to maintain eligibility.
- To participate in a second sport an athlete must be enrolled in 12 units and have at least a 2.0 GPA.
- To participate in a second season of the same sport, an athlete must be enrolled in 12 units (nine of which are academic in nature), have completed 24 units (18 units must be academic in nature), and have at least a 2.0 GPA.

For additional information, refer to the *Athletic Constitution of the California Community College Athletic Association (CCCAA)*, *Northern California Football Conference*, and the constitution of the *Bay Valley Conference*.

Attendance

A student is expected to attend all sessions of each class in which enrolled. Attendance is the student's responsibility. Any student who ceases to attend a class without officially dropping it through WebAdvisor or at the Admissions and Records Office may receive a failing grade.

Auditing Class

The Yuba Community College District Governing Board has adopted the following guidelines authorizing the auditing of courses pursuant to *Education Code Section 76370*.

- Auditors must be eligible for admission to the College as regularly enrolled students.
- Auditing is authorized only when a student has exhausted the opportunities for course repetition.
- Students enrolling for credit will have priority in all credit classes. Auditing will be permitted only at the conclusion of the late registration period.
- Auditors will complete an *Auditor Application Form*, which must be signed by appropriate instructor. Faculty members instructing audit eligible courses have the right to refuse auditors.
- The completed *Auditor Application Form* must be filed with the Admissions and Records Office.

- A nonrefundable audit fee of \$15 per unit will be payable at the time of enrollment by the auditor.
- Auditors will not be charged the regular *Enrollment Fee* which is paid for credit enrollment, and the *Nonresident Tuition Fee* will not apply.
- Course costs will be charged to auditors where appropriate.
- Auditors must purchase parking permits.
- Auditors must meet course prerequisites.
- No transcript of record will be maintained for audited classes.
- Auditors will not be counted in enrollment-based decisions about maintaining or canceling classes.
- No transfer from audit to credit status or the reverse will be permitted.
- Audited classes do not count toward units for any purpose, e.g., financial aid, veteran's benefits, full-time student status.

Authority of Instructors

Every student is required to attend class regularly and instructors may report to the counselors and to the Dean the names of students whose attendance or work is unsatisfactory. The instructor has the right to drop any student with excessive absences (as defined by instructor) which, in the instructor's judgment, will prevent the student from meeting the objectives of the course.

Pursuant to the *Code of Conduct for Students*, an instructor may remove a student from her or his class for the day of the removal and the next class meeting. The instructor shall immediately report the removal to the President. The President or designee shall initiate a review process to determine whether or not there are sufficient grounds to remove the student permanently from the class.

Basic Skills Pre-Collegiate Course Limitation

State regulations specify that students may take no more than 30 semester units in "Pre-collegiate Basic Skills" courses. This regulation applies to all courses numbered 100-199, except ESL (English as a Second Language) courses and for students identified by the College as having a learning disability.

Students who are not eligible to move into collegiate-level courses upon completion of the maximum 30 semester units of basic skills courses will be referred to adult education for future skill development and will be dismissed from attending Yuba College in pre-collegiate courses. Consult with a counselor if you are approaching this limit.

Academic Regulations and Information

Catalog Rights

Students who have a notation (grade or “W”) on their academic transcript in at least one semester of a calendar year receive “catalog rights.” Summer session does not count for catalog rights. Catalog rights refer to the regulations determining graduation requirements. Students may elect the requirements in effect in the year they began their study within the Yuba Community College District or in the year they graduate from Yuba College. Once catalog rights are established, absence related to an approved educational leave or for attendance at another accredited institution is not to be considered an interruption, providing the above attendance criteria are met.

While catalog rights hold degree requirements (except for multicultural and health/PE), they do not apply to changes in prerequisites required in a given course. Prerequisite requirements are those stated in the “Course Descriptions” section of the current catalog. Catalog rights do not apply to the multicultural graduation requirement (see “Graduation Requirements”). Classes used to meet the multicultural graduation requirement must have been approved to satisfy the multicultural requirement at the time the class was taken.

CLEP Exam Credit Acceptance Policy

Yuba College welcomes students from a wide variety of backgrounds and experiences. It is recognized that many students bring with them a depth of knowledge in certain subjects and honor that knowledge by accepting the *College-Level Examination Program* (CLEP) examinations for credit in appropriate classes. Assuming that an acceptable score is achieved on a CLEP examination, Yuba College grants credit in the appropriate course(s) for each examination. The table below defines the credit offered and the course equivalent for each accepted CLEP examination.

General Examinations	Credits Offered	Course Equivalent
Subject Examinations		
English:		
College Composition	6	ENGL. 1A + 2 units elective
College Composition Modular	4	ENGL 51
American Literature	3	ENGL 30A
Analysis & Interpretation of Literature	3	ENGL 2
English Literature	3	ENGL 46A
<i>English Composition</i>	4	<i>ENGL 51</i>
<i>English Composition with Essay</i>	6	<i>ENGL 1A; 2 units elective</i>
<i>Freshman College Composition</i>	4	<i>ENGL 1A</i>
Humanities	6	Humanities elective

Business:

Financial Accounting	4	ACCT 1L
Information Systems & Computer Applications	3	BCA 15
Introductory Business Law	3	GNBUS 18A
Principles of Management	3	MGMT 10
Principles of Marketing	2	None

History and Social Sciences:

American Government	3	SOCS 1
American History I: Early Colonization to 1877	3	HIST 17A
American History II: 1865 to the Present	3	HIST 17B
Introductory Sociology	3	SOCI 1
Social Sciences & History	6	Social Science elective
Western Civilization: Ancient Near East to 1648	3	HIST 4A
Western Civilization: 1648 to Present	3	HIST 4B
Human Growth & Development	3	None
Introduction to Educational Psychology	3	None
Introductory Psychology	3	PSYC 1A
Principles of Macroeconomics	3	ECON 1A
Principles of Microeconomics	3	ECON 1B

Sciences and Mathematics:

Biology	3	BIOL 10
Calculus	4	MATH 1A
Chemistry	3	CHEM 10
College Algebra	4	MATH 20*, MATH 50* or MATH 52*
College Mathematics	6	MATH 20, MATH 52 + 2 units elective
Natural Sciences	6	Non-lab science elective for non-science major
Precalculus	4	MATH 7
<i>Trigonometry</i>	3	<i>MATH 21</i>
<i>Algebra Trigonometry</i>	3	<i>MATH 7</i>

World/Foreign Language:

French Language 1	4	French 1*
French Language 2	8	French 1 & 2*
German Language 1	4	German 1*
German Language 2	8	German 1 & 2*
Spanish Language 1	4	Spanish 1*
Spanish Language 2	8	Spanish 1 & 2*

* Credit cannot be earned in both classes.

Note: Italicized courses are no longer offered by CLEP.

Academic Regulations and Information

College Board Advanced Placement

Yuba College grants college credit for successful completion of *Advanced Placement Program Examinations* of the College Board. Students who complete special advanced placement courses and who present scores of three or higher (3, 4, or 5) for the *Advanced Placement Examinations* to the Admissions and Records Office will receive units and a "P" grade for specific college courses. A student may not enroll in any course for which *Advanced Placement Examination* credit has been allowed. The following table indicates equivalencies and unit allowances at Yuba College.

Other colleges or universities have different policies concerning advanced placement and may not honor this policy. It is also possible that other colleges and universities may not honor Yuba College transcript entries which award advanced placement credit for regularly offered credit courses.

All examinations require a score of 3, 4, or 5.

Test	Units	Equivalent Course
U.S. Government and Politics	3	Social Science 1
U.S. History	3	History 17A
Art: History	6	Art 1A, 3 units elective credit
Art: Studio Drawing	6	6 units elective credit
Art: Studio General	6	6 units elective credit
Biology	5*	Biology (no lab units)
Chemistry	10*	Chemistry (no lab units)
Computer Science A	3	Elective
Economics-Macro	3	Elective
Economics-Micro	3	Elective
English Language/Comp	6	English 1A, 2 units elective
English Literature/Comp	6	English 1A, 2 units elective
European History	3	History 4B
French Language**	8	French 1 and 2
German Language**	8	German 1 and 2
German Literature**	8	German 1 and 2
Government and Politics-Comparative	3	Elective
Mathematics Calculus AB	4	Math 1A
Mathematics Calculus BC	4	Math 1B
Music Theory	3	Elective
Physics B	6*	Physics 2A/2B (no lab units)
Physics C Mechanics	4*	Physics 4A (no lab units)
Physics C Elec. & Magnetism	4*	Physics 4B (no lab units)
Psychology	3	Elective
Spanish Language	8	Spanish 1 and 2
Spanish Literature	8	Spanish 3 and 4

*Does not meet lab requirement for General Education

**Credit may not be awarded in both categories.

Credit By Examination

Advanced standing credit, with a "P" notation is allowed upon evidence of successful completion of: (1) *College Level Examination Program General Examinations* of the *College Entrance Board*, scoring at or above the 25th percentile (credit may not be awarded for CLEP if prior credit has been earned in a college course in the same subject matter.); (2) *Proficiency Examination Program (PEP)* administered by *American College Testing Program*; (3) *California State University and College English Equivalency Examination* administered by *C.S.U., Chancellor's Office*. Credit is not awarded until applicant has become a student at Yuba College.

Credit By Examination (Challenge)

A currently, or formerly, enrolled student may take a special examination to earn credit or to meet a prerequisite. If the challenge is at a campus or center, it must be a course offered at that campus or center. If the course is successfully challenged for a credit, an appropriate letter grade will be awarded. To be eligible to challenge a course a student must:

1. Not be enrolled in the course;
2. Not have completed nor enrolled in a more advanced course;
3. Have completed at least 12 units from YCCD classes with a GPA of 2.0 or higher;
4. Have approval from the appropriate division Dean and recommendation from the instructor teaching the course to be challenged.

To request a challenge, a student must submit a *Petition for Credit by Examination* to the appropriate Dean. Credit by examination is not applicable to all courses. A course may be challenged only once unless the Dean or the President determines the existence of extenuating circumstances.

Academic Regulations and Information

Credit For Military Experience

Upon application, the College will evaluate military records to determine if a student may be awarded elective credit for military service. The service person must have spent at least four months in active service and have a discharge other than dishonorable. These units will satisfy the Health/Physical Education graduation requirement.

College credit may be allowed for the completion of college-level courses in formal service schools in accordance with recommendations found in the Guide published by the *American Council on Education*. Credit may also be allowed for college-level USAFI courses (but not for USAFI GED tests).

Computer and Network Usage Policy

The Yuba Community College District Board of Trustees, in granting access to College computers and networks, expects that students, in their use of these systems, will adhere to legal and ethical standards consistent with the College's mission. The Board hereby directs the administration to develop regulations and procedures setting forth the specific responsibilities and obligations related to use of college computers and networks. The administration shall also establish disciplinary procedures to enforce this policy that are consistent with policies and laws governing the conduct of students.

Directory Information

Student records are maintained in compliance with applicable federal and state laws relating to the privacy of student records.

Any currently enrolled or former student of the District has a right of access to any and all student records relating to him or her maintained by the District.

No District representative shall release the contents of a student record to any member of the public without the prior written consent of the student, other than directory information, and information sought pursuant to a court order or lawfully issued subpoena, or as otherwise authorized by applicable federal and state laws.

Directory information shall include: name, address, telephone number, date and place of birth, major field of study, student participation in officially recognized activities and sports including weight, height and high school of graduation of athletic team members, degrees and awards received by students, including honors, scholarship awards, athletic awards and Dean's List recognition, dates of attendance, and the most recent public or private school attended by the student. However, Directory information is given out only when it is necessary or appropriate to do so in the opinion of a member of the Student Services professional staff.

Students wishing to limit directory information release even more may file a request at the Admissions and Records Office within seven calendar days of registration.

Examinations

Midterm and *Final Examinations* may be given in all courses. *Final Examinations* in full-semester courses are given as listed on the *Final Examination Schedule*. No student exception may be allowed to the Schedule except upon approval of an individual *Student Petition* by the Academic Integrity Subcommittee. Such exceptions will be allowed only in the case of extreme emergency.

Exemption from Regulations

A student wishing to claim exemption from any regulation of the College must file a written *Student Petition* with the Academic Integrity Subcommittee or Student Services Committee, as appropriate.

Financial Obligations

Student records will be withheld and all student/alumni privileges canceled in the case of a student failing to meet financial obligations to the College, including failure to pay *Enrollment Fees, Tuition, Child Care charges*; return library materials/pay library fines; return or pay for athletic equipment; pay loan or scholarship fund obligations; return/replace any College equipment for which responsible.

Graduation

Yuba College has a formal graduation ceremony once a year (at the end of the spring semester), but the student may petition to graduate at the end of Fall (November 15), Spring (April 15), or Summer (July 1) terms. Students must apply to graduate prior to the deadline in order to be considered.

This catalog describes the College's graduation and transfer requirements. Not all requirements can necessarily be met at all locations where classes are offered. Students should consult the *Schedule of Classes* at each location to determine the types of classes available and frequency of offerings.

All students, including transfers from other colleges, are encouraged to complete a placement examination (see "Placement Examination" information). A student must have a 2.0 grade point average in associate degree level work completed at campuses within the Yuba Community College District as well as a 2.0 overall associate degree level course work GPA, and completion of 12 units of associate-degree level course work in the College in order to graduate.

Academic Regulations and Information

Students desiring to graduate may work toward the *Associate in Arts* or *Associate in Science* degree. Students who believe they may continue their education at a four-year college or university should also plan to complete the General Education requirements for transfer and consult a counselor.

Common to both the *Associate in Arts* and *Associate in Science* degrees is a strong general education program which fosters the following philosophy.

General Education Philosophy Statement: "General Education at Yuba College is more than a set of required courses. It is a course of study designed to assist the student in beginning an effective lifelong learning process in which the interrelationships of human knowledge and experience are recognized. Embodied in this design is recognition of the student's need to think and communicate effectively, both orally and in writing; to use mathematics; to understand the modes of inquiry of the major disciplines; to be aware of other cultures and times; to achieve insights gained through experience in thinking about ethical problems; to develop the capacity for self-understanding; and to understand the issues related to and the ways in which health and well-being can be maintained."

Grade Point Average (GPA)-Computing

The GPA is computed by dividing the total grade points by the total units attempted in the following manner:

1. Grade points are computed by multiplying the number of units represented by an individual course by the grade point value assigned to the grade. For example, a 3-unit course with a grade of "B" is 9 grade points ("B" 3 grade points x 3 units attempted). See "Grading" section for grade point values.

2. The total number of grade points earned in all courses is divided by the total number of units attempted. The result is the GPA.

Grades

Semester grades are permanent and are not changed unless extenuating circumstances are involved. Students who believe there is an error concerning their grade should call the instructor. If the instructor agrees there is an error in the grade, the instructor will submit a *Change of Grade Form* to the Admissions and Records Office. If the instructor does not agree there is an error in the grade and the student wishes to pursue the matter further, the student should meet with the Division/Campus Dean concerning the appeal process.

Students can obtain their grades by accessing WebAdvisor on the Yuba College website.

Grading

The grading system is as follows:

<u>Grade</u>	<u>Definitions</u>	<u>Points</u>
A	Excellent	4
B	Good	3
C	Satisfactory	2
D	Passing, less than satisfactory	1
F	Failing	0

Other

Notations Definition

- P Pass: the "P" is awarded for work completed at the "C" or better level. Students earn no grade points, but they do earn the unit(s). Courses with a "P" grade are not computed in the GPA.
- NP No Pass: The "NP" is awarded for work completed at the "D" or "F" level. No units are earned for work at this level. Courses with an "NP" grade are not computed in the GPA.
- AU Audit: Students do not earn units, nor does the class appear on a student's permanent record.
- W Withdrawal: A "W" is recorded for students who officially withdraw from a course after the end of the fourth week of the semester or 30% of term (whichever is less) or 30% deadline of the course for short-term classes.

Full semester courses officially dropped after the end of the fourth week (30% of term for short-term courses) but prior to the end of the thirteenth week (75% of term for short-term courses), will result in "W" on the student's transcript. The "W" notation indicates that the student was permitted to drop the course or was dropped by the instructor. A "W" notation carries no connotation of quality of a student's performance and is not used in the calculation of grade point average.

Withdrawals for full semester classes after the thirteenth week of classes (end of 75% of term for short-term courses) must result in a grade other than a "W" (usually a failing grade). However, in cases of extenuating circumstances such as accident or serious illness, the student may file a petition and evidence (doctor's excuse, hospital bill, etc.) at the Admissions and Records Office requesting permission to withdraw after the final withdrawal deadline. Although the "W" notation is not used in computation of grade point averages, excessive "W," "NC," "NP," or "I" notations are considered in determining Progress Probation (see "Standards for Probation" page 48).

Students are responsible for processing appropriate official forms prior to the deadlines.

- MW Military Withdrawal: Special exemption—requires documentation. (See "Military Withdrawals" for documentation required.)

Academic Regulations and Information

Temporary Notations Definition

- I Incomplete: At the end of a term, an “I” (incomplete) may be awarded by the instructor when a student has been unable to complete academic work for unforeseeable, emergency, and justifiable reasons. The incomplete signifies that the student was enrolled, has attended classes throughout the term, that only a minimal amount of course work has not been completed in the prescribed time, and there is still the possibility of earning credit.

A copy of the Incomplete *Grade Report Form* will be emailed to the student indicating work to be completed for removal of the “I” and alternate letter grade to replace the “I” in the event the student fails to meet the conditions for removal of the “I.”

An “I” must be made up during the semester following the awarding of the incomplete notation (excluding summer). A final grade will be assigned by the instructor when the work has been completed or the alternate grade will be awarded in the event the student fails to complete the work during the prescribed time period.

A student may not enroll in the same course in which an incomplete grade was awarded.

- IP In Progress: This symbol indicates that a course is in progress and has not yet ended.
- RD Report Delayed: This symbol indicates either the course has not yet ended, or the instructor has not yet submitted the final grade for the student in the course.

Note: “C” or higher grades are required for courses in a student’s major.

Honors List

The Honors List, produced at the end of each semester (except Summer Session), recognizes students who have maintained at least a “B” (3.0) grade point average in 12 or more graded units during that semester (does not count classes with pass/no pass grades). Honors achievement will be noted on the student’s transcript.

Notification of Absence

In cases where a student may be absent for four or more days, a *Notification of Emergency Absence* can be requested by a student from the College (in cases of accident, sickness, bereavement, etc.). Further, it is the responsibility of the student to call instructors upon returning to make up missed course work. Call the Counseling Office for Yuba College and the Admissions and Records Office at the other sites to request the *Notification of Emergency Absence*.

Open Enrollment Policy

All courses, regardless of where offered, are open to members of the public who are otherwise eligible for admission, with the following exceptions:

- Courses that are specifically exempted by statute, including “impacted” allied health programs (Radiologic Technology, Veterinary Technology, Associate Degree Nursing, Psychiatric Technician, etc.);
- Courses closed by maximum enrollment of students by the “priority registration” process;
- Courses with academic requisites that restrict enrollment of academically unqualified students; and
- Courses with equivalent or more advanced content that would constitute a repeat of a course previously taken by the student (exceptions require counselor evaluation and approval).

Pass/No Pass Grading

At the option of each Division and in accordance with Title 5 regulations, some courses are offered on the Pass/No Pass (satisfactory/failing) grading basis. In those cases where a single standard of performance for which unit credit is assigned, the “P/NP” grading system shall be used to the exclusion of other grades. Units shall be assigned for meeting that standard; no units will be assigned for failure to do so. The P/NP grading is indicated in the course description section of this Catalog and Schedule of Classes.

In addition, a student in good standing may elect to take one regularly graded course, not in her or his major, each semester, on a Pass/No Pass basis. The student should consult a counselor to discuss transferability of courses placed on the Pass/No Pass option. The student must file the appropriate form at the Admissions and Records Office no later than the end of the fifth week (30%) of the semester or the end of 30% of class for short-term courses. Students can change the grading mode in accordance with these procedures at any time until the 30% date in the course by submitting a new form at the Admissions and Records Office. After this date, the grading mode will be final.

Academic Regulations and Information

The "P" notation will be awarded for work completed at "C" (satisfactory) or better level. Units earned for satisfactory achievement shall be counted toward the fulfillment of degree requirements. A grade of "D" or "F" work will result in an "NP" notation for the course. In neither case will units be counted in the determination of the student's grade point average, but the "NP" will be counted in Progress Probation.

Prerequisites/Corequisites

"Prerequisite" means the preparation or previous course work considered necessary for success in a course. Prerequisites are required only for courses where specific academic background is necessary in order to assure students a reasonable chance of success in the course. Prerequisites which are listed as "required" include:

- Courses for which specific prerequisites have been validated,
- Sequential course work in a degree or program, or
- Courses in which a prerequisite is necessary for transfer to a four-year college. Responsibility for having met the prerequisite rests with the student.

It is the student's responsibility to be aware of and comply with the prerequisite regulations. Prerequisites are shown for each course in the Catalog and Schedule of Classes. It is the student's responsibility to check the course descriptions and not register in any class for which the prerequisite has not been completed.



Students may show they have met the prerequisite/corequisite requirements through one or more of the following:

- Successful completion of the prerequisite course.
- Appropriate placement score on the Yuba College Placement Examination.
- Official grade report or transcript from another college/school showing successful completion of the prerequisite.
- Approved *Prerequisite Challenge Form* (Challenge Forms are available from the Counseling Office at Yuba College; Clear Lake Campus, Sutter County Center and Beale AFB Outreach Services, the forms are available from the site administrator.)

Students may be dropped from a class for not having completed the prerequisite. Such action may also result in a student losing Financial Aid, Veteran's Benefits, etc., since the drop may result in the student's units falling below full-time/part-time status.

"Corequisites" are those courses which must be taken concurrently. Corequisites provide the necessary skill or supplementary body of knowledge or laboratory time during one course to help assure success in the other course.

Policy for Petitioning or Waiving Course Prerequisites

Course placement is determined by a process in which the student and counselor review all assessment criteria available. Students who wish to petition their recommended placement or the waiver of a prerequisite should be prepared to give evidence or justification why the exemption should be granted. Reasons for seeking a prerequisite waiver may include one or more of the following:

- Prerequisite course is not available,
- Prerequisite has not been validated,
- Student has the knowledge or ability to succeed in the course without meeting the prerequisite, or
- Student believes the prerequisite is discriminatory or is being applied in a discriminatory manner.

Check with a counselor, your site administrator, or the Office of Student Support Services to obtain the required forms.

Challenges to prerequisites/corequisites shall be on the approved form and filed at the location where the student registers for the majority of her/his classes. Challenges at Yuba College should be filed with the Office of Student Support Services. Challenges at other locations should be filed with the executive dean or site administrator.

Academic Regulations and Information

Public Law 101-542 & 102-26: Student Right To Know

In compliance with the Student Right to Know and Campus Security Act of 1990 (Public Law 101-542), it is the policy of the District to make available its completion and transfer rates to all current and prospective students. Beginning in Fall 2009, a cohort of all certificate-, degree-, and transfer-seeking first-time, full-time students were tracked over a three-year period. Their completion and transfer rates are listed above. These rates do not represent the success rates of the entire student population at the College nor do they account for student outcomes occurring after this three-year tracking period. Based upon the cohort defined above, a Completer is a student who attained a certificate or degree or became 'transfer prepared' during a three year period, from Fall 2009 to Spring 2012. Students who have completed 60 transferable units with a GPA of 2.0 or better are considered 'transfer-prepared'. Students who transferred to another post-secondary institution, prior to attaining a degree, certificate, or becoming 'transfer-prepared' during a five semester period, from Spring 2010 to Spring 2012, are transfer students.

YCCD Certificate and Degree Totals

The following are the numbers of degrees and certificates awarded District-wide for the last three years (counts Fall, Spring, and Summer). These totals do not consider the students' status upon entering the District.

2009-10

Associate in Arts	107
Associate in Science	405
Certificate of Achievement	231
Certificate of Training	37
Total	780

2010-11

Associate in Arts	117
Associate in Science	427
Certificate of Achievement	255
Certificate of Training	18
Total	817

2011-12

Associate in Arts	89
Associate in Science	450
Certificate of Achievement	232
Certificate of Training	3
Total	774

Standards for Probation/Dismissal

Students are subject to "Probation" and/or "Dismissal," for reasons of deficient scholarship, in accordance with the provisions of Sections 55754 through 55756 of *Title V California Administrative Code*, and this Catalog. It is the policy of the Yuba Community College District Governing Board that no student be automatically dismissed, but that the individual case of each student subject to dismissal be reviewed by Office of Student Support Services prior to invoking action.

ACADEMIC PROBATION: A student who has attempted at least 12 semester units of YCCD classes as shown by the student's transcript shall be placed on *Academic Probation* when he/she has earned a cumulative grade point average of less than 2.0, including only grades earned in this College. Part-time students become subject to these *Probation* regulations after they have enrolled in an accumulated total of 12 semester units of YCCD classes.

PROGRESS PROBATION: A student who has enrolled, beginning fall 1981, in a total of at least 12 semester units of YCCD classes as shown on the student's transcript shall be placed on *Progress Probation* when the percentage of all units in which a student has enrolled and for which entries of "W," "I," "NC" and "NP" are recorded reaches or exceeds fifty percent (50%).

REMOVAL FROM PROBATION: A student is removed from *Academic Probation* when the cumulative GPA (earned in YCCD classes only) reaches 2.0 or higher. A student is removed from *Progress Probation* when the units of "W," "I," "NC" and "NP" grades drop below 50% of the accumulated units of completion as shown on the student's transcript.

PROCEDURES AND REGULATIONS: While on the first semester of *Academic* and/or *Progress Probation*, the maximum number of units for which a student may register is 16. The counselor may, and often will, reduce this maximum. The maximum is reduced to 12 units for a student who is on second semester of probation. If, after the end of the semester, it becomes necessary to place the student on *Academic* or *Progress Probation*, the student will be notified by the Office of Student Support Services. An interview must then be scheduled by the student with a counselor. Regulations governing activities of students on *Academic* or *Progress Probation* are determined and enforced by the Academic Integrity Subcommittee. For those on *Disciplinary Probation*, see the provisions of the *Yuba College Code of Conduct for Students*.

Academic Regulations and Information

DISMISSAL: A student who is on Academic Probation shall be subject to dismissal if the student earned a cumulative GPA of less than 2.0 in all units attempted in each of 3 consecutive semesters even though a lapse of college attendance may occur between the semesters. A student who has been placed on progress probation shall be subject to dismissal if the percentage of units in which the student has been enrolled for which entries of "W," "I," and "NP" are recorded in at least 3 consecutive semesters reaches or exceeds fifty percent (50%). Dismissal may be postponed by the Academic Integrity Subcommittee when evidence of academic improvement or extenuating circumstances exist.

Students who feel they have extenuating circumstances with regard to these regulations should see a counselor and file a petition with the College Standards Subcommittee. The Subcommittee may conditionally reinstate a student when the circumstances are justifiable. Justifiable circumstances include accidents, illnesses, changes in working conditions, and other reasons beyond the student's control.

READMISSION. A dismissed student may petition for readmission (on probation) after consultation with a counselor. The counselor will help the student select appropriate classes, limit the number of units of enrollment, develop an Educational Plan, and set up a visitation schedule to check the student's progress during the semester of readmission.

NOTE: Students receiving financial aid must refer to the current Financial Aid Handbook concerning Probation Status. Students receiving veteran's benefits should call the Veterans' Services Office concerning consequences of probation. All students receiving aid/benefits should consult a counselor concerning consequences of probation. Students on probation may be prohibited from receiving aid/benefits.



Academic Regulations and Information



Student Classification

I. REGISTRATION STATUS

FULL-TIME STUDENT: registered for 12 or more units of credit (4 units or more in summer session).

PART-TIME STUDENT: registered for fewer than 12 units of credit (fewer than 4 units in summer session).

SPECIAL PART-TIME STUDENT: concurrent enrollment in high school under *Education Code Section 76001* or *76002*

II. ACADEMIC CLASS STATUS

FRESHMAN STUDENT-has earned to date fewer than 30 units of credit.

SOPHOMORE STUDENT-has earned to date 30 or more units of credit but has not completed all course and unit requirements for the *Associate in Arts* or *Associate in Science*, or any higher degree.

Student Definitions

- **Continuing Student.** A student who was enrolled in the previous semester (excluding summer session).
- **New Student.** A student who has never attended any college.
- **Returning Student.** A student who attended Yuba College previously, but not during the previous semester (excluding summer session).
- **Transfer Student.** A student who attended another institution prior to applying to Yuba College.
- **Returning Transfer Student.** A student who attended a Yuba College class, then attended another institution, and plans to attend a Yuba College class again.

Transcripts

A student may apply for an official transcript of college courses at the Admissions and Records Office. A student in good standing may receive a transcript at any time. Two copies are furnished free by the College; additional copies are \$5 each. Transcripts requested “over the counter” or a “48-hour rush mail” will require a \$10.00 “rush” fee.

Students may print out their own free “unofficial” transcript copy on-line by logging on to the Yuba College website. Select WebAdvisor and follow instructions.

Academic transcripts are not provided for students who withdraw from the College for the following reasons: during the first four weeks of a semester, during the first week of summer session, for students enrolled in non-credit or fee courses. The Admissions and Records Office will accept a fax request with identifying information for transcripts if the transcript is to be sent to another educational institution. The student should include social security/ID number, name, birth date, name used during attendance, address, and last year attended.

Transcripts will not be released for students who have holds placed on records for outstanding obligations to the College. Transcript fees must be paid at the time of the request.

Graduation Requirements

Yuba College has established institutional graduation requirements. Currently, these are Health/PE and Multicultural graduation requirements. The courses used to satisfy these requirements must be listed on the specific Multicultural and Health/PE sections of the approved Graduation requirements checklist at the time the courses are taken. These requirements are not based on catalog rights.

Associate in Arts/Associate in Science Degree

The Associate in Arts or Associate in Science degree may be awarded to a student who has completed the following requirements:

REQUIREMENT 1: All students must pass the reading, writing, and mathematics competency examinations or equivalents listed below with a “C” or better grade.

COMPETENCY REQUIREMENTS:

Reading competency may be met by:

1. Passing English 1A with a “C” or better; OR
2. Passing Reading 70 with “C” or better; OR
3. Achieving a passing score on the Reading Placement Examination; OR
4. Possession of an A.A., A.S., or higher degree at the time of admission to campuses within the Yuba Community College District.

Note: Students should complete the reading competency requirement within the first 30 units of credits earned, or be enrolled in a prerequisite reading course.

Writing competency may be met by:

1. Passing English 1A with “C” or better.

Mathematics competency may be met by a “C” or better in:

1. Any mathematics or statistics course that has Math 50 as a prerequisite; or
2. Any higher level mathematics or statistics course.

REQUIREMENT 2: All students must complete 18 units of general education with a “C” or better, selecting at least 3 units each from Areas A, B, C, D1 (4 units), D2 and E below.

AREA A. NATURAL SCIENCE (Select 3 units)

Agriculture 45, 45L
Anthropology 1
Astronomy 1
Biology 1, 10, 10L, 11, 12, 15, 24, 25
Chemistry 1A, 2A, 10
Ecology 10, 12
Geography 1
Geology 10, 10L, 11L, 12, 20
Physical Science 10A, 10AL, 10B
Physics 2A, 4A, 10L*
Plant Science 20, 20L, 22, 22L

AREA B. SOCIAL SCIENCE (Select 3 units)

Administration of Justice 10
Anthropology 2, 3
Asian-American Studies 14*
Early Childhood Education 3
Economics 1A, 1B
Ethnic Studies 1, 15*
Geography 2
History 4A, 4B, 5A, 5B, 6, 7, 8, 11*, 14, 15, 16A, 16B, 17A, 17B, 29*
Native American Studies 7*
Political Science 1, 7
Psychology 1A, 12, 31, 33, 41, 46
Sociology 1, 2, 5, 6, 10
Women’s Studies 29, 31, 35

AREA C. HUMANITIES (Select 3 units)

Administration of Justice 1*
Art 1A, 1B, 1C, 5
Asian-American Studies 31
Early Childhood Education 21*
English 1B, 2, 23, 30A, 30B, 33, 34, 36, 37, 38*, 42, 44, 46A, 46B
French 1
Humanities 3, 5, 10, 11, 12, 15, 17, 26A, 31, 33, 34
Music 1, 1A, 3, 12, 15, 17
Philosophy 1, 2, 3, 20
Sign Language 1, 2, 3
Spanish 1, 2, 3, 4, 10, 20A, 20B
Speech 2
Theatre Arts 10, 33, 34
Women’s Studies 26A, 37

* Class is taught only at Woodland Community College

Graduation Requirements

AREA D. LANGUAGE AND RATIONALITY

D1. ENGLISH COMPOSITION

English 1A

D2. COMMUNICATION AND ANALYTICAL THINKING (Select 3 units)

Business Computer Applications 15
Computer Science 2, 6, 9A, 9B, 10L
Electronics Technology 25
Engineering 10
English 1C
General Business 56
Mathematics 1A, 7, 9, 10, 15, 20, 21, 25, 51, 52
Philosophy 12
Reading 10
Sociology 3, 8
Speech 1, 3, 6, 7, 8, 9, 15*
Statistics 1

AREA E. ELECTIVES (Select at least 3 additional units)

1. A second course from any Area above; OR
2. Documentation of active military service (may also be used to meet Requirement 4 (Health/P.E.); OR
3. Course(s) listed below:
 - Accounting 1L, 10A
 - Administration of Justice 10, 30
 - Automotive Technology 21, 22
 - Counseling 10, 25
 - English 20L
 - Family and Consumer Science 10
 - General Business 10, 25
 - Health 1, 13
 - Human Services 11
 - Mass Communications 20L
 - Physical Education courses

REQUIREMENT 3: All students must complete the designated degree major courses with a grade of "C" or better. Majors are listed in the section headed "Degrees and Certificates" and in the Course Descriptions section of the catalog.

REQUIREMENT 4: All students are required to successfully complete either: Health 1, 4 or 13 OR two Physical Education activity courses one of which must be selected from the following:

Physical Education 1.21, 1.22, 1.26, 1.27, 1.37, 1.57, 1.59*, 3, 4, 6, 7

Note: Students who will be completing degrees in Basic Police Academy, Associate Degree in Nursing, Psychiatric Technology, Radiologic Technology, or Veterinary Technology, and students who submit documentation of active military service are exempt from this requirement.

* Class is taught only at Woodland Community College

REQUIREMENT 5: All students are required to fulfill the Multicultural Graduation Requirement (MGR) by completing three or more units from the following courses or the programs listed below:

AJ 19, Anthropology 2; Art 1A, 3B, 5; Asian-American 14*, 31; Early Childhood Education 27; Education 1; English 30A, 30B, 36, 37 History 5A, 5B, 6, 7, 14; Human Services 11; Humanities 5, 12, 16, 17, 26B, 31; Music 12,16,17; Native American 7*; Philosophy 1, 3, 20; Political Science 7, Sociology 5; Spanish 20A, 20B, 36; Speech 8; Women 26B, 37

Completion of the following programs also fulfills the multicultural graduation requirement: Basic Police Academy, Associate Degree Nursing; Psychiatric Technology; Radiologic Technology; and Veterinary Technology.

COURSE REQUIREMENTS FOR THE DEGREE: Only courses completed by deadlines may be counted toward the degree to be issued for the requested term. (See "Course Numbering System," limitation of 100-299 courses for associate degree.)

REQUIREMENT 6: All students are required to complete a minimum of 60 semester units in lower division associate degree level courses with at least a 2.0 ("C") grade point average. The grade point average that is calculated for associate degree purposes only counts units and grade points earned in associate degree level classes. Non-associate degree credit courses (numbered 100-199 and 200-299) completed fall 1989 and thereafter will not count toward the associate degree. For courses completed between July 1, 1983, and July 30, 1989, a maximum of 6 semester units of courses numbered 100-199 may be counted toward this requirement. All courses numbered 200-299 completed prior to fall 1989 may be counted toward this requirement.

REQUIREMENT 7: All students are required to complete a minimum of 12 semester units with at least a 2.0 ("C") grade point average in associate degree level classes at Yuba College.

REQUIREMENT 8: All students wishing to graduate must file a petition as a *Candidate for Graduation*. Deadline dates to apply are: Fall-November 15; Spring-April 15; Summer-July 1.

Additional Associate Degrees

An *Associate in Arts* or *Associate in Science* degree will be awarded to those already possessing an associate degree, subject to the following conditions:

1. All requirements in a different major from that of previous associate degree(s) must be satisfied. The major will be printed on the degree.
2. All general education requirements in effect at the time of beginning the new degree program must be satisfied. After meeting the above conditions, a student may petition for any degree for which he/she has met the graduation requirements.

Transfer Preparation and Information

- You will find some of the college or university preparatory curricula in the following pages.
- You will find the requirements for junior standing at the University of California and the California State University system on the following pages.
- You must see your counselor for specific requirements for other higher institutions.
- Unless specifically exempt by statute, all courses of study (programs), regardless of where offered, are open to members of the public who are otherwise eligible for admission to the College. Where prerequisites are necessary, they are academic in nature and may take the form of a course to complete, or a qualifying score to earn on a placement exam.

ASSIST

The Articulation System Stimulating Interinstitutional Student Transfer (ASSIST) is a computerized information system that provides students with detailed course transfer and articulation information to help them plan their academic careers, facilitate a seamless transfer process, and reduce the number of redundant courses they may take as they move from Community Colleges to universities.

The ASSIST database includes the most current official articulation agreements that every CSU and UC campus has established with any of the 112 California Community Colleges. ASSIST also includes the following complete and historical information for all 112 California Community Colleges — CSU Transferable Courses; CSU GE-Breadth Certification Courses; IGETC Course Lists; UC Transferable Courses; UC Transfer Admission Eligibility Courses.

ASSIST operates as California's official statewide source for course articulation and transfer information and is available to all students, faculty and staff via the Internet at www.assist.org.

Preparation for Transfer

The requirements listed in the following section are subject to change without notice. Check with your Yuba College counselor and the Transfer Center periodically for updated information.

PREPARATION FOR ADVANCED STANDING AT FOUR-YEAR UNIVERSITIES AND COLLEGES.

Yuba College offers freshman and sophomore courses towards a four-year university bachelor's degree. These courses are considered lower division work and represent the first two years of a four year degree. Since course requirements for graduation vary between colleges, it is to the student's advantage to choose the university or college to which he or she plans to transfer as early as possible. Complete the courses at Yuba College which best satisfy the lower division course requirements at that particular college or university to which the student ultimately transfers.

Lower division course requirements typically include "general education" and "major" course requirements. A "major" is considered the students "field of study".

For more up-to-date, detailed, or extensive information regarding transfer requirements, students are encouraged to meet with a Yuba College counselor to discuss their options for transfer. The Transfer Center maintains and provides general education articulation sheets which include general education requirements for transfer to universities. Students are encouraged to discuss their transfer strategy with a University representative who periodically visits the Transfer Center. Students interested in transferring should also be aware of critical application filing periods and procedures. This information can be obtained in the Transfer Center and from the counselors.

STUDENT'S RESPONSIBILITY FOR MEETING TRANSFER REQUIREMENTS.

Students are advised to obtain a copy of the catalog from their chosen transfer college. Counselors provide assistance, but it is up to each individual student to decide upon an educational goal, to take the responsibility for devising a long-range educational plan to achieve this goal, to read the college catalog from the transfer college or university of choice, and then to choose the appropriate Yuba College courses to satisfy the requirements for transfer to that college or university.

Transfer Preparation and Information

TRANSFER TO A UNIVERSITY OF CALIFORNIA SYSTEM AND CALIFORNIA STATE UNIVERSITY SYSTEM. California Community College students can use the Intersegmental General Education Transfer Curriculum (IGETC) to fulfill lower division general education requirements at nearly all California State University or University of California college systems. Refer to the IGETC on page 56.

TRANSFER COURSE IDENTIFICATION TO UC AND CSU SYSTEMS. The status of a transfer course is indicated next to the course title in the “Programs and Courses” section of this Catalog. If the course is transferable, the designator “Transferable to:” appears. “Transferable to: CSU” indicates that the course credit transfers to all of the California State Universities (for at least elective credit). “Transferable to: CSU/UC” indicates that the course credit transfers to all of the California State Universities and all of the University of California campuses (for at least elective credit). If the designator “unit limitation” appears (i.e., Transferable to: CSU/UC - UC Unit Limit), the transferability of units to the University of California is limited, in some way, when combined with other courses in the discipline. (NOTE: This designation is subject to change without notification. Check with a counselor for current information.)

TRANSFER TO INDEPENDENT COLLEGES AND UNIVERSITIES. Admission requirements, course transferability, and course credit allowed at independent college and universities vary. Students should consult the transfer school’s catalog for specific requirements and transferability, or make an appointment with their counselor to clarify admission standards.

ADVANCED STANDING SELECTION CRITERIA TO THE UNIVERSITY OF CALIFORNIA. The University makes every effort to admit applicants to any one of its campuses. The applicant must meet the minimum admission requirements, and file an application during the appropriate filing period. In recent years, the number of applicants for some campuses and some majors has far exceeded the number of spaces available. When a campus cannot accept all eligible applicants, it uses standards that are more demanding than the minimum requirements to select students. The criterion is listed below.

Academic Criteria:

1. Completion of a specified pattern or number of courses that meet general education or breadth requirements.
2. Completion of a specified pattern or number of courses that provide continuity with upper division courses in the major.
3. GPA in all transferable courses.
4. Participation in academically selective honors courses or programs.

Supplemental Criteria:

1. Special talents, interests, or experiences, beyond those indicated by the academic criteria, that demonstrate unusual promise of leadership, achievement, and service in a particular field such as civic life or the arts.
2. Special circumstances that have adversely affected the applicant’s life experiences. These circumstances may include, for example, disabilities, personal difficulties, low family income, refugee status, or veteran status.

CALIFORNIA STATE UNIVERSITY SYSTEM LOWER DIVISION REQUIREMENTS. California State University requirements vary slightly from campus to campus and from major to major. Students should consult both the catalog of the State University or campus of their choice and their counselor at Yuba College.

The California Administrative Code, Title V, Section 40409, stipulates that up to 70 semester (105 quarter) units of credit, excluding credit granted for military service may be transferred from a community college to any State University campus. Students must be certain; however, to select courses at Yuba College appropriate to the major, and to the State University campus which they have selected to attend. When otherwise appropriately selected, any Yuba College course numbered 1 through 49 is considered eligible for transfer under this law.

State law compels all State University campuses to require a minimum of 48 units of General Education; 39 units, usually completed in lower division, and the remaining 9 units in upper division. See the following pages for more information.

Many four-year institutions may require Ethnic Studies courses for graduation. Consult a Yuba College counselor to ensure this requirement is met.

NOTICE: California State University transfer students must take the English Placement Test (EPT) and the Entry Level Mathematics Test (ELM) before or during their first semester to determine proper placement in English and mathematics courses. The consequences for not taking the tests on time are serious.

Students will be exempt and not have to take these tests if they have taken an approved college composition course with a grade of “C” or better, and an approved General Education mathematics course above the level of intermediate Algebra with a grade of “C” or better. Consult with your counselor for further information.

Transfer Preparation and Information

ADMISSION REQUIREMENTS TO THE CALIFORNIA STATE UNIVERSITY. Community college students may be admitted to the CSU system as either upper division or lower division transfers depending on space availability. Upper division transfers (students with 60 or more CSU transferable units) will be given priority consideration for admission. Eligibility will be based upon academic performance at the college level. Lower division transfers will only be admitted if space permits, and eligibility was established at the high school level.



ASSOCIATES DEGREES FOR TRANSFER. REQUIREMENTS FOR THE ASSOCIATE IN ARTS FOR TRANSFER (AA-T) OR ASSOCIATE IN SCIENCE FOR TRANSFER (AS-T). Community college students may complete an Associate in Arts for Transfer Degree (AA-T) or an Associate in Science for Transfer Degree (AS-T) for admission into the California State University (CSU) system for completion of a baccalaureate degree. Completion of an AA-T or AS-T Degree allows a student to complete an Associate Degree and CSU transfer requirements at the same time.

This option will allow a student to earn a 120 unit baccalaureate degree by completing 60 transferable units at the community college level and transferring to a CSU campus to complete an additional 60 units.

In order to earn an AA-T or AS-T Degree, a student must refer to the specific degree pattern in the "Programs and Courses" section of the catalog and complete the courses required in the major with no grade of less than a "C" in any course. In addition, a student must complete one of two general education patterns for transfer, the California State University General Education Breadth (CSUGEB) pattern or the Inter-segmental General Education Transfer Curriculum (IGETC). All general education courses must be completed with a minimum "C" grade. If necessary, a student may need to complete transferable elective credit to ensure that 60 transferable units have been completed with a minimum grade point average (GPA) of 2.0.

Successful completion of an Associate Degree for transfer guarantees a student admission to the CSU system (but not necessarily the specific university of your choice) upon successful completion of the CSU admissions process.

MAKING UP MISSING COLLEGE PREPARATORY COURSES. To be eligible for admission to the California State University as a freshman, a student who graduated from high school after June, 1984, must have completed, with grades of "C" or better, four years of high school college preparatory English, and two years of high school college preparatory mathematics, in addition to meeting the eligibility index.

Students who enter college fall, 1988, or later must have completed, four years of high school college preparatory English, four years of high school college preparatory mathematics, one year of United States History, one year of laboratory science, two years of foreign language, one year of visual or performing arts, and three years of electives, in addition to meeting the eligibility index.



Transfer Preparation and Information

Intersegmental General Education Transfer Curriculum (IGETC)

NOTE: Students should check with a counselor for updates verified after Catalog publication date.

The Intersegmental General Education Transfer Curriculum (IGETC) is a general education program which community college transfer students may use to fulfill lower division general education requirements in either the CSU or UC. Because of its generic nature, and agreements between the CSU, the UC, and the community college system, completion of the IGETC to fulfill lower division general education requirements has become a common path taken by community college students who transfer to the CSU or UC.

Completion of the IGETC, in itself, does not improve eligibility for admission to the CSU or UC, or admission to a specific campus or program.

The 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.

Completion of the IGETC is not a requirement for transfer to a CSU or UC campus, nor is it the only way to fulfill the lower division, general education requirements of CSU or UC prior to transfer.

See a counselor for segmental and campus-specific admission requirements and lower division major requirements.

Some students may be better served by taking courses which fulfill the CSU General Education Breadth requirements or those of the UC campus or college to which they plan to transfer. Students pursuing majors that require extensive lower division major preparation may not find the IGETC option to be advantageous. The IGETC is most useful for students who want to keep their options open before making a final decision about transferring to a particular CSU or UC campus. Fifth and Revelle Colleges at UC, San Diego, the School of Business at U. C., Berkeley, and the School of Architecture at UC, Berkeley will not accept the IGETC. Schools of Engineering do not generally recommend the IGETC—see a counselor for assistance in planning your program.

All course work applicable to the IGETC must be completed and certified by the last California community college attended prior to transfer in order to be accepted by CSU and UC. Except under special circumstances, “certification” means that the last community college attended prior to transfer to the CSU or UC campus will verify that the student has completed the IGETC (see “IGETC After Transfer Policy”). In addition to the course requirements for each subject area, full certification for the CSU must include completion of the Oral Communication requirement. For the UC, Oral Communication is not required, but the certification must include satisfaction of the foreign language proficiency requirement. All courses must be completed with a grade of “C” or better.



Programs and Options

Avenues to Better Jobs

The following information provides avenues to better jobs, including Articulation Agreements, Certificates of Training, Certificates of Achievement, Associate in Science Degree and Associate in Arts Degree programs. These planned programs are a sample of the occupational-technical education available at the College.

Certificate programs cannot be completed at all locations. Consult each Schedule of Classes and a counselor before selecting a particular training program.

Career Technical Education Transitions

The Career Technical Education Transitions (CTE) Program of the Yuba Community College District coordinates the awarding of college credit to high school students who meet approved articulation requirements. An articulated course is one in which the high school instructor/Regional Occupational Program (ROP) and Yuba College faculty have formally agreed that the high school's/ROPs course outline, syllabus, textbook, and final exam are comparable to those in a course of the same major within Yuba College. Students receive credit on a Yuba College transcript once articulation requirements have been completed. The CTE Transitions Program prepares students to earn a certificate, an associate's degree or transfer to a 4-year university.

For more information about the CTE Transitions Program, contact the YCCD Career Technical Education Transitions Office at (530) 634-7785, visit the Admissions and Records Office at any campus, or see your counselor. Also visit the CTE Transitions website at <http://www.yccd.edu/educational-services/cte/default.aspx>.

Programs Articulated with ROP and Secondary Institutions

Programs listed below have at least one class articulated with secondary institutions. Students should check with their counselor if they have questions about specific classes or to determine if they are eligible for advance placement and/or college credit for courses completed at the secondary level.

- Accounting
- Administration of Justice
- Agriculture
 - Animal Science
 - Environmental Horticulture
- Art-Applied Photography
- Automotive Technology-Automotive Body
- Business
 - Administrative Assistant
 - Business Computer Applications
 - Clerical
 - Information Technology
 - Medical Office Skills
 - Word Processing
- Cosmetology
- Culinary Arts
- Drafting
- Early Childhood Education
 - Infant and Toddler
- Electronics Technology
- Fire Technology
- Manufacturing Technology/Metalworking-Welding
- Mass Communications
- Nursing
- Veterinary Technology



Yuba College Degrees and Certificates

Associate in Arts and Associate in Science Degrees

Yuba College offers both the Associate in Arts and the Associate in Science degrees. Students planning to obtain an associate degree must complete all the required courses for a major (18- to approximately 34 units), meet competency requirements, fulfill general education requirements and complete electives to meet a minimum totaling 60 units.

Certificates of Achievement and Certificates of Training

Certificate programs are designed to provide students a broad understanding of the occupational programs that the student wishes to enter upon completion of the courses they are engaged in. The Certificate of Achievement or Certificate of Training certifies that the student has completed all required courses in preparation to enter into the designated career field on their certificate. A grade of "C" or better is required for each course completed in the certificate series.

Administration of Justice

Degree: A.S.-Basic Police Academy
A.S.-Corrections
A.S.-Law Enforcement

Certificates of Achievement:
Basic Police Academy
Reserve Training Module I Academy
Reserve Training Module II Academy
Special Investigator Academy

Certificates of Training:
Reserve Training Module III Academy
Correctional Officer Academy
Juvenile Counselor Academy
Police Officer Orientation Academy
Basic Requalification

Agriculture, Environmental Horticulture and Technology

Degree: A.S.-Agriculture
Certificates of Achievement:
Agricultural Business

Architectural Design

Degree: A.S.-Architectural Studies
Certificate of Achievement:
Architectural Design
Architectural Studies

Art

Degree: A.A.-Art
A.S.-Commercial Art
A.S.-Photographic Imaging

Certificates of Achievement:
Photographic Imaging

Automotive Technology

Degree: A.S.-Auto Body and Repair
A.S.-Automotive Chassis
A.S.-Automotive Drive Trains
A.S.-Master Mechanic
A.S.-Tune-Up and Driveability

Certificates of Achievement:
Auto Body and Repair
Automotive Body Repair
Automotive Chassis
Automotive Drive Trains
Master Mechanic
Tune-Up and Driveability

Certificates of Training:
Automatic Transmission/Transaxle
Brakes
Electrical Systems
Engine Machining
Engine Performance
Engine Repair
Heating and Air Conditioning
Manual Drive Train and Axles
Suspension and Steering

Biology

Degree: A.S.-Biology

Business

Degree: A.S.-Accounting
A.S.-Administrative Assistant
A.S.-Business Administration
A.S.-Business Computer Applications
A.S.-General Business Management
A.S.-Income Tax Preparation
A.S.-Information Technologies
A.S.-Legal Office Skills
A.S.-Medical Office Skills
A.S.-Personnel Management
A.S.-Small Business Management
A.S.-Word Processing

Certificates of Achievement:

Accounting
Administrative Assistant
Advanced Accounting
Advanced Business Computer Applications
Advanced General Business Management
Advanced Small Business Management
Income Tax Preparation
Small Business Management
Retail Management

Certificate of Training:

Business Computer Applications

Chemistry

Degree: A.S.-Chemistry

Communication Studies (Speech)

Degree: A.S.-Communication Studies (Speech)

Computer Science

Degree: A.S.-Computer Science

Certificate of Achievement:

Computer Science

Cosmetology

Degree: A.S.-Cosmetology

Certificate of Achievement:

Cosmetology

Culinary Arts

Degree: A.S.-Culinary Arts

Certificate of Achievement:

Culinary Arts

Early Childhood Education

Degree: A.S.-Early Childhood Education

Certificates of Achievement:

Child Development Teacher
Diversity Specialization
Infant and Toddler Specialization
School Age Specialization

Certificates of Training:

Child Development Associate Teacher
Pediatric First Aid/CPR

Electronics Technology

Degree: A.S.-Electronics Technology

Emergency Medical Technology

Certificates of Training:

EMT-1
EMT-1 Refresher

English

Degree: A.A.-English

Fire Technology

Degree: A.S.-Fire Technology
A.S.-Fire Technology Fire Academy

Certificates of Achievement:

Fire Technology
Fire Fighter I Academy
Fire Technology Practicum I
Fire Technology Practicum II

Certificate of Training:

First Responder

General Education

Degree: A.A.-Arts and Humanities
A.S.-Arts and Humanities
A.A.-Communications
A.S.-Communications
A.A.-General Health
A.S.-General Health
A.A.-Natural Science
A.S.-Natural Science
A.A.-Social and Behavioral Science
A.S.-Social and Behavioral Science

History

Degree: A.A.-History



Programs and Options

Human Services

Degree: A.S.-Human Services
A.S.-Chemical Dependency Counselor

Certificates of Achievement:
Chemical Dependency Counselor
Alcohol and Controlled Substances

Information Technologies

Degree: A.S.-Information Technologies

Manufacturing Technology-Machining

Degree: A.S.-Manufacturing Technology-Machining

Certificates of Achievement:
Manufacturing Technology-Machining

Mass Communications

Degree: A.A.-Mass Communication
A.S.-Mass Communication

Certificates of Achievement:
Mass Communication

Mathematics

Degree: A.S.-Mathematics
A.S.-T-Mathematics

Music

Degree: A.A.-Music

Nursing

Degree: A.S.-Nursing
Vocational Nursing

Certificates of Achievement:
Licensed Vocational
Nursing

Physical Education

Degree: A.S.-Physical Education

Psychiatric Technology

Degree: A.S.-Psychiatric Technician

Psychology

Degree: A.A.-Psychology

Radiologic Technology

Degree: A.S.-Radiologic Technology

Certificates of Achievement:
Radiologic Technology

Social Science

Degree: A.A.-Social Science

Sociology

Degree: A.A.-T-Sociology

Theatre Arts

Degree: A.A.-Theatre Arts

Veterinary Technology

Degree: A.S.-Veterinary Technology

Certificates of Achievement:
Veterinary Receptionist/Assistant

Certificates of Training:
Laboratory Animal Medicine
Large Animal Care and Management
Shelter Medicine
Veterinary Public Health and Food Safety

Welding

Degree: A.S.-Welding Technologies

Certificates of Achievement:
Advanced Welding Technologies
Welding Technologies



Student Learning Outcomes By Program

	Communication	Computation	Critical Thinking	Global Awareness	Information Competency	Personal and Social Responsibility	Technological Awareness	Scientific Awareness
Accounting	•	•	•				•	
Administration of Justice	•		•			•		
Agriculture			•					•
Anthropology			•	•		•		
Architectural Studies		•	•					
Art/Photography	•				•	•		
Astronomy		•	•					•
Automotive Technology		•					•	•
Biology		•						•
Business Computer App.		•	•		•		•	
Chemistry		•	•					•
Computer Science		•	•					
Cooperative Work Experience	•	•	•				•	
Cosmetology	•				•	•		
Counseling	•		•			•		
Culinary Arts	•				•	•		
Early Childhood Education	•		•			•		
Ecology			•					•
Economics			•	•		•		
Education	•		•			•		
Emergency Medical Tech	•		•			•		
Engineering		•	•					
English	•		•					
English as a Second Language	•		•					
Ethnic Studies			•	•		•		
Family and Consumer Science	•				•	•		
Fire Technology	•		•			•		
Foreign Languages	•		•					
General Business	•	•	•				•	
Geography		•	•					•
Geology		•	•					•
Health Education	•		•			•		
History			•	•		•		
Human Services	•		•			•		
Humanities			•	•		•		
Information Technology		•			•		•	
Internship	•	•	•				•	
Learning Assistance	•		•			•		

Programs and Options

Student Learning Outcomes By Program

	Communication	Computation	Critical Thinking	Global Awareness	Information Competency	Personal and Social Responsibility	Technological Awareness	Scientific Awareness
Management	•	•	•				•	
Manufacturing Technology		•					•	•
Marketing	•	•	•				•	
Mass Communication	•		•					
Mathematics		•	•					
Music	•				•	•		
Nursing	•		•					•
Office Administration	•	•	•				•	
Philosophy			•	•		•		
Physical Education	•					•		
Physical Education-Adaptive	•					•		
Physical Education-Athletics	•					•		
Physical Science		•	•					•
Physics		•	•					•
Political Science			•	•		•		
Psychiatric Technology	•		•					•
Psychology			•	•		•		
Radiologic Technology	•		•					•
Reading	•		•					
Social Science			•	•		•		
Sociology			•	•		•		
Speech	•		•					
Statistics		•	•					
Theater Arts	•				•	•		
Veterinary Technology	•		•					•
Welding		•					•	•
Women's Studies			•	•		•		

Associate in Arts (A.A.) and Associate in Science (A.S.) Degree Programs

A student must file a Petition for Graduation. The College holds the graduation ceremony once a year (end of May/first part of June) and students who wish their name to appear in the graduation program must submit a Petition to the Admissions and Records Office by May 1. However, the student may petition to graduate at the end of the Fall, Spring, or Summer terms. The deadlines to petition are: Fall - November 15; Spring - April 15; Summer - July 1.

A student who wishes to receive an Associate degree should consult a College counselor. The counselor will assist the student in planning the courses required to satisfy the major for the degree. Diplomas printed for a "general education" major will not have the major printed on the diploma. (Note: Major courses must be completed with a "C" or better grade.)

In order to receive a degree in one of the specific majors for the Associate in Arts or Associate in Science Degrees, a student is required to complete the specific courses listed with a grade of "C" or better. After successful completion of the specific major (and all other graduation requirements), the specific major for the degree will be printed on the diploma.

No courses for the specific majors may be waived. Equivalent course work may be substituted only with approval. The student should submit a petition to the Academic Integrity Subcommittee. Petitions will be forwarded to the (division) Dean for recommendation of action.

A student may petition for only one "general education" degree since the major will not be printed on the diploma. A student who is earning a degree in one of the specific majors may petition for a specific major in which he/she has met all graduation requirements.



Certificates

Do you wish to earn a college degree in a career program and prepare to take a job at the end of your college course?

- You will find some of the occupational curricula in the next section. Your counselor will help you make a wise choice.
- You should earn an associate degree from the Yuba Community College District.
- You will have an opportunity to secure advanced training in several occupational fields.
- Do you wish to increase your skills without working toward a college degree?
- You will find some of the occupational curricula in the next section. A counselor can suggest others.
- You do not have to earn a degree.
- You may wish to earn a Certificate of Achievement or Certificate of Training.

Certificate of Achievement

Courses taken to satisfy requirements for a Certificate of Training usually provide the core courses for students electing the goal of a Certificate of Achievement in an occupational area. This goal requires more time and commitment, but better qualifies the student for employment by adding other required or elective courses. The Certificate of Achievement requires 12 to 42 units and may be completed in one to two years. Certificates of Achievement must be approved through the respective departments and will be shown on the student's transcript. NOTE: All courses required for the certificate must be completed with a "C" or better grade.

Certificate of Training

Each department is authorized to recommend short-term training program options and students are encouraged to plan and pursue short-term occupational goals. Certificates of Training are less than 18 units in length and will not be shown on the student's transcript. Some certificates can be completed in as little time as one semester, others may require a longer period depending on the frequency of course offerings or the student's time commitment. NOTE: All courses required for the certificate must be completed with a "C" or better grade.

Certificates of Training are not listed on the student transcript.

Programs and Options

Requirements for Certificates

In order to verify competency in training for performance by issuing a certificate: a “C” or better grade must be earned in each course; and all courses must be taken at a Yuba Community College District campus.

A petition may be submitted to the appropriate Dean for consideration of outside work, not to exceed one-half of the required units. Each petition will be considered individually, and final determination rests with the appropriate Dean in consultation with appropriate faculty. The petition may be obtained at the Admissions and Records Office. After completing the petition, the petition is returned to the Admissions and Records Office and will be forwarded to the appropriate Dean for action.

Many of the certificates have “recency” requirements. See the individual certificate if courses must have been taken within a certain number of years.

Students who are required to repeat a non-repeatable course for the “recency” requirement may not earn additional units for completion of the course. The student must file a Student Petition to repeat a non-repeatable course in which a “C” or better grade was earned. If granted, the course will be listed on the student’s transcript, but will be noted so the units and grade are not counted in the cumulative totals.

Applying for Certificate of Achievement or Training

- After completing all requirements for the certificate, the student obtains a “Petition for Certificate Card” from the Admissions and Records Office.
- Student completes the Petition Card and files it with the Admissions and Records Office.
- The Admissions and Records Office sends the Petition for Certificate Card and a copy of the student’s transcript to the appropriate Dean.

- The Dean verifies eligibility, completes the certificate, and mails it to the student.
- The Dean will complete the Petition for Certificate Card and return it to the Admissions and Records Office.
- The Admissions and Records Office processes the “approved” Petition card and adds the certification information to the student’s academic record. The Certificate of Achievement will appear on the academic transcript; the Certificate of Training will not appear on the academic transcript.



Course Information

Admission to Courses

OPEN ENROLLMENT POLICY

All courses, regardless of where offered, are open to members of the public who are otherwise eligible for admission, with the following exceptions:

- Courses that are specifically exempted by statute, including “impacted” allied health programs (Radiologic Technology, Veterinary Technology, Associate Degree Nursing, Psychiatric Technician, etc.);
- Courses closed by maximum enrollment of students by the “priority registration” or “first come, first served” registration policies;
- Courses with academic requisites (prerequisites and corequisites) that restrict enrollment of academically unqualified students; and
- Courses with content that would be a repeat of a course of equivalent or more advanced course work previously taken by the student (exceptions require counselor evaluation and approval).

REQUISITES

“Prerequisite” means the preparation or previous course work considered necessary for success in the course. Prerequisites are required only for courses where specific academic background is necessary in order to assure students a reasonable chance of success in the course. Prerequisites which are listed as “required” include:

- Courses for which specific prerequisites have been validated,
- Sequential course work in a degree or program, or
- Courses in which a prerequisite is necessary for transfer to a four-year college.

Responsibility for having met the prerequisite rests with the student. A grade of “C” or better is required to meet a course prerequisite.

“Corequisites” for a course are those courses which must be taken concurrently with the course. Corequisites provide the necessary skill or supplementary body of knowledge or laboratory time during the course to help assure success in the course.

Concerns about requisites are best resolved with a college counselor or the course instructor prior to the first day of class.

POLICY FOR PETITIONING OR WAIVING COURSE PREREQUISITES

Course placement is determined by a process in which the student and counselor review all assessment criteria available. Students who wish to petition their recommended placement or the waiver of a prerequisite should be prepared to give evidence or justification why the exemption should be granted. Reasons for seeking a prerequisite waiver may include one or more of the following:

- Prerequisite course is not available,
- Prerequisite has not been validated,
- Student has the knowledge or ability to succeed in the course without meeting the prerequisite, or
- Student believes the prerequisite is discriminatory or is being applied in a discriminatory manner.

Check with a counselor, your site administrator, or the Counseling Office to obtain the required forms.

Challenges to prerequisites/corequisites shall be on the approved form and filed at the location where the student registers for the majority of her/his classes. Challenges at the Yuba College should be filed with the Counseling Office. Challenges at other locations should be filed with the executive dean or site administrator.

Yuba College strongly encourages that the language and mathematics skill levels of new students be assessed by the Placement Examination (CPT or equivalent) prior to enrollment in most courses. The placement scores provide students and counselors with information helpful to select appropriate courses that are taught at the skill levels of the student. These test scores serve as recommended guidelines in the selection of entry level courses for which the course content requires college level skill proficiency for successful participation. Other factors are also considered in a multiple measures approach.

PLACEMENT LEVELS FOR “SKILLS COURSES”.

Placement Examination scores, in combination with other factors, are used to help place students in one of the levels of reading, writing, and mathematics. After satisfactorily completing the appropriate skills course, students may progress by enrolling in the course at the next higher level. Students should consult a counselor for an evaluation of placement scores and discussion of other factors that affect placement. Refer to “Placement Levels” in this Catalog.

Course Information

Key to Numbers and Listings

Content and policies expressed in this Catalog are believed to be true and correct as of the date of publication. Courses are listed alphabetically by department and numerically within the listing of each department. Units of credit are shown immediately following the course title.

Any course listed in this Catalog may be offered in the summer session, evening, or off-campus programs at any time there is a sufficient number of students available, generally fifteen, to justify offering the course.

Students should consult the *Schedule of Classes* to determine which courses will be offered during a given semester. Any course listed in the *Schedule of Classes* may be canceled when the enrollment is insufficient to justify offering the class, or an instructor is not available.

COURSE "10"

The number "10" in each department is generally reserved for the basic General Education course in the discipline.

COURSE "47", "48", "49", "97", "197" or "297"

Refer to page 110.

COURSE NUMBERING

JULY 1, 1974 TO JUNE 30, 1989:

1-49	Designed as courses intended to carry transfer credits to all baccalaureate degree-granting colleges and universities.
50-99	Not primarily designed for transfer purposes, but taught at the level and of such quality that acceptance is recommended at any college or university offering such course work or offering program in which such course would will be appropriate.
100-199 Series:	Developmental/Remedial.
200-299 Series:	Primarily designed at the technical level; usually will be courses specifically designed as part of a program(s) leading directly to employment. Under special circumstances, a Baccalaureate degree-granting institution may wish to accept such courses for transfer credit.

JULY 1, 1983 TO JUNE 30, 1989:

A maximum of 6 semester units of courses numbered 100 to 199 can be counted toward the associate degree.

CURRENT COURSE NUMBERING DEFINITIONS:

1-49 Series:	Designed as Admissions List courses intended to carry transfer credit to all baccalaureate degree granting colleges and universities.
50-99 Series:	Not primarily designed for transfer purposes, but taught at the level and of such quality that acceptance is recommended at any college or university offering such course work or offering programs in which such course work will be appropriate.
100-199 Series:	Non-associate degree credit basic skills remedial courses intended to prepare students to succeed in courses at the associate degree level.
200-299 Series:	Non-associate degree credit courses that are either, (1) vocational courses intended to prepare students for postsecondary vocational education or for occupations not requiring associate degree level skills for entry or, (2) academic development courses, other than remedial basic skills, intended to prepare students to succeed in associate degree level course work.
500 Series:	Noncredit courses sometimes referred to as "Adult Education Courses."

Transfer Status Designation

As indicated previously, the course number system is a guide to course transferability. In addition, the status of a transfer course is indicated next to the course title. If the course is transferable, the designator "Transferable Status:" appears. "Transferable to: CSU" indicates that the course credit transfers to all of the California State Universities. "Transferable to: CSU; UC" indicates that the course credit transfers to all of the California State Universities and all of the University of California campuses. If the designator "unit limitation" appears (i.e., Transferable to: CSU; UC unit limitation), the transferability of the units to the University of California are limited in some way when combined with other courses in the discipline. Questions concerning these courses should be directed to a counselor.

Repeatable Courses

Repetition of courses is conducted in compliance with California Title 5 Regulations, Sections 55040 through 55046. No course repetition procedures established by the District will conflict with Education Code 76224 pertaining to the finality of grades assigned by instructors, with Title 5 Section 59023, or District procedures relating to the retention and destruction of records.

For course repetition approval, the student may submit a petition to the Academic Integrity Committee at Yuba College.

(A) Course Repetition with a Substandard Grade:

Students may repeat a course up to two times in the Yuba Community College District in which a notation of D, F, NP (No Pass), or W (Withdrawal) was earned (maximum three enrollments). This regulation is effective across the district at both colleges. If a student enrolled in a course at Yuba College or Woodland Community College this counts as one of the three attempts.

Upon completion of the repeated course, the best grade earned will be computed in the cumulative grade point average. The lower grade will remain on the academic record, but will be coded with a symbol indicating the course has been repeated and will be disregarded in the computation of the grade point average. The student's academic record will be notated so that all work remains legible, insuring a true and complete academic history.

(B) Course Repetition without a Substandard Grade:

A course may be repeated when one of the following apply:

- The college finds there are extenuating circumstances. Extenuating circumstances are verified cases of accidents, illness, or other circumstances beyond the student's control. This is a one-time exception.
- A student may repeat a course because there has been a significant lapse of time since the student previously took the course (no less than three years) when the District has properly established a recency prerequisite for a course or program or another institution of higher education to which the student seeks to transfer has established a recency requirement which the student will not be able to satisfy without repeating the course in question. Grades awarded for courses repeated under this circumstance shall not be counted when calculating a student's grade point average. This is a one-time exception.

- Courses for which repetition is necessary to meet the major requirements of CSU or UC for completion of a bachelor's degree. The District will retain supporting documentation that verifies that the repetition is necessary to meet the major requirements as a Class 3 record basic to audit. This is a one-time exception.
- Students may repeat courses listed in the college catalog to meet a legally mandated training requirement as a condition of continued paid or volunteer employment. These repetitions are not limited and are granted based on the college's verification of established legal mandates. Such courses may be repeated for credit, and the grade and units shall be included for purposes of calculating the student's grade point average. The district may claim apportionment each time the student repeats the course.
- Course repetition for disabled students is subject to the course repetition limitation; however, additional repeats may be individually authorized through the DSPS Office under the following circumstances:
 1. When continuing success of the student in other general and/or special course (such as Adapted Physical Education), is dependent on additional repetitions of a specific course;
 2. When additional repetitions of a specific special course are essential to completing a student's preparation for enrollment into other regular or special course (such as Assistive Computer Technology, LEARN 155 or LEARN 156); or
 3. When the student has a student educational contract which involves a goal other than completion of the special course in question and repetition of the course will further assist with achievement of that goal.The previous grade and credit shall be disregarded in the computation of grade point average each time the course is repeated.

Course Information

(C) Repeatable Courses:

Courses designated as “repeatable” are identified as such in the College Catalog and *Schedule of Classes* following the course description. For these courses the grade received each time is calculated in the student’s grade point average.

1. Courses designated as repeatable:

- Intercollegiate athletics where enrollment in the course is limited to no more than four times;
- Cooperative work experience courses up to a maximum of 16 units in any combination of Work Experience (Occupational/General) and Internship enrollments;
- The course is a portion of a variable unit open entry/open exit course up to the maximum number of units allowed

2. Enrollment limitations in courses related in content:

Students may not enroll more than four times in any combination of active participatory courses that are related in content. The colleges designate courses that are related in content as “**families of courses**”. Active participatory courses are those courses where individual study or group assignments are the basic means by which learning objectives are obtained. Examples of active participatory courses include physical education, visual arts or performing arts. This enrollment limit applies even if the student receives a substandard grade or “W” during one or more enrollment or petitions for repetition due to extenuating circumstances.

Unit of Credit

The Unit of Credit is the semester hour. One unit of credit is granted for each hour of lecture or discussion, two-to-three hours of laboratory, or two hours of activity per week, for a 18-week semester. For most courses, students will be expected to spend an average of two hours in preparation or study for each hour of lecture or recitation.

Credit is allowed only upon satisfactory completion of a course; no partial units of credit are allowed when the student must withdraw prior to completion of the course except in an open-entry, open-exit, individualized course.

Units of Credit are generally offered for the number of units indicated. To serve the purposes of the students and the District, however, courses may on occasion be offered for less than the number of units indicated in the Course Outline.



Programs and Courses

Courses with a description that includes: "L" means college-level language skills are recommended, "M" means college-level computation skills are recommended and "C" means computer literacy recommended. These requisites are advisory only.

ACCOUNTING (see Business)

Administration of Justice

Administration of Justice offers academy, degree, and certificate programs designed for entry into law enforcement, corrections, and related fields, and for already employed persons to further themselves academically and vocationally.

Yuba College offers:

- Academies for direct entry into employment. All academies and inservice training are P.O.S.T. and/or S.T.C. certified, meeting California State regulations for law enforcement.
- An Associate in Science Degree Program for students planning to enter law enforcement, corrections, or a related area after two years of course work (see specific degree requirements).
- A Transfer Program intended for students wishing to pursue a bachelor's degree.
- Inservice programs providing specific courses suited to the individual needs of those currently employed by a criminal justice agency.

Administration of Justice and Corrections Programs

Upon successful completion of the required training program, an individual will receive P.O.S.T. (Peace Officer Standards and Training) and/or S.T.C. (Standards of Training for Corrections) certification. Rosters are submitted to these State agencies which include individual names, agency affiliation (if applicable), hours of training, and State-issued control numbers to verify law enforcement certified topics and dates of completion. A course can be certified with nine to 880 hours of training. Both State agencies require CPT (Continued Professional Training) every two years for P.O.S.T. and annually for S.T.C. for anyone working in a law enforcement environment.

ACADEMIES

Employment in law enforcement or corrections usually requires completion of a related academy. Yuba College offers a variety of academies each year:

Students are encouraged to contact the Administration of Justice Department Office at Yuba College for current information regarding academy enrollment or employment requirements or for additional information about the courses and programs.

ADMINISTRATION OF JUSTICE- BASIC POLICE ACADEMY (Associate in Science Degree)

Required Courses	Units
AJ 58A Basic Peace Officer Training (Classroom Studies) ...	23
AJ 58B Basic Peace Officer Training (Physical Exercise/ Motor Skills)	5.5
AJ 58C Basic Peace Officer Training (Scenario testing)	5
Total units required for degree major	33.5

CORRECTIONS (Associate in Science Degree)

Required Courses	Units
AJ 11 Criminal Law	3
AJ 20 Juvenile Law and Procedures	3
AJ 30 Introduction to Corrections	3
AJ 31 Criminal and Delinquent Behavior	3
AJ 33 Introduction to Correctional Counseling	3
AJ 34 Correctional Treatment Programs	3
Plus 3 units from the following:	
AJ 10 Introduction to Law Enforcement	3
AJ 14 Criminal Justice Process	3
AJ 19 Multicultural Communities and the Justice System ...	3
AJ 21 Narcotics and Drugs	3
HUSEV 10 Introduction to Human Services	3
Psychology/Sociology elective	3
Total units required for degree major	21

Programs and Courses

LAW ENFORCEMENT (Associate in Science Degree)

Required Courses	Units
AJ 10 Introduction to Law Enforcement.....	3
AJ 11 Criminal Law.....	3
AJ 13 Evidence.....	3
AJ 14 Criminal Justice Process.....	3
AJ 15 Criminal Investigation.....	3
AJ 19 Multicultural Communities and the Justice System...	3
Total units required for degree major.....	18
Additional Recommended Courses:	
AJ 20 Juvenile Law and Procedures.....	3
AJ 21 Narcotics and Drugs.....	3
AJ 30 Introduction to Corrections.....	3

BASIC POLICE ACADEMY (Certificate of Achievement)

Required Courses	Units
AJ 58A Basic Peace Officer Training.....	23
AJ 58B Basic Peace Officer Training.....	5.5
AJ 58C Basic Peace Officer Training.....	.5
Total units required for certificate.....	33.5

RESERVE TRAINING MODULE I ACADEMY (Certificate of Achievement)

Required Courses	Units
AJ 52A Reserve Training Module I.....	13.5
AJ 52B Reserve Training Module I.....	2
AJ 52C Reserve Training Module I.....	1
Total units required for certificate.....	16.5

RESERVE TRAINING MODULE II ACADEMY (Certificate of Achievement)

Required Courses	Units
AJ 51A Reserve Training Module II.....	8
AJ 51B Reserve Training Module II.....	5
Total units required for certificate.....	13

SPECIAL INVESTIGATOR ACADEMY (Certificate of Achievement)

Required Courses	Units
AJ 217A Specialized Investigator's Basic Course.....	20
AJ 217B Specialized Investigator's Basic Course.....	8
Total units required for certificate.....	28

RESERVE TRAINING MODULE III ACADEMY (Certificate of Training)

Required Courses	Units
AJ 50A Reserve Training Module III.....	5.5
AJ 50B Reserve Training Module III.....	2.5
Total units required for certificate.....	8

CORRECTIONAL OFFICER ACADEMY (Certificate of Training)

Required Courses	Units
AJ 70A Correctional Officer Core Course.....	7
AJ 70B Correctional Officer Core Course.....	.5
Total units required for certificate.....	7.5

JUVENILE COUNSELOR ACADEMY (Certificate of Training)

Required Courses	Units
AJ 202A Juvenile Correctional Officer.....	6
Total units for this certificate may vary	

POLICE OFFICER ORIENTATION ACADEMY (Certificate of Training)

Required Courses	Units
AJ 54A Peace Officer Orientation.....	1.5
AJ 54B Peace Officer Orientation - Firearms.....	5
Total units required for certificate.....	2

BASIC REQUALIFICATION (Certificate of Training)

Required Courses	Units
AJ 219A Basic Requalification Course.....	4.5
AJ 219B Basic Requalification Course.....	1.5
Total units required for certificate.....	6



Programs and Courses

<p>AJ 10 Introduction to Law Enforcement 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Overview of the history and philosophy of the U.S. justice system; study of the modern criminal justice system and its components, law enforcement, courts, and corrections; identifying the roles of the various professionals within the system and their interrelationships; analysis of legal issues; study of theories of crime causation, punishment, and rehabilitation. (L)</p>	<p>AJ 16 Police Operations 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> Philosophy, functions, organization, duties, and analysis of police operational functions, including public service responsibilities and special police problems. (L)</p>
<p>AJ 11 Criminal Law 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> History, philosophy, and constitutional provisions of criminal law, study of penal code statutes and other statutory and case law applicable to law enforcement, including exploration of crimes against persons and property, public peace, narcotics, and dangerous weapons. (L)</p>	<p>AJ 19 Multicultural Communities and the Justice System 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Examines the complex relationship between multicultural communities and the criminal justice system, analyzing cultural differences and strategies to effectively address crime related issues. Addresses potential societal barriers involving race, ethnicity, gender, religion, sexual orientation, age, social class, culture and the evolution of the law enforcement profession in understanding how relationships are developed, maintained and changed to meet ethnic and minority group needs. Additional topics include multicultural representation in Law Enforcement, Cross-Cultural Communication, Community Policing, and restorative justice principles. (L)</p>
<p>AJ 13 Evidence 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> Origin, development, and philosophy of evidence; the study of both codified evidentiary law and applicable court decisions. Specific topics include: types of evidence, the judicial process, the admission and exclusion of evidence, legal standards of proof, direct and circumstantial evidence, testimonial evidence and witness competency, the hearsay rule and its exceptions, demonstrative evidence, judicial notice, and issues relating to search and seizure. (L)</p>	<p>AJ 20 Juvenile Law and Procedures 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> Organization, function and jurisdiction of juvenile agencies; processing and detention of juveniles; juvenile case disposition; legal statutes, and court procedures. (L)</p>
<p>AJ 14 Criminal Justice Process 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> Legal processes from pre-arrest, arrest through trial, sentencing, and correction procedures; a review of the history of case and common law; conceptual interpretations of law as reflected in court decisions; a study of case law methodology and case research as the decisions impact upon the procedures of the justice system. (L)</p>	<p>AJ 21 Narcotics and Drugs 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> Analysis of narcotics and drugs, physical effects of addiction, and sociological problems of drug abuse. (L)</p>
<p>AJ 15 Criminal Investigation 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> This course addresses investigative procedures and concepts as applied to criminal investigations. Topics include surveillance, crime scene response management and identification, collection, and processing of physical evidence. Students are presented with specific provisions within the U.S. Constitution and Statutory/Case Law that provides a knowledge base for understanding interview/interrogation processes and techniques. The role of the investigator requires knowledge of identifying information sources, procuring search warrants, serving search warrants, recognizing exceptions to the search warrant rule and the court process. (L)</p>	<p>AJ 22 Special Criminal Investigation 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> Investigation concepts for specialized investigations involving major injury crimes and death investigation. (L)</p>
	<p>AJ 26 Introduction to Security 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> Provides an overview into the field of industrial, business, and government security; explores concepts, technologies, and application principles for protection of assets, personnel, and facilities from internal/external theft, sabotage, trespass, workplace violence, and terrorism. (L)</p>
	<p>AJ 30 Introduction to Corrections 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> History, philosophy, and overview of corrections including probation, parole, and correctional institutions. (L)</p>
	<p>AJ 31 Criminal and Delinquent Behavior 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> A study of the causes of crime and delinquency by analyzing various social, psychological, and cultural factors. (L)</p>

Programs and Courses

AJ 33 Introduction to Correctional Counseling 3 units

54 lecture hours

Transferable to CSU

History, objectives, and theories of counseling relevant to corrections; common methods, techniques, and interventions of counseling; understanding the client as a person. A basic course for students planning to enter or are already employed in the Corrections field. (L)

AJ 34 Correctional Treatment Programs 3 units

54 lecture hours

Transferable to CSU

The study of correctional treatment programs concerning juveniles and adults, in both the casework setting and in a custody institution. (L)

AJ 50A Reserve Training Module III 5.5 units

94 lecture hours, 30 lab hours

Prerequisite: Medical/Physician's Clearance; Health/History Statement, Par Q.

Corequisite: AJ 50B

This course is designed to meet the new Peace Officer Standards and Training (P.O.S.T.) requirements for the Regular Basic Course (Modular Format), Level III Reserves as of July 2008. 832pc curriculum has been incorporated into this class as of January 2007. This is the first of three modules to complete the POST Basic Police Academy, extended format.

AJ 50B Reserve Training Module III 2.5 units

36 lecture hours, 28 lab hours

Prerequisite: Current PC 832 Training including firearms (AJ 54A/B); Medical/Physician's Clearance; Health/History Statement, Par Q.

Corequisite: AJ 50A

This course is designed to meet the new Peace Officer Standards and Training (P.O.S.T.) requirements for the Regular Basic Course (Modular Format), Level III Reserves as of July 2008. This course is Part II (B) of the necessary training for entry-level peace officer training.

AJ 51A Reserve Training Module II 8 units

139 lecture hours, 14 lab hours

Prerequisite: Current PC 832 Training (AJ 54A/B); Successful completion of Level III Modular Format (AJ 50A/B); Current in First Aid/CPR (within last three years), Department of Justice fingerprint clearance.

Corequisite: AJ 51B

This course is designed to meet the new Peace Officer Standards and Training (P.O.S.T.) requirements for the Regular Basic Course (Modular Format), Level II Reserves as of July 2008. This course is Part I (A) of the necessary training requirements for back-up officers. (L)

AJ 51B Reserve Training Module II 5 units

78 lecture hours, 42 lab hours

Prerequisite: Current PC 832 Training (AJ 50A/B); successful completion of Level III Modular Format (AJ 50A/B); Current in First Aid/CPR (within last three years), Department of Justice clearance, and medical clearance.

Corequisite: AJ 51A

This section of Module II consists of all motor skills designed to meet the new Peace Officer Standards and Training (P.O.S.T.) requirements for the Regular Basic Course (Modular Format), Level II Reserves as of July 2008. Part II (B) of the necessary training requirements for back-up officers. (L)

AJ 52A Reserve Training Level I Module 13.5 units

227 lecture hours, 59 lab hours

Prerequisite: AJ 51A/B, Firearm and DMV approval.

Corequisite: AJ 52B/C

The final module in the Regular Basic Course (Modular Format), Level I Reserve Officer for P.O.S.T. Basic Peace Officer Certification as of July 2008. Students must take AJ 52B/C simultaneously. Completion of this final module accomplishes the same certification as the full police academy (AJ 58A/B/C). Students must have successfully completed Level III and Level II modular format academies. (L)

AJ 52B Reserve Training Level I Module 2 units

26 lecture hours, 43 lab hours

Prerequisite: AJ 51A/B, Firearm and DMV clearance.

Corequisite: AJ 52A/C

The final module, Part II (B) in the Regular Basic Course (Modular Format), Level I Reserve Officer for P.O.S.T. Basic Peace Officer Certification as of July 2008. Students must take AJ 52A/C simultaneously. Completion of this course accomplishes the same certification as the full police academy (AJ 58A/B/C). Students must have successfully completed Level III and Level II modular format academies. (L)

AJ 52C Reserve Training Level I Module 1 unit

64 lab hours

Prerequisite: AJ 51A/B

Corequisite: AJ 52A/B

The final module, Part III (C), in the Regular Basic Course (Modular Format), Level I Reserve Officer for P.O.S.T. Basic Police Officer Certification as of July 2008. Students must take AJ 52A/B simultaneously. Completion of this course accomplishes the same certification as the full police academy (AJ 58 A/B/C). Students must have successfully completed Level III and Level II modular format academies. (L)

AJ 54A Peace Officer Orientation 1.5 units

33 lecture hours, 7 lab hours

832 PC: Laws of Arrest, search and seizure; communications, arrest and control techniques. Meets Peace Officer Standards and Training (P.O.S.T.) and Standards of Training for Corrections Program (S.T.C.). This course is no longer a prerequisite for AJ 50 A/B but recommended for students taking the correctional officer core course. (L)

Programs and Courses

<p>AJ 54B Peace Officer Orientation - Firearms .5 unit <i>14 lecture hours, 10 lab hours</i> <i>Prerequisite:</i> DOJ fingerprint clearance. Recommended for students taking the correctional officer core course. 832 P.C. firearms training. Meets Peace Officer Standards and Training (P.O.S.T.) and Standards of Training for Corrections Program (S.T.C.). (L)</p>	<p>AJ 70B Correctional Officer Core Course .5 unit <i>10 lecture hours, 18 lab hours</i> <i>Prerequisite:</i> Medical clearance, health/history statement Par-Q. <i>Corequisite:</i> AJ 70A Theory and application of corrections officer training. Meets California Department of Corrections and Rehabilitation requirements. This section covers the assaultive behavior and restraint techniques. (L)</p>
<p>AJ 58A Basic Peace Officer Training 23 units <i>357 lecture hours, 186 lab hours</i> <i>Prerequisite:</i> Background application; Qualifying score on POST Entrance Exam; Demonstrate competency on essay; DMV driving record printout. <i>Corequisite:</i> Students must take AJ 58B and AJ 58C simultaneously. The Basic Academy consists of forty-two distinct and separate learning domains (880 hours of training) as mandated by Peace Officer Standards and Training (P.O.S.T.). Other areas of special instruction include, Expandable Side-handled Baton training, Computer basics, Firearms Tactical Simulation (F.A.T.S.), Taser training, DUI and Intoxilizer training, Prop 115 (Hearsay) certification, and Police Oral Board preparation. The student will receive a Basic Academy Certificate upon graduation, which is recognized and required by the State of California for employment as a peace officer. (L)</p>	<p>AJ 72A Corrections Officer Supplemental Core Course 2.5 units <i>45 lecture hours</i> Designed for persons who have completed a P.O.S.T. Basic Law Enforcement Academy and are being assigned to perform the job responsibilities of an adult corrections officer in a local correctional facility. Successful completion of this course fulfills the requirements of Title 15 and CA Dept of Corrections and Rehabilitation for certification through Standards and Training for Corrections (S.T.C.). (L)</p>
<p>AJ 58B Basic Peace Officer Training 5.5 units <i>70 lecture hours, 104 lab hours</i> <i>Prerequisite:</i> Medical/Physician clearance; DOJ Firearm fingerprint clearance; DMV driving record printout. <i>Corequisite:</i> Students must take AJ 58A and AJ 58C simultaneously. Motor skills portion of the Basic Academy, Part II, to include, Defensive Tactics, Firearms, First Aid/CPR, EVOC, and Report Writing. (L)</p>	<p>AJ 72B Corrections Officer Supplemental Core Course .5 unit <i>8 lecture hours, 3 lab hours</i> Designed for persons who have completed a P.O.S.T. Basic Law Enforcement Academy and are being assigned to perform the job responsibilities of an adult corrections officer in a local correctional facility. This section covers the defensive tactics, restraint techniques, and fire extinguishment. (L)</p>
<p>AJ 58C Basic Peace Officer Training 5 units <i>84 lecture hours, 35 lab hours</i> <i>Prerequisite:</i> Medical/Physician clearance; DMV driving record printout. <i>Corequisite:</i> Students must take AJ 58A and AJ 58B simultaneously. Practice Scenario portion of the Basic Academy, Part III. Scenarios involve job related exercises that assess student learning covered in all learning domains during the Academy and includes report writing. (L)</p>	<p>AJ 200A Probation Officer Core Course 7.5 units <i>117 lecture hours, 53 lab hours</i> <i>Prerequisite:</i> Medical/physicians clearance; health/history statement, Par Q. <i>Corequisite:</i> AJ 200B Designed to provide the basic concepts and skills for "entry level" Probation Officer, including overall mission, role and function in the California Juvenile and Adult Justice System; major tasks and responsibilities; competency in various knowledge and skill requirements. Meets California Corrections Standards Authority, division of Standards and Training for Corrections (S.T.C.) requirements for "entry level" Probation Officers. (L)</p>
<p>AJ 70A Correctional Officer Core Course 7 units <i>117.5 lecture hours, 32 lab hours</i> <i>Prerequisite:</i> Medical clearance, health/history statement, Par-Q. <i>Corequisite:</i> AJ 70B Theory and application of corrections officer training; meets California Department of Corrections and Rehabilitation requirements. Units of course study include: criminal justice system, codes and statutes, professionalism ethics, classification of inmates, contraband/evidence, booking and receiving, releasing, maintaining security, report writing, supervising inmates, distribution of supplies, monitoring health, management of inmate workers, screening visitors and mail, transport of outside facilities, emergency procedures, testifying in court and physical tasks. (L)</p>	<p>AJ 200B Probation Officer Core Course 1 unit <i>12 lecture hours, 18 lab hours</i> <i>Prerequisite:</i> Medical/physicians clearance; health/history statement, Par Q. <i>Corequisite:</i> AJ 200B Designed to provide the basic concepts and skills for "entry level" Probation Officer. This section covers Officer Safety: Physical Skills Training. Meets California Corrections Standards Authority, division of Standards and Training for Corrections (STC) requirements for "entry level" Probation Officers. (L)</p>

Programs and Courses

<p>AJ 202A Juvenile Correctional Officer Core Course 6 units</p> <p><i>102 lecture hours, 28 lab hours</i> <i>Prerequisite:</i> Medical/physicians clearance; health/history statement, Par Q. <i>Corequisite:</i> Students must be enrolled in AJ 200B simultaneously. Designed to provide the basic concepts and skills for "entry level" Juvenile Corrections Officer, including overall mission, role and function in the California Juvenile Justice System; major tasks and responsibilities; competency in various knowledge and skill requirements. Meets California Corrections Standards Authority, division of Standards and Training for Corrections (S.T.C.) requirements for "entry level" Juvenile Corrections Officers as of July 2007. (L)</p>	<p>AJ 207A CPR/First Aid 1.5 units</p> <p><i>27 lecture hours</i> Initial class with emphasis on medical emergencies, general first aid, and cardiopulmonary resuscitation (CPR). CPR certification is through American Heart Association and is valid for two years; First Aid certification is through American Red Cross and is valid for three years. Taught as 9 hours of CPR and 18 hours of First Aid. Primarily designed for law enforcement personnel and healthcare providers (one and two rescuers), but is open to anyone. (L)</p>
<p>AJ 202B Juvenile Correctional Officer Core Course 1.5 units</p> <p><i>4 lecture hours, 26 lab hours</i> <i>Prerequisite:</i> Physicians medical clearance; health/history statement; Par-Q. <i>Corequisite:</i> AJ 202A Designed to provide the basic concepts and skills for "entry level" Juvenile Corrections Officer. This section covers defensive tactics and restraint techniques. Meets California Corrections Standards Authority, division of Standards and Training for Corrections (S.T.C.) requirements for "entry level" Juvenile Corrections Officers as of July 2007. (L)</p>	<p>AJ 207B CPR/First Aid Refresher .5 unit</p> <p><i>9 lecture hours</i> <i>Prerequisite:</i> Completion of a First Aid and CPR course for the professional rescuer (healthcare providers) and possesses certifications that have not expired for more than six months. Refresher course with emphasis on medical emergencies, general first aid, and cardiopulmonary resuscitation (CPR). CPR re-certification is through American Heart Association and is valid for two years; First Aid certification is through American Red Cross and is valid for three years. Primarily designed for law enforcement personnel and healthcare providers (one and two rescuers), but is open to anyone who has completed the initial course. (L)</p>
<p>AJ 203 Advanced Officer Training v.5 to 2.5 units</p> <p><i>9-45 lecture hours</i> <i>Prerequisite:</i> Successful completion of a P.O.S.T. Basic Academy, P.O.S.T. SIBC Academy or Correctional Academy. Current topics in the Administration of Justice areas, including legal updates, officer safety, community relations, use and control of force, and other related subjects. The material presented will be directed toward law enforcement personnel and designed to satisfy State-mandated training. The information will be addressed in nine-hour modules. Grades are P/NP. (L)</p>	<p>AJ 208 Police Writing Essentials 3 units</p> <p><i>54 lecture hours</i> Designed to meet performance objectives for police report writing as prescribed by the California Commission on Peace Officer Standards and Training (P.O.S.T.) for the basic academy course. Course will enhance writing skills for those in law enforcement, probation, corrections, or security services. Deals with a broad range of police report writing problems, including grammar and composition, field notes, crime notes, characteristics of a good report, and communicating in a clear and understandable manner. (L)</p>
<p>AJ 204 Indicators of Persons Under the Influence of Controlled Substances 1.5 units</p> <p><i>27 lecture hours</i> Designed to meet performance objectives for peace officers to make probable cause arrests for persons under the influence of controlled substances. Includes the history, characteristics, legal aspects and methods of detecting the use of controlled substances. (L)</p>	<p>AJ 211 Gang Awareness .5 unit</p> <p><i>9 lecture hours</i> Designed for law enforcement officers, Administration of Justice students, and civic leaders with an interest in learning what constitutes a gang and how to identify gang members, their habits, and movements. (L)</p>
<p>AJ 206 Hazardous Materials/Basic Awareness .5 unit</p> <p><i>27 lecture hours</i> Emergency procedures for the first responder to a hazardous materials spill. Open to all personnel that might be the first on the scene of a toxic spill. Emphasis on safety, isolation, and notifications. Meets the State of California mandates for "basic awareness" training as prescribed by the California State Training Institute (CSTI). Course will teach skills needed for those in law enforcement, probation, corrections, or security services. (L)</p>	<p>AJ 212 Satanic Cults .5 unit</p> <p><i>9 lecture hours</i> Examines law enforcement aspects of the Satanism cult history, including signs, and symbols. Crime scene investigation and officer safety issues are covered. (L)</p> <p>AJ 214 Chemical Agents .5 unit</p> <p><i>9 lecture hours</i> Designed to meet performance objectives for peace officers to carry and use chemical agents as mandated by the California Commission on Peace Officer Standards and Training (P.O.S.T.). Course will teach skills needed for those in law enforcement, probation, corrections, or security services. (L)</p>

Programs and Courses

<p>AJ 215 Undercover Narcotics Operations .5 unit</p> <p><i>9 lecture hours</i> Designed to provide new and journey level law enforcement officers with the knowledge and skills required to successfully conduct an undercover narcotics operation. (L)</p>	<p>AJ 217B1 Specialized Investigator's Basic Course--Module 1 4 units</p> <p><i>57.5 lecture hours, 57 lab hours</i> <i>Prerequisite:</i> DOJ fingerprint clearance, medical/physician's release clearance, health/history statement, ParQ, CA drivers license-Class C. <i>Corequisite:</i> AJ 217A1 First of two investigator academy modules needed to receive a completion of training certificate. Motor Skills Module specifically designed as an entry-level course for State and county investigators. Meets requirements for State investigators as prescribed by the Commission of Peace Officer Standards and Training. Students must take AJ 217A1 simultaneously. Successful completion of both modules (AJ 217B1 and AJ 217B2) is the equivalent of completing AJ 217B. (L)</p>
<p>AJ 217A Specialized Investigator's Basic Course 20 units</p> <p><i>330.5 lecture hours, 114 lab hours</i> <i>Prerequisite:</i> Medical/physician's release clearance, health/history statement, ParQ, DOJ fingerprint clearance. <i>Corequisite:</i> AJ 217B Specifically designed as an entry-level course for State and County investigators. Meets requirements for State Investigators as prescribed by the Commission of Peace Officer Standards and Training. (L)</p>	<p>AJ 217B2 Specialized Investigator's Basic Course--Module 2 4 units</p> <p><i>57.5 lecture hours, 57 lab hours</i> <i>Prerequisite:</i> AJ 217B1 Second of two investigator academy modules to receive a completion of training certificate. Motor Skills Module specifically designed as an entry-level course for State and County Investigators. Meets requirements for State investigators as prescribed by the Commission of Peace Officer Standards and Training. Students must take AJ 217A2 simultaneously. Successful completion of both modules (AJ 217B1 and AJ 217B2) is the equivalent of completing AJ 217B. (L)</p>
<p>AJ 217A1 Specialized Investigator's Basic Course--Module 1 10 units</p> <p><i>165.5 lecture hours, 57 lab hours</i> <i>Prerequisite:</i> Medical/physician's release clearance, health/history statement, ParQ, DOJ fingerprint clearance, CA drivers license-Class C. <i>Corequisite:</i> AJ 217B1 First of two investigator academy modules needed to receive a completion of training certificate. Specifically designed as an entry-level course for State and County investigators. Meets requirements for State Investigators as prescribed by the Commission of Peace Officer Standards and Training. Students must take AJ 217B1 simultaneously. Successful completion of both modules (AJ 217A1 and AJ 217A2) is the equivalence of completing AJ 217A. (L)</p>	<p>AJ 218 Field Training Officer 2.5 units</p> <p><i>45 lecture hours</i> <i>Prerequisite:</i> Successful completion of a P.O.S.T. Basic Academy, or have Agency approval. Designed to provide an understanding of the goals and objectives of the California Commission on Peace Officer Standards and Training (P.O.S.T.) Field Training Officer course. The material will be directed to law enforcement personnel and is designed to satisfy course expectations and requirements for new Field Training Officers (FTO). The information will be addressed in nine-hour modules. (L)</p>
<p>AJ 217A2 Specialized Investigator's Basic Course--Module 2 10 units</p> <p><i>165.5 lecture hours, 57 lab hours</i> <i>Prerequisite:</i> AJ 217B2 Second of two investigator academy modules to receive a completion of training certificate. Specifically designed as an entry-level course for State and County Investigators. Meets requirements for State Investigators as prescribed by the Commission of Peace Officer Standards and Training. Students must take AJ 217B2 simultaneously. Successful completion of both modules (AJ 217A1 and AJ 217A2) is the equivalent of completing AJ 217A. (L)</p>	<p>AJ 219A Basic Requalification Course 4.5 units</p> <p><i>84 lecture hours, 4 lab hours</i> <i>Prerequisite:</i> CA Basic Police Course certification; DOJ clearance; medical clearance, health history, Par Q. This course is for the recertification of persons who previously completed a P.O.S.T. certified Basic Course and who have a three-year or longer break in service as a peace officer or Level 1 Reserve.</p>
<p>AJ 217B Specialized Investigator's Basic Course 8 units</p> <p><i>115.5 lecture hours, 98 lab hours</i> <i>Prerequisite:</i> DOJ fingerprint clearance, medical/physician's release clearance, health/history statement, ParQ. <i>Corequisite:</i> AJ 217A Motor Skills Module specifically designed as an entry-level course for State and County investigators. Meets requirements for State investigators as prescribed by the Commission of Peace Officer Standards and Training. (L)</p>	

Programs and Courses

AJ 219B Basic Requalification 1.5 units
Course

18 lecture hours, 30 lab hours

Prerequisite: CA Basic Police Course certification; DOJ clearance; medical clearance, health history, Par Q.
Corequisite: AJ 219A

This course is for the recertification of persons who previously completed a P.O.S.T. certified Basic Course and who have a three-year or longer break in service as a peace officer or level 1 reserve. This section is the Arrest Control and Firearms portion of the academy.

AJ 220 Radar Operator Course 1 unit

18 lecture hours, 9 lab hours

Designed to train law enforcement officers in the operation of police radar devices. Emphasis on the history, principles, theory, and laws relating to radar operation. Includes the technical use of radar, set-up, equipment calibration, and courtroom testimony. (L)

AJ 221 Investigation and Trial 4 units
Preparation

80 lecture hours

Prerequisite: Students must have completed a P.O.S.T. Basic Police Academy or be sponsored by a law enforcement agency. Designed to orient peace officers who have been, or are about to be assigned to investigative staff of a District Attorney's office. Pursuant to P.O.S.T. regulations, investigators must complete this course within one year of employment as a DA investigator. Successful students will receive a certificate of completion. Topics include: roles of the investigator, professionalism and ethics, victimology, witness and informant management, special victim investigations, trial preparation and support, evidence search and seizure, civil process, investigative techniques, family support investigations, officer-involved incidents, and other relevant topics. There is a \$200 non-refundable material fee for this course. (L)

AJ 222 Public Safety 7 units
Dispatcher Course

108 lecture hours, 54 lab hours

Designed to provide the basic concepts and skills for "entry level" Public Safety Dispatchers in the fields of law enforcement, fire, and medical transport. Course includes telephone interviewing, radio and CAD dispatching and develops multi-tasking skills. Students will receive a POST Basic Dispatcher Certificate upon graduation, which is recognized and required by the State of California for employment as a law enforcement dispatcher. (L)

AJ 223 Expandable Baton .5 unit

9 lecture hours

Designed to provide students with the skills and knowledge required to properly use impact weapons, specifically the expandable baton, with reasonable force in situations likely to be encountered by peace officers, probation officers, correctional officers, and security officers. (L)

Agriculture and Plant Science

At Yuba College we believe these are very exciting times for agriculture, agricultural business and for rural America. There currently is a resurgence of interest in small-scale, sustainable and alternative farming. Within Yuba and Sutter Counties sustainable and small-scale conventional farming and ranching are of increasing relevance. Agriculturists are becoming more aware of the need for scientific farming to improve productivity and profitability. The close, friendly nature of Yuba College, combined with an integrated agricultural curriculum and remarkable access to hands-on education, creates a fertile learning environment for our students and the agriculture industry we serve.

Career opportunities in agriculture and plant science are many and varied. They include jobs in the food, fiber, and nursery industries; jobs in air, land, water, and natural resources; as well as jobs in pest management, veterinary technology, environmental regulation and protection; biotechnology; accounting, and farm management. Students planning to transfer to a four year learning institution should contact a counselor to ensure correct course placement. As a pioneer in innovative curriculum programs for the California Community College system, Yuba College has developed partnerships with local community agricultural businesses and through joint input has developed a progressive curriculum to help enhance and expand the local agriculture sector.

Today's expanding agriculture arena focuses on production methodology that enhances existing resources. The Yuba College Agriculture Program is about the local farming community. Extensive career growth is currently happening in sustainably-grown products such as cut flowers, vegetables, meat, landscape and nursery stock. The unique curriculum offered at Yuba College has attracted students from throughout northern California, as well as regional attendees to become involved in this career expansion. Our Agricultural Program provides both the small business and technical skills needed to develop and manage a profitable, environmentally sound and community-based small farm or agricultural business.

Yuba College Agriculture Program instructors have a passion for their work and the local farming community. We are agriculture professionals with years of experience in the field and classroom. By maintaining close ties to a vibrant local farming community, we are able to assist students with internships, as well as job placements.

Students use their Yuba College education to develop farms, nurseries, green houses and ranches, while others seek employment at established agricultural operations. Employment opportunities are found elsewhere through schools, parks and environmental centers. Jobs are available with non-profit organizations focusing on farmer advocacy. The agriculture degree is also useful for persons desiring to serve in the Peace Corps or other humanitarian volunteer agencies.

Yuba College Agriculture Program graduates are awarded an Associate in Applied Science degree. The curriculum, designed as a two-year diverse program, includes classes in soil, plant and animal science, practical gardening skills, biological pest management, sustainable livestock management, greenhouse design and agricultural marketing. Additional studies focus on communication, interpersonal psychology, computer science, Spanish communications and developing a business plan for the small family farm.

AGRICULTURE (Associate in Science)

Required Courses	Units
AG 14 Entrepreneurship.....	3
AG 45 or 45L Principles of Animal Science	3-4
PLSCI 20 or 20L Principles of Plant Science	3-4
PLSCI 22 or 22L Introduction to Soils	3-4
Complete 9 units of Agriculture electives.....	9
Total units required for degree major.....	21



Agricultural Business

The Yuba College Agricultural Business course of study is a fully on-line Certificate of Achievement that provides the course work, direction and work experience necessary to prepare students or augment existing skills to develop knowledge and self confidence working in the field of agricultural business. Students learn effective communication techniques, agricultural accounting methodology, computer skills, agricultural marketing and entrepreneurship. You may also take advanced courses in business subjects for more specialized study. If you are considering transferring to a four year institution, this certificate prepares you for further training in agricultural economics and business administration, as well as other related fields.

While at Yuba College you will study agricultural businesses that provide farm inputs such as capital, fuel, machinery, fertilizer, and management services. Some examples of the diverse employment opportunities include Farm Credit Services, pesticide applicator companies, commercial banks, farm management companies, farm supply cooperatives, machinery dealers, feed mills, and fertilizer and seed companies. In addition to these career options you will study businesses that distribute, process, and retail agricultural commodities including grain elevators, slaughterhouses, farm real estate firms, bakeries, egg processors, canners, trucking companies, breweries, fresh produce centers, food distribution centers, food wholesalers, food retail companies, and restaurants.

Agricultural related internships provide students with opportunities to observe and develop management skills and to gain professional experience. Internships are particularly important for students with limited rural/agricultural background. Depending upon the internship selected, students will gain experience in marketing, production, management, and/or finance in an agricultural business or resource agency.

With a Certificate of Achievement in Agricultural Business from Yuba College, you can enhance your efforts to find a career with agricultural business firms in production, management, or sales. Opportunities include farm real estate appraisal, agricultural finance, commodity brokerage, commodity merchandising, mortgage brokering, food brokering, landscape contracting, feedlot management, and farm input sales.

AGRICULTURAL BUSINESS (Certificate of Achievement)

Required Courses	Units
AG 11 Agricultural Accounting	3
AG 12 Computers in Agriculture or BCA 15 Business Computer Applications.	3
AG 13 Marketing.....	3
AG 14 Entrepreneurship.....	3
Agriculture or Plant Science electives	6
Total units required	18

Programs and Courses

AG 11 Agricultural Accounting 3 units

54 lecture hours

Transferable to CSU

The basic principles of accounting as applied to agricultural business and farm operations. The class will develop the skills needed to create a general ledger and then develop and analyze a balance sheet and profit and loss statement. Standard accounting procedures are covered with emphasis on both hand and computer applications. (L,M)

AG 12 Computers in Agriculture 3 units

36 lecture hours, 54 lab hours

Transferable to CSU

Computer use in the workplace with emphasis on agricultural and business applications. Computer applications including word-processing, spreadsheets, databases, and presentation managers will be covered. Also included will be accessing information using the Internet and World Wide Web, telecommunications and introduction to web page design and other software appropriate to agribusiness. (L,C)

AG 13 Marketing 3 units

54 lecture hours

Transferable to CSU

Principles and applications of marketing applied to entrepreneurial ventures including concepts, methods, tactics, and strategies. Traditional methods of marketing as well as marketing on the Internet will be included. Students will develop a marketing plan for a business of their choice. (L)

AG 14 Entrepreneurship 3 units

54 lecture hours

Transferable to CSU

Principles of establishing and managing a small business, including the preparation of a business plan; emphasis on goal-setting, types of business organizations, obtaining licenses and permits, financing options, accounting aspects, legal requirements, managing the enterprise, and other aspects in business entrepreneurship. Not open to students who have taken MGMT 14. (L,M)

AG 32 Internship v1-4 units

60-300 lab hours

Transferable to CSU

On-the-job training that coordinates individual career goals with placement at a job site. A maximum of 8 semester units may be earned with a 4-unit maximum per semester. Students enrolling in this class are not eligible for work experience or other internship classes during the same semester.

AG 44 Horse Production 3 units

54 lecture hours

Transferable to CSU

An overview of the principles of horse production, including: anatomy, physiology, reproduction, nutrition, health, breeds and breeding, as well as basic horse vaccination and disease prevention. (L,M)

AG 45 Principles of Animal Science 3 units

54 lecture hours

Transferable to CSU/UC

An overview of the principles of animal science and the interrelationships of domestic animals and mankind. This course will investigate animal anatomy, physiology, reproduction, nutrition, health, products and by-products, as well as behavior and genetics from a scientific perspective. (L,M)

AG 45L Principles of Animal Science 4 units

54 lecture hours, 54 lab hours

Transferable to CSU/UC

An overview of the principles of animal science and the interrelationships of domestic animals and mankind. This course will investigate animal anatomy, physiology, reproduction, nutrition, health, products and by-products as well as behavior and genetics from a scientific perspective. Current topics on influences of humans on genetic potential and productivity will be addressed. Experimental design and reporting, animal dissections, basic animal handling and husbandry practices, recognition of animal health, and use of biotechnology in animal science will also be addressed. Not open to students with credit in AG 45. (L)

AG 46 Animal Feeds and Nutrition 3 units

54 lecture hours

Transferable to CSU

Introduction of the feeds and nutrition of farm animals. This course will study digestive anatomy and physiology, composition and selection of feeds, characteristics of nutrients, principles of nutrition, nutrient requirements of ruminant and non-ruminant animals, and formulations of diets to meet these requirements. (L,M)

Plant Science

PLSCI 20 Principles of Plant Science 3 units

54 lecture hours

Transferable to CSU/UC - UC Unit Limit

Principles of plant growth including structure, growth processes, propagation, physiology, growth media, and biological competitors. Not open to students with credit in PLSCI 20L. (L,M)

PLSCI 20L Principles of Plant Science 4 units

54 lecture hours

Transferable to CSU/UC - UC Unit Limit

Principles of plant growth including structure, growth processes, propagation, physiology, growth media, and biological competitors. Laboratory topics include microscope use, plant structures internal and external, photosynthesis, respiration and other aspects of plant growth and development. Not open to students with credit in PLSCI 20. (L,M)

PLSCI 21 Fertilizers and Plant Nutrition 3 units

54 lecture hours

Transferable to CSU

This course covers the composition, value, selection, and use of fertilizer materials and soil amendments. Soil, plant, and fertilizer relationships will be covered. Application practices currently being used in California will be discussed. Organic fertilizers will also be discussed. (L,M)

PLSCI 22 Introduction to Soils 3 units

54 lecture hours

Transferable to CSU/UC - UC Unit Limit

Physical, chemical, and biological properties of soils as related to plant growth and soil formation. Including the study of soil development, classification and characteristics; soil use and management including erosion, moisture retention, structure, cultivation, organic matter and microbiology. Not open to students with credit in PLSCI 22L. (L,M)

PLSCI 22L Introduction to Soils 4 units

54 lecture hours. 54 lab hours

Transferable to CSU/UC - UC Unit Limit

Physical, chemical, and biological properties of soils as related to plant growth and soil formation. Including the study of soil development, classification and characteristics; soil use and management including erosion, moisture retention, structure, cultivation, organic matter and microbiology. Not open to students with credit in PLSCI 22. (L,M)

PLSCI 30 Principles of Pest Management 3 units

54 lecture hours

Transferable to CSU

Principles of pesticide management including: pesticide laws and regulations; identification and symptoms of plant pests; modes of pesticide action; principles of integrated pest management; non-pesticide pest control; effective and safe use of herbicides, insecticides, fungicides, and other crop protection chemicals; and pesticide record-keeping. This course will assist students in preparation for the State applicator certification test. (L,M)

PLSCI 31 Introduction to Sustainable Agriculture 3 units

54 lecture hours

Transferable to CSU

Introduction to the history, definitions, concepts, principles, and practices of sustainable agricultural systems. Sustainability topics to be discussed include: organic farming, integrated pest management, holistic resource management, non-organic sustainable agriculture, low-input sustainable agriculture, etc. Local examples of enterprises using sustainable agricultural systems will be discussed. (L)

PLSCI 52 Pesticide Applicator Certification 1 unit

18 lecture hours

Theory and practice of pesticide application. Preparation for the California Pest Control Applicator's Licensing Examination. 18 hours of continuing education credit has been applied for.

PLSCI 60 Sensory Wine Evaluation 1 unit

18 lecture hours

A sensory course designed for individuals to learn organoleptic tasting techniques, characteristics and styles of wine varieties, regional varietal differences, wine growing regions and tasting techniques. This class has a \$40 materials fee above the regular enrollment fee. Must be at least 21 years of age.

Anthropology

ANTHR 1 Introduction to Physical Anthropology 3 units

54 lecture hours

Transferable to CSU/UC

Study of human biology, genetics, theory of evolution, primatology, changes in humans through time, human fossil record, human variations today, significance of culture. (L)

ANTHR 2 Cultural Anthropology 3 units

54 lecture hours

Transferable to CSU/UC

Diversity of cultures from aspects of universals of language, economics, kinship, art, religion, technology, etc.; functional aspects of culture and cultural change; varieties of customs and institutions of different peoples; significance of human culture. (L)

ANTHR 3 Introduction to Archaeology 3 units

54 lecture hours

Transferable to CSU/UC

Introduction to the methods and theories of modern archaeology, including site exploration and interpretation; patterns of evidence for human behavior from the first humans to the beginnings of written history. (L)

Architectural Studies

**ARCHITECTURAL STUDIES
(Associate in Science)**

Required Courses	Units
DRAFT 30 Technical Drawing with AutoCAD	3
DRAFT 32 Architectural Delineation	3
DRAFT 34 Architectural Drawing.....	3
DRAFT 35 Architectural Design and Presentation	3
DRAFT 38 Computer-Aided Drafting.....	3
DRAFT 39 Building Information Modeling (BIM)	3
Total units required for degree major	18

Programs and Courses

ARCHITECTURAL STUDIES (Certificate of Achievement)

Required Courses	Units
DRAFT 30 Technical Drawing with AutoCAD	3
DRAFT 32 Architectural Delineation	3
DRAFT 34 Architectural Drawing.....	3
DRAFT 35 Architectural Design and Presentation	3
DRAFT 38 Computer Aided Drafting	3
DRAFT 39 Building Information Modeling (BIM)	3
MATH 21 Plane Trigonometry	3
Plus 6 units from the following:	
DRAFT 31 Descriptive Geometry	3
DRAFT 36 Design Problems in Architecture	3
ENGR 3 Plane Surveying	4
SPECH 1 Public Speaking	3
Total units required.....	27

ARCHITECTURAL STUDIES (Certificate of Achievement)

Required Courses	Units
DRAFT 30 Technical Drawing with AutoCAD	3
DRAFT 32 Architectural Delineation	3
DRAFT 34 Architectural Drawing.....	3
DRAFT 38 Computer Aided Drafting	3
DRAFT 39 Building Information Modeling (BIM)	3
Total units required.....	15

Design Drafting

DRAFT 20 Blueprint and Specifications Reading 3 units

54 lecture hours

Transferable to CSU

This is a beginning blueprint reading class for the student in the metal and mechanics trade. Basic visualization and drawing concepts including orthographic projection, detailing, sketching and communication skills that are needed for employment are developed in the class. Basic pipefitting design will be explored.

DRAFT 30 Technical Drawing with AutoCAD 3 units

36 lecture hours, 54 lab hours

Transferable to CSU

Fundamental technical drafting and documentation for part fabrication drawings. Drafting conventions and standards applied to orthographic, section, auxiliary views, isometric and oblique projection will be covered in addition to basic AutoCAD object creation, editing, and freehand sketching. ASME Y14.xM standards are emphasized. AutoCAD will be used to complete the applied laboratory exercises. (L,M)

DRAFT 31 Descriptive Geometry 3 units

27 lecture hours, 81 lab hours

Transferable to CSU

Prerequisite: DRAFT 30

Principles of descriptive geometry used for graphic representation and solution of space problems. Application of drafting line theorems and advanced multi-view orthographic projection to solve architectural and engineering line, plane, points and solid space problems using graphical methods. AutoCAD will be used to complete the applied laboratory exercises. (L,M)

DRAFT 32 Architectural Delineation 3 units

27 lecture hours, 81 lab hours

Transferable to CSU/UC

The study and process of creating three-dimensional renderings of architectural objects and buildings. Two dimensional processes will be used for all drawings including perspectives, axonometric, plan oblique and oblique drawing systems. The application and process of shades, shadows, and entourage (trees, shrubs, and textures) on architectural presentation drawings for perspective, elevation and sections. Both CAD and freehand sketching will be utilized. (L,M)

DRAFT 33 Surveying a Parcel Boundary 1 unit

15 lecture hours, 9 lab hours

Transferable to CSU

The theory and application of the principles of parcel boundary surveying. Follow the entire process of executing a Record of Survey of a parcel in the Sacramento Valley: research, introduction to the principles of boundary surveying, deed analysis, actual field survey, calculations, boundary resolution, preparation of a Record of Survey map, submission of the map to the County Surveyor; and recordation of the map. Not open to students with credit in ENGR 33. (L,M)

DRAFT 34 Architectural Drawing 3 units

27 lecture hours, 81 lab hours

Transferable to CSU/UC - UC Limit

Prerequisite: DRAFT 30

The development of architectural working drawings including floor, foundation, roof, roof framing, ceiling, electrical and site plans, building sections exterior and interior elevations construction details, general notes and specifications. The course includes drawing conventions and relationship between different types of architectural drawings. One and two story residential building codes will be covered. Freehand sketching will be used for preliminary solutions. AutoCAD applied to architectural working drawings. (L,M)

DRAFT 35 Architectural Design and Presentation 3 units

36 lecture hours, 54 lab hours

Transferable to CSU/UC

Prerequisite: DRAFT 32, with a grade of "C" or better.

Introduction to basic architectural design theory to develop knowledge and abilities in theories, processes, and methods related to design, organization, space, and form. This course covers the development of critical thinking skills of a design program for a building specific to client needs. Color applied to architectural drawings. Analysis and preparation of architectural presentation drawings. (L,M)

DRAFT 36 Design Problems in Architecture 3 units

27 lecture hours, 81 lab hours

Transferable to CSU

Prerequisite: DRAFT 39

Topics in architecture select to corresponding to student and instructor interest to provide opportunity to explore areas of architecture not offered in the regular department curriculum. Emphasis will be on light commercial projects. Both presentation and working drawings will be produced. (L,M)

DRAFT 38 Computer Aided Drafting 3 units

27 lecture hours, 81 lab hours

Transferable to CSU/UC - UC Unit Limit

Prerequisite: DRAFT 30 or DRAFT 32

The course provides exposure to and experience using intermediate and advanced object creation and editing tools in AutoCAD. Blocks, dynamic blocks, attribute creation, data extraction, sheet sets and external referencing (Xref) will also be covered. The course will cover three-dimensional solid modeling for both mechanical and architectural objects, rendering to produce photo realistic images and the creation of views from solid models. (L,M)

DRAFT 39 Building Information Modeling (BIM) 3 units

27 lecture hours, 81 lab hours

Transferable to CSU/UC - UC Unit Limit

Prerequisite: DRAFT 34 or DRAFT 38

The course provides an introduction to the development of parametric three-dimensional building models and working drawings. The fundamentals of creating mass models and space planning for conceptual design and massing models for three-dimensional topography will be covered. The students will learn how to build a three-dimensional building model consisting of parametric walls, doors, windows, floor and roof slabs, stairs, railings and structural members, generate building elevations and sections from the model, annotating and documenting the drawings and rendering to produce photo realistic images. (L,M)

Art

Certain classes can only be attempted four times. These courses are listed in class families starting on page 85.

ART (Associate in Arts)

Required Courses	Units
ART 1A History of Art or ART 1B OR ART 1C	3
ART 4A-4B Drawing and Composition	4-6
ART 6A-6B Basic Design	6
ART 12A Ceramics OR ART 14A Sculpture	2
Plus 1-3 units from the following:	
ART 2, 3A, 3B, 5, 7A, 7B, 7C, 8A, 9A, 12B, 14B, 15A, 15B, 18, 19A, 19B, 31	1-3
Total units required for degree major	18

COMMERCIAL ART (Associate in Science)

Required Courses	Units
ART 2 Color Theory	3
ART 4A-4B Drawing and Composition	4-6
ART 6A-6B Basic Design	6
ART 19A Introduction to Commercial Art	4
ART 19B Commercial Art: Illustration	4
Plus 3-5 units selected from the following:	
Art 1A, 1B, 1C, 8A, 8B, 9A, 9B, 12A, 12B, 14A, 14B, 15A, 15B, 31	24
Total units required for degree major	24

PHOTOGRAPHIC IMAGING (Associate in Science)

Required Courses	Units
ART 31 Basic Photography	3
ART 33 Advanced Photography	3
ART 35 Creative Photography Documentary	3
ART 36A Digital Photography	3
ART 36B Introduction to Photoshop (3 units each)	6
Plus 10 units from the following:	
ART 32A & ART 32B Intermediate B&W Photography	6
ART 32C Advanced Projects - Black & White	3-6
ART 34C Advanced Projects - Color	2-4
ART 36C Advanced Projects - Digital	3-6
Total units required for degree major	28
Additional Recommended Courses:	
ART 27LR Materials and Processes	1-4
ART 38 Field Workshop-Black and White	1-6
ART 39 Field Workshop-Color/Digital	1-6
ART 5 Art Appreciation	3
ART 6A Basic Design	3

PHOTOGRAPHIC IMAGING (Certificate of Achievement)

Required Courses	Units
ART 31 Basic Photography	3
ART 32A-32B Intern. Black/White Photography	6
ART 33 Advanced Photography	3
ART 35 Creative Photography Documentary	3
ART 36A Digital Photography	3
ART 36B Introduction to Photoshop (3 units each)	6
Plus 4 units from the following:	
ART 32C Advanced Projects - Black and White	3-6
ART 34C Advanced Projects - Color	2-4
ART 36C Advanced Projects - Digital	3-6
Total units required	28
Additional Recommended Courses:	
ART 27LR Materials and Processes	1-4
ART 38 Field Workshop-Black and White	1-6
ART 39 Field Workshop-Color/Digital	1-6
ART 6A Basic Design	3

Programs and Courses

<p>ART 1A History of Art 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Survey of art history, painting, sculpture, and architecture; art from the Paleolithic period through the Early Christian World, including preliterate art and Precolumbian art. (L)</p> <p>ART 1B History of Art 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Survey of European art history, painting, sculpture, and architecture from the Middle Ages to the Baroque period. (L)</p> <p>ART 1C History of Art 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Survey of art history: painting, sculpture, photography, and architecture, including a survey of American art; the 19th through the 20th Century. Not open to students with credit in ART 10. (L)</p> <p>ART 1L Ceramics Laboratory v.5-1 unit <i>54 lab hours</i> <i>Corequisite:</i> Enrollment in one of the following courses: ART 12A, 12B, 42, 14A, 14B, 46 <i>Transferable to CSU/UC</i> For ceramics and sculpture students, to increase skills through the use of the ceramics facility and sculpture lab, at a time other than regular class hours. Requires corequisite based on the content of the course.</p> <p>ART 2 Color Theory 3 units <i>36 lecture hours, 54 lab hours</i> <i>Transferable to CSU/UC</i> Study and application of color theory to solve studio problems in fine and applied arts. Historical overview of the uses of color and an analysis of the interaction of color in a laboratory situation.</p> <p>ART 3A Women in Art I 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Role of women as artists in the Western World, beginning in the Middle Ages and concluding in the Twentieth Century art world. Not open to students with credit in HUMAN 26A or WOMEN 26A. (L)</p> <p>ART 3B Women in Art II 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> The role of women as visual artists in Europe and the Americas, focusing on the Twentieth Century. Not open to students with credit in HUMAN 26B or WOMEN 26B. (L)</p> <p>ART 4A Drawing and Composition v1-3 units <i>9 lecture hours, 27 lab hours (1 unit)</i> <i>18 lecture hours, 54 lab hours (2 units)</i> <i>27 lecture hours, 81 lab hours (3 units)</i> <i>Transferable to CSU/UC</i> Drawing and composition using various materials, Basic instruction in perspective, landscape, still life, and other subjects.</p>	<p>ART 4B Drawing and Composition v1-3 units <i>9 lecture hours, 27 lab hours (1 unit)</i> <i>18 lecture hours, 54 lab hours (2 units)</i> <i>27 lecture hours, 81 lab hours (3 units)</i> <i>Prerequisite:</i> ART 4A <i>Transferable to CSU/UC</i> Drawing and composition using various materials; basic instruction in figure drawing and architectural studies.</p> <p>ART 5 Art Appreciation 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Introduction to art appreciation with an emphasis on basic 2D, 3D, and film mediums and their relationships to humanities. Historical and contemporary work with a multicultural focus will be emphasized. Not open to students with credit in HUMAN 5. (L)</p> <p>ART 6A Basic Design 3 units <i>27 lecture hours, 81 lab hours</i> <i>Transferable to CSU/UC</i> Elements and principles of design as they relate to all forms of art, including two-dimensional problems. (L)</p> <p>ART 6B Basic Design 3 units <i>27 lecture hours, 81 lab hours</i> <i>Prerequisite:</i> ART 6A <i>Transferable to CSU/UC</i> Elements and principles of design as they relate to all forms of art, including two-dimensional problems. (L)</p> <p>ART 7A Creative Materials 3 units <i>45 lecture hours, 27 lab hours</i> <i>Transferable to CSU</i> Creative activities for young children (2-8 years old) including the planning and implementation of painting, drawing, printmaking, weaving, stitchery, batik, collage, sculpture, puppet-making, and modeling materials. (L)</p> <p>ART 7B Worldwide Arts for Children 3 units <i>45 lecture hours, 27 lab hours</i> <i>Transferable to CSU</i> Multicultural/ethnic art activities for young children, including planning and integrating projects across the curriculum. Construction of age-appropriate art objects representative of cultures and regions in West Africa, the Middle East, Europe, Asia, Mexico, Central America, South America, Caribbean Islands, the United States, and Canada. Not open to students with credit in ECE 7B or ART 23. (L)</p> <p>ART 7C Theories and Processes of Children's Art 3 units <i>45 lecture hours, 27 lab hours</i> <i>Transferable to CSU</i> Philosophies of how art should be taught to children; theories which explain how children develop artistically; processing skills involved in art making. Not open to students with credit in ECE 7C. (L)</p> <p>ART 8A Watercolor Painting v1-3 units <i>9 lecture hours, 27 lab hours (1 unit)</i> <i>18 lecture hours, 54 lab hours (2 units)</i> <i>27 lecture hours, 81 lab hours (3 units)</i> <i>Transferable to CSU/UC</i> Basic principles and elements of watercolor painting in various techniques; wet on wet, washes, and drybrush; concepts of form, color, content, and space are explored. (L)</p>
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Programs and Courses

<p>ART 8B Watercolor Painting v1-3 units 9 lecture hours, 27 lab hours (1 unit) 18 lecture hours, 54 lab hours (2 units) 27 lecture hours, 81 lab hours (3 units) <i>Prerequisite:</i> ART 8A <i>Transferable to CSU/UC</i> Basic principles and elements of watercolor painting in various techniques; wet-on-wet, washes, and drybrush. Advanced techniques applied; portfolio of personal work developed. (L)</p>	<p>ART 15B Printmaking 2 units 27 lecture hours, 81 lab hours <i>Prerequisite:</i> ART 15A <i>Transferable to CSU/UC</i> Practice of printmaking relief, stencil, and intaglio processes. To explore the visual and expressive potential of the fine print, working at an intermediate skill level.</p>
<p>ART 9A Beginning Painting 3 units 27 lecture hours, 81 lab hours <i>Transferable to CSU/UC</i> Introduction to the principles, elements, and practices of painting. Focus on painting materials, perceptual skills and color theory, paint mixing and technique, as well as creative response to materials and subject matter.</p>	<p>ART 19A Introduction to Commercial Art 4 units 36 lecture hours, 108 lab hours <i>Transferable to CSU</i> Basic concepts of commercial art and its uses, stressing layout, design, lettering, and simple illustration. Special attention to studio problems from idea to production. (L)</p>
<p>ART 9B Intermediate Painting 3 units 27 lecture hours, 81 lab hours <i>Prerequisite:</i> ART 9A <i>Transferable to CSU/UC</i> Continued exploration of painting media and techniques. Emphasis on painting from life. (L)</p>	<p>ART 19B Commercial Art: Illustration 4 units 36 lecture hours, 108 lab hours <i>Transferable to CSU</i> Studio practice in the basic concepts and techniques of commercial illustration, using typical projects that occur in employment situations. Stress on various media, portfolio, and camera-ready work. (L)</p>
<p>ART 11 Mural Painting 3 units 27 lecture hours, 81 lab hours <i>Transferable to CSU/UC</i> Studio course focused on the actual creation of a large mural. Students will design the composition, prepare the wall, and produce the mural. (M)</p>	<p>ART 21 Asian Art History 3 units 54 lecture hours <i>Transferable to CSU</i> This course is a survey of the arts of China, India, Japan, Indonesia, Korea, and South East Asia from prehistoric times to the present. This course examines the wide variety of art forms from these areas and time periods within their historical contexts, with emphasis on function, meaning, aesthetic concepts, mechanical aspects of art making, and the classification and criticism of these arts. (L)</p>
<p>ART 12A Ceramics 3 units 27 lecture hours, 81 lab hours <i>Transferable to CSU/UC</i> Basic studio techniques and processes in hand building and use of the pottery wheel for creative and artistic expression using clay. (L)</p>	<p>ART 25 Multimedia Design/Writing 4 units 36 lecture hours, 72 lab hours <i>Transferable to CSU</i> Principles and practice of designing and writing multimedia projects including newsletters, booklets, academic documents, presentations, reports, flyers, press releases, posters and web pages. Emphasis on applying art theory and effective writing techniques to individual and group projects.</p>
<p>ART 12B Intermediate Ceramics 3 units 27 lecture hours, 81 lab hours <i>Transferable to CSU/UC</i> <i>Prerequisite:</i> ART 12A Intermediate techniques and processes; creative and artistic expression through the use of clay and glazes. (L)</p>	<p>ART 27 Materials and Processes 1 unit 54 lab hours <i>Corequisite:</i> Concurrent enrollment or completion of ART 31. <i>Transferable to CSU</i> An additional laboratory experience for those interested in further refining and developing concepts attained in regular course offerings in the photography emphasis in Fine Art.</p>
<p>ART 14A Sculpture 3 units 27 lecture hours, 81 lab hours <i>Transferable to CSU/UC</i> Introductory course in sculpture; using and exploring the media of clay, plaster, wood and armature building. (L)</p>	<p>ART 29 Individual Problems in Design 3 units 27 lecture hours, 81 lab hours <i>Prerequisite:</i> ART 6B <i>Transferable to CSU</i> Advanced principles and elements of art and their function in design as related to all phases of art. (L)</p>
<p>ART 14B Intermediate Sculpture 3 units 27 lecture hours, 81 lab hours <i>Prerequisite:</i> ART 14A <i>Transferable to CSU/UC</i> Further study of three-dimensional form and use of materials such as clay, plaster, wood, metal and armature building.</p>	<p>ART 31 Basic Photography 3 units 36 lecture hours, 54 lab hours <i>Transferable to CSU/UC</i> An exploration into basic camera operation and black and white processing and printing. History and development of photography. Emphasis is on personal expression. Adjustable camera preferred. (L)</p>
<p>ART 15A Printmaking 2 units 27 lecture hours, 81 lab hours <i>Transferable to CSU/UC</i> Practice of printmaking, relief, stencil, intaglio processes. To explore the visual and expressive potential of the fine print.</p>	

Programs and Courses

<p>ART 32A Intermediate Black and White Photography 3 units 36 lecture hours, 54 lab hours <i>Prerequisite:</i> ART 31 or MCOMM 11 <i>Transferable to CSU</i> Advanced darkroom processes, zone system, archival processing, print and negative chemical manipulation. Introduction to the large format camera. Discussion and critical analysis of assigned exercises. Field sessions included. (L,M)</p>	<p>ART 36B Introduction to Photoshop 3 units 36 lecture hours, 54 lab hours <i>Prerequisite:</i> ART 38A or 36A <i>Transferable to CSU</i> Introduction to the vast image editing possibilities of Adobe Photoshop. Global and local color/tonal/contrast controls via selections, masks and adjustment layers to produce reproduction quality output. Creative retouching and montaging. Transmissive/reflective scanning.</p>
<p>ART 32B Intermediate Black and White Photography 3 units 36 lecture hours, 54 lab hours <i>Prerequisite:</i> ART 32A <i>Transferable to CSU</i> Qualitatively oriented advanced black and white course allowing further development of concepts attained in 32A. Emphasis on advanced zone system, large format camera, and individual creative problem solving. Not open to students with credit in PHOTO 2B.</p>	<p>ART 36C Advanced Projects - Digital 3 units 36 lecture hours, 54 lab hours <i>Prerequisite:</i> ART 36B <i>Transferable to CSU</i> Individual exploration of advanced digital imaging concepts within a structured environment. Projects may include advanced montaging, text layers, web authoring, integration with other 2D/3D mediums. Self-generated projects are emphasized.</p>
<p>ART 32C Advanced Projects-Black and White 3 units 36 lecture hours, 54 lab hours <i>Prerequisite:</i> ART 36B <i>Transferable to CSU</i> Individual exploration of advanced black and white photography concepts such as refining the zone system, infrared photography, large format camera, etc. within a structured but non-confining framework.</p>	<p>ART 38 Field Workshop-Black and White v1-3 units 9 lecture hours, 27 lab hours (1 unit) 18 lecture hours, 54 lab hours (2 units) 18 lecture hours, 108 lab hours (3 units) <i>Prerequisite:</i> Completion or concurrent enrollment in ART 31 or MCOMM 11, or ART 36A. <i>Transferable to CSU</i> Intensive location field workshops covering specific topics in black and white photography especially suited for the particular season and geographic location. Student responsible for cost of meals, lodging, transportation, and materials.</p>
<p>ART 33 Advanced Photography 3 units 36 lecture hours, 54 lab hours <i>Prerequisite:</i> ART 32A or 34B <i>Transferable to CSU</i> Traditional and digital based photography; further exploration within the area of interest. Assignments in creative problem-solving with studio lighting and the large format camera. A culminating experience within the department. Preparation of final portfolios. (L)</p>	<p>ART 39 Field Workshops-Color/Digital v1-3 units 9 lecture hours, 27 lab hours (1 unit) 18 lecture hours, 54 lab hours (2 units) 18 lecture hours, 108 lab hours (3 units) <i>Prerequisite:</i> Completion or concurrent enrollment in ART 31 or MCOMM 11, or ART 36A. <i>Transferable to CSU</i> Intensive location field workshops covering specific topics in color/digital photography especially suited for the particular season and geographic location. Student responsible for cost of meals, lodging, transportation, and materials.</p>
<p>ART 34C Advanced Projects-Color Photography 2 units 18 lecture hours, 54 lab hours <i>Prerequisite:</i> ART 34B <i>Transferable to CSU</i> Individual exploration of advanced color photography concepts such as multiple imagery, image transfer manipulation, etc., within a structured but non-confining framework.</p>	<p>ART 40 Individual Problems in Watercolor v1-3 units 9 lecture hours, 27 lab hours (1 unit) 18 lecture hours, 54 lab hours (2 units) 27 lecture hours, 81 lab hours (3 units) <i>Prerequisite:</i> ART 8A and 8B <i>Transferable to CSU/UC</i> Advanced work in principles and elements of watercolor painting in various techniques. Exploration and development of personal style. (L)</p>
<p>ART 35 Creative Photo Documentary 3 units 36 lecture hours, 54 lab hours <i>Prerequisite:</i> ART 31 or MCOMM 11 <i>Transferable to CSU</i> Develop an understanding and appreciation of the photograph as it is used in social and personal commentary. Individual exploration and creativity is encouraged. (L)</p>	<p>ART 41 Individual Problems in Painting v1-3 units 9 lecture hours, 27 lab hours (1 unit) 18 lecture hours, 54 lab hours (2 units) 36 lecture hours, 54 lab hours (3 units) <i>Prerequisite:</i> ART 9A and 9B <i>Transferable to CSU/UC</i> Advanced painting in which student works on individual painting problems in consultation with instructor.</p>
<p>ART 36A Digital Photography 3 units 36 lecture hours, 54 lab hours <i>Prerequisite:</i> ART 38A or ART 36A <i>Transferable to CSU</i> Introduction to digital photography. Exposure control, file formats, archiving. Basic image editing/manipulation. Knowledge of basic computer operation is highly recommended.</p>	

ART 42 Individual Problems in Ceramics v1-3 units

9 lecture hours, 27 lab hours (1 unit)
 18 lecture hours, 54 lab hours (2 units)
 27 lecture hours, 81 lab hours (3 units)
 Prerequisite: ART 12A, 12B
 Transferable to CSU/UC
 Advanced techniques and processes for creative expression in ceramics. (L)

ART 42A Individual Problems in Ceramics 3 units

27 lecture hours, 81 lab hours
 Prerequisite: ART 12A, 12B
 Transferable to CSU/UC
 Advanced techniques and processes for creative expression in ceramics.

ART 43 Individual Problems in Printmaking 2 units

18 lecture hours, 54 lab hours
 Prerequisite: ART 15A, 15B
 Transferable to CSU/UC
 Advanced exploration and in-depth approach to printmaking. (L)

ART 44 Individual Problems in Drawing v2-3 units

18 lecture hours, 54 lab hours (2 units)
 27 lecture hours, 81 lab hours (3 units)
 Prerequisite: ART 4B
 Transferable to CSU/UC
 Development of a personal drawing style at an advanced level, working in series with the goal of producing a coherent group of works. (L)

ART 46 Individual Problems in Sculpture v1-3 units

9 lecture hours, 27 lab hours (1 unit)
 18 lecture hours, 54 lab hours (2 units)
 27 lecture hours, 81 lab hours (3 units)
 Prerequisite: ART 14A, 14B
 Transferable to CSU/UC
 Advanced techniques and processes; creative and personal expression in three-dimensional forms.

ART 46A Individual Problems in Sculpture v1-3 units

9 lecture hours, 27 lab hours (1 unit)
 18 lecture hours, 54 lab hours (2 units)
 27 lecture hours, 81 lab hours (3 units)
 Prerequisite: ART 14A
 Transferable to CSU/UC
 Advanced techniques and processes; creative and personal expression in three-dimensional forms.

**ART DESIGN:
 Family of Classes**

(No more than four classes can be attempted within each family of classes listed below. See page 68 for details.)
 ART 2—Color Theory
 ART 6A—Basic Design
 ART 6B—Basic Design
 ART 29—Individual Problems in Design

**CERAMICS:
 Family of Classes**

(No more than four classes can be attempted within each family of classes listed below. See page 68 for details.)
 ART 1L—Ceramics Laboratory
 ART 12A—Ceramics
 ART 12B—Ceramics
 ART 42—Individual Problems in Ceramics

**COMMERCIAL ART:
 Family of Classes**

(No more than four classes can be attempted within each family of classes listed below. See page 68 for details.)
 ART 19A—Introduction to Commercial Art
 ART 19B—Commercial Art: Illustration

**DRAWING:
 Family of Classes**

(No more than four classes can be attempted within each family of classes listed below. See page 68 for details.)
 ART 4A—Drawing and Composition
 ART 4B—Drawing and Composition
 ART 44—Individual Problems in Drawing

**PAINTING:
 Family of Classes**

(No more than four classes can be attempted within each family of classes listed below. See page 68 for details.)
 ART 8A—Watercolor Painting
 ART 8B—Watercolor Painting
 ART 9A—Painting
 ART 9B—Painting
 ART 11—Mural Painting
 ART 40—Individual Problems in Watercolor
 ART 41—Individual Problems in Painting

**PHOTOGRAPHY:
 Family of Classes**

(No more than four classes can be attempted within each family of classes listed below. See page 68 for details.)
 ART 27—Materials and Processes
 ART 38—Field Workshop-Black and White
 ART 39—Field Workshop-Color/Digital

**PRINTMAKING:
 Family of Classes**

(No more than four classes can be attempted within each family of classes listed below. See page 68 for details.)
 ART 15A—Printmaking
 ART 15B—Printmaking
 ART 43—Individual Problems in Printmaking

**SCULPTURE:
 Family of Classes**

(No more than four classes can be attempted within each family of classes listed below. See page 68 for details.)
 ART 14A—Sculpture
 ART 14B—Sculpture
 ART 46—Individual Problems in Sculpture

Asian American Studies

ASIAN 31 Asian-American Humanities and Cultures 3 units

54 lecture hours

Transferable to CSU/UC

Survey of Asian-American cultures, including religions, traditions, and some highlights of history. Not open to students with credit in HUMAN 31. (L)

Astronomy

ASTRO 1 Introduction to Astronomy 3 units

54 lecture hours

Transferable to CSU/UC

Survey of the solar system, stars, galaxies; history and tools of astronomy, cosmology, and exploration of space. (L,M)

ASTRO 1L Introduction to Astronomy with Lab 4 units

54 lecture hours, 54 lab hours

Transferable to CSU/UC

Survey of the solar system, stars, galaxies; history and tools of astronomy, cosmology, and exploration of space. Laboratory covers the study and interpretation of astronomical observations through the use of prepared astronomy exercises, use of telescopes or computer simulations of telescopes, naked eye observation of celestial bodies, and laboratory activities using various quantitative measuring devices. Not open to students with credit in ASTRO 1. (L,M)

ASTRO 11 Astronomy Laboratory 1 unit

54 lab hours

Prerequisite: ASTRO 1 which may be taken concurrently.

Transferable to CSU/UC

Study and interpretation of astronomical observations through the use of prepared astronomy exercises and computer simulations. Some observations of celestial bodies by naked eye and/or the use of telescopes and other instruments. (L,M)

Automotive Technology

The Automotive Technology Program is designed to provide students with the qualifications needed to fill entry-level positions in the automotive and other related repair fields. The Certificate program also provides additional training for those already employed who desire to improve their skills and abilities. These programs can be completed in one or more semesters. The various Certificates of Training parallel the national voluntary mechanics testing program offered by A.S.E. (Automotive Service Excellence) and are designed to prepare students to pass the A.S.E. tests. The Autobody courses utilize an I-car based curriculum.

AUTO BODY AND REPAIR (Associate in Science)

Required Courses **Units**

AUTO 20 Automotive Technical Skills	3
AUTO 36 Air Conditioning and Heating Systems	3
AUTO 41 Alignment and Suspensions	4
AUTO 63 Basic Autobody Restoration	3
AUTO 70 Introduction to Autobody Technology.....	4
AUTO 76 I-Car Autobody - Non-structural 1 & 2	4
AUTO 77 I-Car Autobody - Refinishing 1 & 2	4
WELD 30 Gas Welding.....	2
Total units required for degree major	27

AUTOMOTIVE CHASSIS (Associate in Science)

Required Courses **Units**

AUTO 20 Automotive Technical Skills	3
AUTO 22 Hydraulics (Fluid Power)	3
AUTO 40 Brake Systems	4
AUTO 41 Alignment and Suspensions	4
AUTO 62C Suspension/Steering Experience.....	2
AUTO 62D Brakes Experience.....	2
Total units required for degree major	18

AUTOMOTIVE DRIVE TRAINS (Associate in Science)

Required Courses **Units**

AUTO 20 Automotive Technical Skills	3
AUTO 22 Hydraulics (Fluid Power)	3
AUTO 30 Manual Drive Trains-Gas and Diesel Vehicles	3
AUTO 31 Automatic Transmissions Gas and Diesel Vehicles.4	4
AUTO 62A Auto. Transmission/Transaxle Experience	2
AUTO 62B Manual Drive Train/Axles Experience	2
Plus 1 additional unit of AUTO classes.....	1
Total units required for degree major	18

Programs and Courses

MASTER MECHANIC (Associate in Science)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 21 Introduction to Automobiles	3
AUTO 22 Hydraulics (Fluid Power)	3
AUTO 30 Manual Drive Trains-Gas and Diesel Vehicles	3
AUTO 31 Automatic Transmissions Gas and Diesel Vehicles.	4
AUTO 33 Fuel Systems.....	4
AUTO 36 Air Conditioning and Heating Systems	3
AUTO 40 Brake Systems	4
AUTO 41 Alignment and Suspensions	4
AUTO 44 Electrical Systems	6
AUTO 45 Engine Diagnosis/Rebuilding.....	4
AUTO 61A-B OR 62A-B OR 63 series	1
Total units required for degree major.....	42

TUNE-UP AND DRIVEABILITY (Associate in Science)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 33 Fuel Systems.....	4
AUTO 36 Air Conditioning and Heating Systems	3
AUTO 44 Electrical Systems	6
AUTO 55 Advanced Tune-Up	5
AUTO 61D Engine Performance Experience	1
AUTO 95 State Emission Control License.....	6.5
Total units required for degree major.....	28.5

AUTOMOTIVE BODY REPAIR (Certificate of Achievement)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 63 Basic Autobody Restoration	3
AUTO 70 Introduction to Autobody Technology.....	4
AUTO 271 Unibody Technology	2
Total units required	12

AUTO BODY REPAIR (Certificate of Achievement)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 36 Air Conditioning and Heating Systems	3
AUTO 41 Alignment and Suspensions	4
AUTO 63 Basic Autobody Restoration	3
AUTO 70 Introduction to Autobody Technology.....	4
AUTO 76 I-Car Autobody - Non-structural 1 & 2	4
AUTO 77 I-Car Autobody - Refinishing 1 & 2	4
WELD 30 Gas Welding.....	2
*AUTO 271 Unibody Technology	2
*AUTO 278 I-Car Autobody Shop Experience.....	4
Total units required	33

AUTOMOTIVE CHASSIS (Certificate of Achievement)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 22 Hydraulics (Fluid Power)	3
AUTO 40 Brake Systems	4
AUTO 41 Alignment and Suspensions	4
AUTO 62C Suspension/Steering Experience.....	2
AUTO 62D Brakes Experience.....	2
Total units required	18

AUTOMOTIVE DRIVE TRAINS (Certificate of Achievement)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 22 Hydraulics (Fluid Power)	3
AUTO 30 Manual Drive Trains-Gas and Diesel Vehicles	3
AUTO 31 Automatic Transmissions Gas and Diesel Vehicles.	4
AUTO 62A Auto. Transmission/Transaxle Experience	2
AUTO 62B Manual Drive Train/Axles Experience	2
Plus 1 additional unit of AUTO classes.....	1
Total units required	18

MASTER MECHANIC (Certificate of Achievement)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 21 Introduction to Automobiles	3
AUTO 22 Hydraulics (Fluid Power)	3
AUTO 30 Manual Drive Trains-Gas and Diesel Vehicles	3
AUTO 31 Automatic Transmissions Gas and Diesel Vehicles.	4
AUTO 33 Fuel Systems.....	4
AUTO 36 Air Conditioning and Heating Systems	3
AUTO 40 Brake Systems	4
AUTO 41 Alignment and Suspensions	4
AUTO 44 Electrical Systems	6
AUTO 45 Engine Diagnosis/Rebuilding.....	4
AUTO 61A-B OR 62A-B OR 63 series	1
Total units required	42

TUNE-UP AND DRIVEABILITY (Certificate of Achievement)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 33 Fuel Systems.....	4
AUTO 36 Air Conditioning and Heating Systems	3
AUTO 44 Electrical Systems	6
AUTO 55 Advanced Tune-Up	5
AUTO 61D Engine Performance Experience	1
AUTO 95 State Emission Control License.....	6.5
Total units required	28.5

Programs and Courses

AUTOMATIC TRANSMISSION/TRANSAXLE (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 22 Hydraulics (Fluid Power)	3
AUTO 31 Automatic Transmissions Gas and Diesel Vehicles.....	4
AUTO 62A Automotive Transmission/Transaxle Experience.....	2
Total units required	12

BRAKES (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 22 Hydraulics (Fluid Power)	3
AUTO 40 Brake Systems	4
AUTO 62D Brakes Experience.....	2
Total units required	12

ELECTRICAL SYSTEMS (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 44 Electrical Systems	6
AUTO 61C Electrical Systems Experience.....	1
Total units required	10

ENGINE MACHINING (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 46 Engine Machining/Reconditioning	3
AUTO 61B Engine Machining/Reconditioning Experience..	3
Total units required	9

ENGINE PERFORMANCE (Certificate of Training)

Required Courses	Units
AUTO 33 Fuel Systems.....	4
AUTO 44 Electrical Systems	6
AUTO 61D Engine Performance Experience	1
AUTO 95 State Emission Control License.....	6.5
Total units required	17.5

ENGINE REPAIR (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 45 Engine Diagnosis/Rebuilding.....	4
AUTO 61A Engine Repair Experience.....	1
Total units required	8

HEATING AND AIR CONDITIONING (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 36 Air Conditioning and Heating Systems	3
AUTO 62E Heating/Air Conditioning Experience	2
Total units required	8

MANUAL DRIVE TRAIN AND AXLES (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 30 Manual Drive Trains-Gas and Diesel Vehicles	3
AUTO 62B Manual Drive Train/Axles Experience	2
Total units required	8

SUSPENSION AND STEERING (Certificate of Training)

Required Courses	Units
AUTO 20 Automotive Technical Skills	3
AUTO 41 Alignment and Suspensions	4
AUTO 62C Suspension/Steering Experience.....	2
Total units required	9

AUTO 20 Automotive Technical Skills 3 units

36 lecture hours, 54 lab hours
Transferable to CSU
Includes basic technical skills used by all automotive service and repair technicians, including tool selection, use, and maintenance; practical measuring skills and useful bolt, nut, and thread repair techniques. Also includes electrical circuit meter usage and problem-solving techniques.

AUTO 21 Introduction to Automobiles 3 units

36 lecture hours, 54 lab hours
Transferable to CSU
A comprehensive study of the automobile, including fundamental operating principles, nomenclature, structural analysis, major design theories, systems function, systems service, minor repair procedures, major repair complexities, current laws and regulations, political action, and personal economics/decision making.

AUTO 22 Hydraulics (Fluid Power) 3 units

36 lecture hours, 54 lab hours
Transferable to CSU
Application of hydraulics (fluid power) to the fields of automotive machine trades, robotics, industry, and agriculture. (L)

AUTO 30 Manual Drive Trains/Gas and Diesel Vehicles 3 units

36 lecture hours, 54 lab hours
Transferable to CSU
Basic operating principles of automotive drive trains which consist of clutches, standard transmissions/transaxles, drive shafts, drive axle assemblies, and transfer cases. Emphasis on related gear, bearing, and lubrication theory; normal maintenance, service, and adjustment operations; problem diagnosis; and overhaul procedures for gasoline and diesel vehicles.

Programs and Courses

<p>AUTO 31 Automatic Transmissions/Gas and Diesel Vehicles 4 units <i>54 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i> Basic operating principles of automatic transmissions and transaxles, including planetary gear sets, hydraulic operation, electronic controls, and torque converters; normal maintenance, service, and adjustment operations; problem diagnosis procedures; and overhaul procedures for automotive and truck applications.</p>	<p>AUTO 41 Alignment and Suspensions 4 units <i>54 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i> Basic operating principles of automotive suspension and steering systems with an emphasis on 4-wheel alignment, including suspension and steering operating theory, tire repair and balancing, operating replacement of all suspension and steering components, rebuilding of steering gears and pumps, and front and rear wheel alignment.</p>
<p>AUTO 32 Basic Fuel and Emission Systems 3 units <i>36 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i> The study of conventional and late model fuel system theory along with emission system service is reviewed throughout course. Intended for preparation for engine performance certification.</p>	<p>AUTO 44 Electrical Systems 6 units <i>74 lecture hours, 108 lab hours</i> <i>Transferable to CSU</i> A comprehensive study of current automotive electrical systems with a strong emphasis on diagnosis, service, and repair of wiring, ignitions, charging, starting, domestic and import computer management systems. Involves usage of manuals, meters, scanners, and state-of-the-art test equipment. Recommend enrollment in AUTO 33.</p>
<p>AUTO 32A Fundamentals Fuel and Emission Systems 1.5 units <i>18 lecture hours, 27 lab hours</i> <i>Transferable to CSU</i> Provides a basic background of automotive fuel and emission systems as it relates to diagnosis, service, and repair. Theory and service procedures are included for basic carburetion, fuel injection, and emission control systems. Not open to students with credit in AUTO 32.</p>	<p>AUTO 45 Engine Diagnosis and Rebuilding 4 units <i>36 lecture hours, 108 lab hours</i> <i>Transferable to CSU</i> Includes engine theory of operation, pre-tear down diagnosis, disassembly techniques, engine cleaning methods, measurement tools, component identification, lubrication systems, and assembly break-in procedures. Alternative fuels and hybrid engine drive train will also be presented.</p>
<p>AUTO 33 Fuel Systems 4 units <i>36 lecture hours, 108 lab hours</i> <i>Transferable to CSU</i> An in-depth study of conventional and state-of-the-art fuel systems. Strong emphasis is placed on electronic fuel injection and computerized fuel management systems. Additional study in 5-gas analyzers and combustion theory is included. Concurrent enrollment in AUTO 44 recommended.</p>	<p>AUTO 46 Engine Machining and Reconditioning 3 units <i>36 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i> Applied principles of engine machining and reconditioning techniques with a strong emphasis on high performance production machining. Intended for students who desire further study and skills working with automotive machining and assembly methods.</p>
<p>AUTO 34 Basic Electrical Systems 3 units <i>36 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i> Includes study of the electron theory, DC circuits and wiring, starting and charging systems and diagnosis. Emphasis is on electronic and distributor less ignition systems. Troubleshooting skills will be emphasized throughout the course.</p>	<p>AUTO 50A Fundamentals of Engine Performance and Diagnostics 2 units <i>27 lecture hours, 27 lab hours</i> Introductory course emphasizing electrical and electronic control systems relating to engine performance. Activities include system identification, diagnostic equipment usage, service and repair information methods, and fundamental trouble shooting skills.</p>
<p>AUTO 36 Air Conditioning and Heating Systems 3 units <i>36 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i> Basic operating principles of automotive air conditioning, heating, and ventilating systems. Includes air conditioner and heater operation and engine cooling system, system operation with normal service and adjustment procedures, problem diagnosis, repair procedures, and an introduction to automatic temperature systems.</p>	<p>AUTO 50B Advanced Engine Performance and Diagnostics 2 units <i>27 lecture hours, 27 lab hours</i> Advanced study with current automotive/diesel diagnostic tools and methods used to troubleshoot and repair complex problems related to fuel, electrical, computer, and emission controls. Activities include diagnostic skills in driveability, on board diagnostics I and II, including scan tools, meter usage, lab scopes, computerized analyzers and dynamometer five-gas emission diagnostic equipment, and other related equipment as it pertains to gas or diesel electronic engine management systems. Bureau of Automotive Repair L-1 certification is offered upon successful completion of final test.</p>
<p>AUTO 40 Brake Systems 4 units <i>54 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i> Basic operating principles of automotive braking systems, including brake theory, hydraulic operation, hydraulic control valves, power brake units, electronic control systems/anti-lock brake systems (ABS); normal maintenance and adjustment operations; problem diagnosis; and complete rebuilding procedures.</p>	

Programs and Courses

<p>AUTO 55 Advanced Tune-Up 5 units <i>36 lecture hours, 162 lab hours</i> <i>Prerequisite:</i> AUTO 33 and AUTO 44 Advanced automotive tune-up emphasizing problems pertaining to fuel ignition, emission, computers, wiring systems, and mechanical engine diagnostics. Latest diagnostic, tune-up equipment, and services skills will be demonstrated and used.</p>	<p>AUTO 62B Manual Drivetrain and Axles Exp 1 unit <i>54 lab hours</i> <i>Corequisite:</i> AUTO 30 Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive manual drive trains and axles. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive manual drivetrains and axles.</p>
<p>AUTO 61A Engine Repair Experience 1 unit <i>54 lab hours</i> <i>Prerequisite:</i> AUTO 45 or equivalent or concurrent enrollment. Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive engine repair. Activities include in-depth operations not normally covered in the basic courses. Intended primarily for students with prior practical experience in automotive engine repair.</p>	<p>AUTO 62C Suspension and Steering Experience 1 unit <i>54 lab hours</i> <i>Prerequisite:</i> AUTO 41 or concurrent enrollment. Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive suspension and steering. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive suspension and steering.</p>
<p>AUTO 61B Engine Machining/Reconditioning Experience 1 unit <i>54 lab hours</i> <i>Prerequisite:</i> AUTO 46 or equivalent or concurrent enrollment. Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive engine machining and reconditioning. Activities include in-depth operations not normally covered in the basic courses. Intended primarily for students with prior practical experience in automotive engine machining and reconditioning.</p>	<p>AUTO 62D Brakes Experience 1 unit <i>54 lab hours</i> <i>Prerequisite:</i> AUTO 40 or concurrent enrollment. Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive brakes. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive brakes.</p>
<p>AUTO 61C Electrical Systems Experience 1 unit <i>54 lab hours</i> <i>Prerequisite:</i> AUTO 44 or equivalent or concurrent enrollment. Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive electrical systems. Activities include in-depth operations not normally covered in the basic courses. Intended primarily for students with prior practical experience in automotive electrical systems.</p>	<p>AUTO 62E Heat and Air Conditioning Exp 1 unit <i>54 lab hours</i> <i>Prerequisite:</i> AUTO 36 or concurrent enrollment. Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive heating and air conditioning. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive heating and air conditioning.</p>
<p>AUTO 61D Engine Performance Experience 1 unit <i>54 lab hours</i> <i>Prerequisite:</i> AUTO 44 or equivalent or concurrent enrollment. Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive fuel, emission and electrical systems. Activities include in-depth operations not normally covered in the basic courses. Intended primarily for students with prior practical experience in automotive engine performance.</p>	<p>AUTO 70 Introduction to Autobody Technology 4 units <i>54 lecture hours, 54 lab hours</i> Introduces the student to the fundamentals of autobody collision repair. Topics will include Hazardous Material Regulations including handling, storage, and disposal of hazard wastes, MSDS code information, personal protective equipment, repair facility safety, Oxyacetylene applications, the brazing process, vehicle design and collision energy management, repair issues, interior and exterior hardware, painted pinstripes, speaker mountings, and other bolt-on accessories. (L).</p>
<p>AUTO 62A Auto Transmission/Transaxle Exp 1 unit <i>54 lab hours</i> <i>Prerequisite:</i> AUTO 31 or concurrent enrollment. Individualized activities intended to meet the specific needs of advanced students through specialized training in automotive transmission/transaxles. Activities include in-depth operations not normally covered in the basic course. Intended primarily for students with prior practical experience in automotive transmissions and transaxles.</p>	<p>AUTO 75 I-Car Structural Steel 1 4 units <i>54 lecture hours, 54 lab hours</i> This course will cover the first two sections of straightening structural steel. Course will include computerized measuring, vehicle dimensions, measuring equipment and operation and correcting structural damage. (L)</p>

Biology

AUTO 76 **I-Car Autobody -
Non-Structural 1 & 2** **4 units**

54 lecture hours, 54 lab hours

Includes the following: cosmetic straightening steel, bolted-on part replacement, moveable glass, steel GMA-MIG welding, squeeze-type resistance spot welding, welded and adhesively bonded panel replacement. (L)

AUTO 77 **I-Car Autobody -
Refinishing 1 & 2** **4 units**

54 lecture hours, 54 lab hours

Covers all aspects of auto detailing; inspecting the finish, identifying finish defects, removing finish defects, understanding interior and exterior final detailing. Will also cover refinishing equipment and VOC regulations, surface preparation and masking. (L)

AUTO 78A **I-Car Autobody -
Shop Experience** **4 units**

54 lecture hours, 54 lab hours

Prerequisite: AUTO 70, AUTO 76, AUTO 77

Corequisite: WELD 20, AUTO 75

Designed to refine the student's skills needed to be successful in a collision repair environment. Students will use the latest industry training standards to repair and refinish late model vehicles to factory standards. The student will be tasked with estimating and preparing a repair plan and completing those repairs.

AUTO 80 **Fundamentals of Hybrid/
Alternative Fuel Vehicles** **1 unit**

13 lecture hours, 14 lab hours

Basic study of hybrid and alternative fuel vehicles to provide information on new service and repair technology. This course is intended for all majors and service personnel.

AUTO 81 **Hybrid/Alternative Fuels
Vehicles for Service Technicians** **2 units**

27 lecture hours, 27 lab hours

Advanced study of hybrid and alternative fuel vehicles to equip automotive majors and field technicians with the information and skills necessary to service and repair current automotive hybrid vehicles to manufacturers safety procedures.

AUTO 95 **State Emission Control
License** **7 units**

117 lecture hours, 30 lab hours

Prerequisite: AUTO 55

Emphasis on preparing individuals who desire to be qualified in order to pass the State Emission Control License. Intended for A-6 & A-8 certified automotive technicians and majors.

AUTO 278 **I-Car Autobody Shop
Experience** **4 units**

54 lecture hours, 54 lab hours

Designed to refine the student's skills needed to be successful in a collision repair environment. Students will use the latest industry training standards to repair and refinish late model vehicles to factory standards. (L)

BIOLOGY (Associate in Science)

Required Courses

	Units
BIOL 1 Principles of Biology	5
BIOL 2 General Zoology	4
BIOL 3 General Botany	4
CHEM 1A General Chemistry I.....	5
CHEM 1B General Chemistry II.....	5
PHYS 2A General Physics	3
PHYS 3A General Physics Lab	1
PHYS 2B General Physics	3
PHYS 3B General Physics Lab	1
OR	
PHYS 4A Mechanics	4
PHYS 4B Electromagnetism.....	4
Total units required for degree major.....	31

AND one of the following depending on where the student will transfer:

MATH 1A First Year Calculus	5
MATH 9 Calculus for Business, Social and Life Science.....	4
STAT 1 Introduction to Statistical Methods.....	4

Also recommended, but not required:

CHEM 18A Organic Chemistry I.....	4
CHEM 18B Organic Chemistry II.....	4

BIOL 1 **Principles of Biology** **5 units**

54 lecture hours, 108 lab hours

Prerequisite: MATH 52

Transferable to CSU/UC

Introduction to biology for majors that emphasizes the molecular, cellular, and environmental processes that are common to most organisms. Topics include an introduction to: biomolecules, cell structure, reproduction, enzymes, fermentation, respiration, photosynthesis, molecular genetics, heredity, and evolution. Background in high school biology or chemistry is recommended. (L)

BIOL 2 **General Zoology** **4 units**

36 lecture hours, 108 lab hours

Prerequisite: BIOL 1 or BIOL 15 and MATH 52

Transferable to CSU/UC

Applies the concepts introduced in Biology 1 to the study of animals and evolution. Animal topics include: patterns of diversity and classification, anatomy and physiology, development and significance of sexual reproduction. Evolution topics include speciation, macro- and microevolution, adaptation to environmental and social challenges, and natural selection. Designed for biology majors and related fields but open to all qualified students. (L)

Programs and Courses

<p>BIOL 3 General Botany 4 units <i>36 lecture hours, 108 lab hours</i> <i>Prerequisite:</i> BIOL 1 or BIOL 15 and MATH 52 <i>Transferable to CSU/UC</i> Applies the concepts introduced in Biology 1 to the study of plants and general ecology. Topics include morphology, physiology, systematics, and evolutionary trends among cyanobacteria, algae, fungi, and plants. Population, community, and ecosystems dynamics of higher plants will be emphasized. Designed primarily for biology majors and related fields but open to all qualified students. (L)</p> <p>BIOL 4 Human Anatomy 4 units <i>36 lecture hours, 108 lab hours</i> <i>Prerequisite:</i> BIOL 1 or BIOL 15 <i>Transferable to CSU/UC</i> Introduction to the gross and microscopic structure of the human body. Emphasis on the anatomy and interrelationship between structure and function of the tissues, organs, and organ systems. (L)</p> <p>BIOL 5 Human Physiology 4 units <i>36 lecture hours, 108 lab hours</i> <i>Prerequisite:</i> BIOL 1 or BIOL 15 <i>Transferable to CSU/UC</i> Introduction to the physiological mechanisms of the human body that lead to homeostasis. Emphasis on the interrelationship of the cells, tissues, organs, and systems. (L)</p> <p>BIOL 6 Introductory Microbiology 4 units <i>36 lecture hours, 108 lab hours</i> <i>Prerequisite:</i> BIOL 1 or BIOL 15 <i>Transferable to CSU/UC</i> History, structure, metabolism, genetics, and ecology of microscopic life forms; their relationship to disease, immunology, agriculture, and industry. Laboratory emphasizes the development of techniques for the detection, isolation, and identification of both harmless and pathogenic species. (L)</p> <p>BIOL 10 General Biology 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC - UC Unit Limit</i> The science of life for non-science majors. Provides an overview of the world of living organisms including their classification and unifying characteristics. Introduces basic biological processes such as homeostasis, photosynthesis, cellular respiration, DNA function, cellular reproduction, evolution, and ecosystem interactions with an emphasis on the relationship of structure to function and the interrelationships of living organisms. Lecture only. Not open to students with credit in BIOL 10L. (L)</p> <p>BIOL 10L General Biology 4 units <i>54 lecture hours, 54 lab hours</i> <i>Transferable to CSU/UC - UC Unit Limit</i> The science of life for non-science majors. Provides an overview of the world of living organisms including their classification and unifying characteristics. Introduces basic biological processes such as homeostasis, photosynthesis, cellular respiration, DNA function, cellular reproduction, evolution, and ecosystem interactions with an emphasis on the relationship of structure to function and the interrelationships of living organisms. Labs and lectures. Not open to students with credit in BIOL 10. (L)</p>	<p>BIOL 11 General Biology Laboratory 1 unit <i>54 lab hours</i> <i>Transferable to CSU</i> Hands-on laboratory study for non-science majors. Exploration of origin, characteristics, regulation, energy utilization, respiration, and interrelationships of living organisms. Not open to students with credit in BIOL 10. (L)</p> <p>BIOL 12 Marine Biology 3 units <i>54 lecture hours. 54 lab hours</i> <i>Transferable to CSU/UC</i> Introduction to biology and natural history of marine organisms. Basic scientific principles, classification, ecology, behavior, and evolution of marine organisms are explored in relation to their environment. The impact of human populations on marine ecosystems and oceans resources is also addressed. (L,M)</p> <p>BIOL 15 Bioscience 4 units <i>54 lecture hours. 54 lab hours</i> <i>Transferable to CSU/UC - UC Unit Limit</i> Introduction to basic biological principles, including cellular and organismal structure, energetics, control, physiology, genetics, evolution, and environmental interaction. (L,M)</p> <p>BIOL 24 Human Biology 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> An introduction to general biology of human beings; Emphasis is placed on the concepts, mechanisms and terminology used in anatomy, physiology and ecology. Topics include cell structure and function, human evolution, anatomy and physiology of the organ systems, genetics, and the human impact on the environment. (L)</p> <p>BIOL 25 Human Genetics 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Designed for non-science majors to provide an understanding of basic principles of genetics, current developments in genetics, and the influence of genes and the environment in determining human characteristics. (L)</p> <p>BIOL 35 Problem Solving in Physiology 1 unit <i>18 lecture hours</i> <i>Transferable to CSU</i> A companion course to BIOL 5, Human Physiology; appropriate for those wishing additional review in Physiology. Lectures, discussions, and case histories used to explore difficult concepts such as osmolality, nervous system function, acid-base balance, hormonal control, immunity. Time will be allowed for consideration of topics chosen by students. (L)</p>
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Business

Accounting

ACCOUNTING (Associate in Science)

Required Courses	Units
ACCT 3 Computerized Accounting.....	3
ACCT 1L Principles of Accounting - Financial.....	4.5
ACCT 2L Principles of Accounting - Managerial.....	5
BCA 15 Business Computer Applications - Beginning.....	3
BCA 17 Business Computer Applications - Advanced.....	3
BCA 34 Advanced Excel.....	1
BCA 41B Windows XP.....	1
GNBUS 10 Introduction to Global Business.....	3
GNBUS 18A Business Law.....	3
GNBUS 56 Business Mathematics.....	3
OA 22 Machine Calculation.....	1.5
Total units required for degree major.....	31
Additional Recommended Courses:	
ACCT 6 Individual Income Taxes-Federal/State.....	4
ACCT 9 Business Payroll Procedures.....	3.5
ACCT 10A General Accounting.....	4
ECON 1A Elementary Economics - Macro.....	3
OA 15A Elementary Typewriting.....	3
SPECH 6 Group Communication.....	3
CWEE 45 Occ. Work Experience OR.....	1-8
INTRN 46 Internship.....	1-8

BUSINESS ADMINISTRATION (Associate in Science)

Required Courses	Units
ACCT 1L Principles of Accounting - Financial.....	4.5
ACCT 2L Principles of Accounting - Managerial.....	5
ECON 1A Elementary Economics - Macro.....	3
ECON 1B Elementary Economics - Micro.....	3
GNBUS 56 Business Mathematics.....	3
Select one of the following classes:	
STAT 1 Statistics OR.....	4
MATH 9 Calculus for Business, Social and Life Science (CSU Sacramento) OR.....	3
MATH 25 Finite Math (CSU Chico).....	3
Plus 3 units from the following:	
BCA 15 Business Computer Applications (CSU Sacramento).....	3
GNBUS 10 Introduction to Global Business (CSU Chico).....	3
Total units required for degree major.....	24.5

INCOME TAX PREPARATION (Associate in Science)

Required Courses	Units
ACCT 3 Computerized Accounting.....	3
ACCT 6 Indiv. Income Taxes-Federal/State.....	4
ACCT 10A General Accounting OR.....	4
ACCT 1L Principles of Accounting - Financial.....	4.5
BCA 33A Introduction to Excel.....	1
GNBUS 10 Introduction to Global Business.....	3
GNBUS 56 Business Mathematics.....	3
OA 22 Machine Calculation.....	1.5
Total units required for degree major.....	19.5

ACCOUNTING (Certificate of Achievement)

Required Courses	Units
ACCT 3 Computerized Accounting.....	3
ACCT 10A General Accounting.....	4
BCA 15 Business Computer Applications - Beginning.....	3
GNBUS 56 Business Mathematics.....	3
OA 22 Machine Calculation.....	1.5
Plus 4 units from the following:	
ACCT 1L Principles of Accounting - Financial.....	4.5
ACCT 2L Principles of Accounting - Managerial.....	5
ACCT 6 Individual Income Taxes-Federal/State.....	4
ACCT 9 Business Payroll Procedures.....	3.5
GNBUS 10 Introduction to Global Business.....	3
CWEE 45 Occ. Wrk Experience OR.....	1-4
INTRN 46 Internship.....	1-4
Total units required.....	18.5

ADVANCED ACCOUNTING (Certificate of Achievement)

Required Courses	Units
ACCT 3 Computerized Accounting.....	3
ACCT 1L Principles of Accounting - Financial.....	4.5
ACCT 2L Principles of Accounting - Managerial.....	5
BCA 15 Business Computer Applications - Beginning.....	3
BCA 17 Business Computer Applications - Advanced.....	3
BCA 34 Advanced Excel.....	1
BCA 41B Windows XP.....	1
GNBUS 10 Introduction to Global Business.....	3
GNBUS 56 Business Mathematics.....	3
OA 22 Machine Calculation.....	1.5
Plus 6 units from the following:	
ACCT 6 Individual Income Taxes-Federal/State.....	4
ACCT 9 Business Payroll Procedures.....	3.5
GNBUS 18A Business Law.....	3
SPECH 6 Group Communication.....	3
CWEE 45 Occ. Work Experience OR.....	1-4
INTRN 46 Internship.....	1-4
Total units required.....	34

Programs and Courses

INCOME TAX PREPARATION (Certificate of Achievement)

Required Courses	Units
ACCT 3 Computerized Accounting.....	3
ACCT 6 Indiv. Income Taxes-Federal/State.....	4
ACCT 10A General Accounting OR.....	4
ACCT 1L Principles of Accounting - Financial.....	4.5
BCA 33A Introduction to Excel.....	1
GNBUS 10 Introduction to Global Business.....	3
GNBUS 56 Business Mathematics.....	3
OA 22 Machine Calculation.....	1.5
Total units required.....	19.5

ACCT 1L Principles of Accounting- Financial 4.5 units

72 lecture hours, 18 lab hours
Prerequisite: ACCT 10A with a grade of "C" or better or qualifying score on mathematics part of Placement Examination; and BCA 15 and/or BCA 33A or equivalent.
Transferable to CSU/UC
 Accounting for business activities, general ledger, special journals, accounts receivable, cash control, depreciation, inventories, and other aspects. Includes computer applications for accounting partnerships and corporations. Not open to students with credit in ACCT 1. (L,M)

ACCT 2L Principles of Accounting- Managerial 5 units

72 lecture hours, 54 lab hours
Prerequisite: ACCT 1 or 1L with a grade of "C" or better.
Transferable to CSU/UC
 Emphasizes accounting principles and tools used by management in the decision-making process. Includes manufacturing accounting, budgetary techniques, cost flow procedures, financial statements, management reporting procedures, and computer applications in accounting. Not open to students with credit in ACCT 2. (L,M)

ACCT 3 Computerized Accounting 3 units

45 lecture hours, 27 lab hours
Prerequisite: ACCT 10A
Transferable to CSU
 Computerized accounting using QuickBooks Pro. Basic through intermediate features for small and medium size businesses including banking, sales and customers, purchases and vendors, inventory, reports and graphs. Application of all aspects of accounting cycle. (L,M)

ACCT 6 Individual Income Taxes- Federal and State 4 units

72 lecture hours
Transferable to CSU
 Individual income tax preparation, forms and computations; business and professional returns; federal and state returns. Meets State of California Certification for a tax preparer. Recommendation: Completion of Accounting 10A or some experience will be helpful. (L,M)

ACCT 9 Business Payroll Procedures 3 units

48 lecture hours, 18 lab hours
Transferable to CSU
 Introduction to payroll terminology, procedures, calculations, record-keeping, timelines, percentages, limitations, and laws that relate to maintaining payroll for business firms in California; computerized payroll procedures will also be presented. Prior accounting knowledge is not necessary. (L,M)

ACCT 10A General Accounting 4 units

72 lecture hours
Transferable to CSU
 Introductory accounting course covering accounting principles and practices, the complete accounting cycle and creation of financial reports. Use of proper procedures in the General Journal and Special Journals, General Ledger and Subsidiary Ledgers. Includes payroll processes, and proper Financial Reporting. (L,M)

BUSINESS COMPUTER APPLICATIONS (Associate in Science)

Required Courses	Units
ACCT 3 Computerized Accounting.....	3
ACCT 1L Principles of Accounting-Financial OR.....	4.5
ACCT 10A General Accounting OR.....	4
BCA 15 Business Computer Applications - Beginning.....	3
BCA 17 Business Computer Applications - Advanced.....	3
BCA 37A Introduction to Access.....	1
BCA 37B Advanced Access.....	1
BCA 41B Windows XP.....	1
GNBUS 56 Business Mathematics.....	3
Total units required for degree major.....	19
<i>Additional Recommended Courses:</i>	
BCA 42A Internet Literacy and Safety.....	3
GNBUS 10 Introduction to Global Business.....	3
OA 15C Advanced Keyboarding.....	3
OA 17A Word Processing I.....	3
OA 21 Business Communications.....	3
OA 52/GNBUS 52 Business English.....	3
OA 60 General Office Procedures.....	4

ADVANCED BUSINESS COMPUTER APPLICATIONS

(Certificate of Achievement)

Required Courses	Units
ACCT 3 Computerized Accounting.....	3
BCA 15 Business Computer Applications - Beginning.....	3
BCA 17 Business Computer Applications - Advanced.....	3
BCA 22B Advanced Microsoft Word.....	1
BCA 34 Advanced Excel.....	1
BCA 37A Introduction to Access.....	1
BCA 37B Advanced Access.....	1
BCA 41B Windows XP.....	1
OA 22 Machine Calculation.....	1.5
Plus 13 units from the following:	
ACCT 10A General Accounting.....	4
BCA 26 Microsoft PowerPoint.....	1
COMSC 10L Computer Literacy.....	3
GNBUS 10 Introduction to Global Business.....	3
GNBUS 56 Business Mathematics.....	3
Total units required.....	28.5

BUSINESS COMPUTER APPLICATIONS

(Certificate of Training)

Required Courses	Units
BCA 15 Business Computer Applications - Beginning.....	3
BCA 22B Advanced Microsoft Word.....	1
BCA 23 Microsoft Outlook.....	1
BCA 34 Advanced Excel.....	1
BCA 37A Introduction to Access.....	1
BCA 37B Advanced Access.....	1
BCA 41B Windows XP.....	1
BCA 42A Internet Literacy and Safety.....	3
COUNS 52 Pre-Employment Skills Training.....	1
Plus at least 3 units from the following:	
ACCT 1L Principles of Accounting - Financial.....	4.5
ACCT 2L Principles of Accounting - Managerial.....	5
ACCT 3 Computerized Accounting.....	3
ACCT 10A General Accounting.....	4
BCA 25 Desktop Publishing.....	2
BCA 26 Microsoft PowerPoint.....	1
COMSC 10L Computer Literacy.....	3
Total units required.....	16

BCA 15 Business Computer Applications - Beginning 3 units

36 lecture hours, 36 lab hours

Transferable to CSU

Develop a beginning/intermediate level of skills using the Microsoft Office Professional Edition Program. Basic features of Word, Excel, Access and PowerPoint are covered along with how to create simple integrated office documents. No prior experience is required. (L,M)

BCA 17 Business Computer Applications - Advanced 3 units

36 lecture hours, 36 lab hours

Prerequisite: BCA 15

Transferable to CSU

Develop an intermediate/advanced level of skills using the Microsoft Office Professional Edition Program. Advanced features of Word, Excel, Access, and PowerPoint are covered along with how to use Object Linking and Embedding (OLE) to create integrated Office documents. Prior experience using Windows, Internet, and the Office Suite is assumed. Student is required to have some type of storage device to save assignments. (L,M)

BCA 22A Introduction to Microsoft Word 1 unit

9 lecture hours, 18 lab hours

Transferable to CSU

Overview of the basic features of Microsoft Word. Creating, editing, and saving documents; file management; basic text, paragraph, and page formatting; page numbering; printing options; tables and columns. (L)

BCA 22B Advanced Microsoft Word 1 unit

9 lecture hours, 18 lab hours

Transferable to CSU

Overview of advanced features of Microsoft Word. Topics include advanced formatting, charts, forms, styles, graphics, borders, shading, drawing, macros, sort, and merging features. (L)

BCA 23 Microsoft Outlook 1 unit

9 lecture hours, 18 lab hours

Transferable to CSU

Beginning and intermediate level features of the personal information manager, record contact, create and manage e-mail communication in a network or Internet; improve personal efficiency using calendar, tasks, notes, and journal features. (L)

BCA 25 Desktop Publishing 2 units

18 lecture hours, 18 lab hours

Transferable to CSU

Fundamentals of document design and layout with emphasis on the importance of visual communication in business documents such as newsletters, flyers, and brochures. Use of advanced features of software. Creation of portfolio with selected software applications. Students should have intermediate level knowledge of Word. (L)

BCA 26 Microsoft PowerPoint 1 unit

9 lecture hours, 18 lab hours

Transferable to CSU

Learn the basics and more; create presentations, add text information, add visual elements, bring in data from other sources, modify a presentation, prepare for distribution, customize a presentation, and deliver presentations. Familiarity with keyboard recommended. Grades are P/NP.

BCA 27 Introduction to Computers .5 unit

6 lecture hours, 66 lab hours

Transferable to CSU

Designed for the novice computer user or anyone thinking about purchasing a computer system. Introduction to the basics of hardware, software, operating systems and their uses, as well as an overview of Word, Excel, Access, and the Internet. (L)

Programs and Courses

BCA 33A Introduction to Excel 1 unit
 12 lecture hours, 18 lab hours
 Transferable to CSU

Learn basic features of Microsoft Excel spreadsheet software. Basic features include: using toolbars, moving, copying, formatting text, using spreadsheets for decision making, creating graphs and charts, list and data management. Hands-on course with business applications used. (L,M)

BCA 34 Advanced Excel 1 unit
 9 lecture hours, 18 lab hours
 Prerequisite: BCA 33A
 Transferable to CSU

Learn advanced features of Microsoft Excel spreadsheet software. These features include: Advanced formatting options, graphs and charts, decision making tools, sorting and data management options. Hands-on course with business applications used.

BCA 37A Introduction to Access 1 unit
 9 lecture hours, 18 lab hours
 Transferable to CSU

Use of Microsoft Access to create simple to complex databases in a Windows environment, to sort the database records, and to create report formats for printed reports. (L,M)

BCA 37B Advanced Microsoft Access 1 unit
 12 lecture hours, 12 lab hours
 Prerequisite: BCA 37A
 Transferable to CSU

Extends the capabilities of Access and builds on a student's knowledge of databases in general. Includes creation of multiple databases; students will design and use the forms and subforms to input data, use Query by Example (QBE) to extract data and create reports from multiple tables, and use macros to manipulate files. (L,M)

BCA 39 Exploring the Internet 1 unit
 9 lecture hours, 18 lab hours
 Transferable to CSU

An overview of the Internet and World Wide Web with emphasis on hands-on business uses, global communication, finding things on the World Wide Web, conversations on the Internet, legal and societal issues, as well as web publishing. (L,M)

BCA 41A Windows 7 1 unit
 9 lecture hours
 Transferable to CSU

Gain a comprehensive understanding of Microsoft Windows 7, including the new features of the software. Students are challenged to apply what they learn to real-life tasks, preparing them to easily transfer skills to new situations. (L,M)

BCA 41B Windows XP 1 unit
 9 lecture hours, 18 lab hours
 Transferable to CSU

Introduction to Windows XP environment and its capabilities. Use of Windows XP and its graphical user interface to communicate with personal computers. Apply Windows XP features, concepts, applications, and procedures. (L,M)

BCA 41C Windows Vista 1 unit
 9 lecture hours, 18 lab hours
 Transferable to CSU

Gain a comprehensive understanding of Microsoft Windows Vista, including the new features of the software. Students are challenged to apply what they learn to real-life tasks, preparing them to easily transfer skills to new situations. (L,M)

BCA 42A Internet Literacy and Safety 3 units
 54 lecture hours
 Transferable to CSU

Exposes the student to a wide range of topics relating to the Internet. Students will learn how to perform basic searches, work with email, manage and tune the web browser, and make the Internet a practical and functional part of everyday life. Designed to ease the fears of the novice and enhance the ability of the intermediate user. (L)

BCA 42B Web Page Management and Design 3 units
 27 lecture hours, 54 lab hours
 Transferable to CSU

Fundamentals of Web publishing utilizing Web design and imaging software. The course will focus on HTML, design, writing, editing, and maintenance of web pages; emphasis on web page elements such as HTML, image editing, ADA design, and project management. Real-life informational and interactive presentations to include testing and maintenance of web sites on the World Wide Web. (L)

BCA 44D Digital Imaging for Small Office Home Office 2 units
 27 lecture hours, 27 lab hours
 Transferable to CSU

An introduction to digital photography that explores the composition and aesthetics of photography. Emphasis is on concepts and techniques of image manipulation software. The course addresses printing and displaying photographic portfolios. It will show the use of digital images in webpage and graphic publications. Not open to students with credit in IT 44D. (L)

General Business

GENERAL BUSINESS MANAGEMENT (Associate in Science)

Required Courses	Units
BCA 15 Business Computer Applications - Beginning.....	3
GNBUS 10 Introduction to Global Business.....	3
GNBUS 18A Business Law.....	3
GNBUS 56 Business Mathematics.....	3
ECON 1A Elementary Economics-Macro.....	3
MGMT 5 Introduction to Supervision OR.....	3
MGMT 10 Principles of Management.....	3
Plus 3 units from the following:	
ACCT 1L Principles of Accounting - Financial.....	4.5
ACCT 2L Principles of Accounting - Managerial.....	5
ACCT 6 Individual Income Tax.....	4
GNBUS 25 Career Planning.....	3
MGMT 35 Management Psychology.....	3
OA 52/GNBUS 52 Business English.....	3
SPECH 1 Public Speaking OR 6 Group Communication....	3
Total units required for degree major.....	21

ADVANCED GENERAL BUSINESS MANAGEMENT (Certificate of Achievement)

Required Courses	Units
BCA 15 Business Computer Applications-Beginning.....	3
ECON 1A Elementary Economics-Macro	3
GNBUS 10 Introduction to Global Business.....	3
GNBUS 18A Business Law	3
MGMT 5 Introduction to Supervision OR MGMT 10 Principles of Management	3
MGMT 35 Management Psychology	3
Plus 12 units from the following:	
ACCT 1L Principles of Accounting-Financial OR	4.5
ACCT 10A General Accounting OR	4
GNBUS 25 Career Planning.....	3
GNBUS 56 Business Mathematics.....	3
OA 52 Business English	3
Total units required	30

GNBUS 8 Business Ethics 3 units
54 lecture hours
Transferable to CSU

This is a study of the methods and principles used to recognize and evaluate ethical issues in contemporary business environments. Emphasis will be on discovering and defending ethical principles as they apply to specific business dilemmas. Not open to students with credit in PHIL 8. (L)

GNBUS 10 Introduction to Global Business 3 units

54 lecture hours
Transferable to CSU/UC
Introduction to the diverse activities of business in a changing environment. Topics include ethics, e-commerce, diversity, motivation, management, organization, marketing, and human resources with an emphasis on global business. Focus on the exploration and understanding of race, culture, gender, and ethnicity in corporate America. Understand the development of a competitive advantage in global and international business. (L)

GNBUS 18A Business Law 3 units
54 lecture hours
Transferable to CSU/UC

Law and its relationship to business. Laws and regulations affecting managerial decisions. Dispute resolution, torts, contracts, government regulations and other area of commercial law explored through case analysis. Other legal concepts explored include ethics, employment, consumer transactions, competition, the environment, agency, and business organizations. Not open to student with credit in GNBUS 20A, 20B, and 20C. (L)

GNBUS 21 Business Communications 3 units
54 lecture hours
Transferable to CSU

Development and refinement of written and oral business communication skills including composing, editing, proofreading, and document preparation to mailable standards. OA 52/GNBUS 52 with a grade of "C" or better is recommended; keyboarding/word processing ability (OA 15A, OA 17A, or equivalent) is recommended as all work must be typed. Not open to students with credit in OA 21. (L)

GNBUS 25 Career Planning and Development 3 units

54 lecture hours
Transferable to CSU
Survey of techniques of career exploration and selection. In the context of a study of the changes that occur during a typical life span. Each student constructs a personal profile of current and projected interests, aptitudes, skills, values, personality, and life and personal circumstances. Not open to students with credit in COUNS 25. (L)

GNBUS 28 Investments 3 units
54 lecture hours
Transferable to CSU

Types of investments with emphasis on the stock market. Evaluation of investment objectives. Factors affecting investment decisions. Assessment of the "Wall Street Journal." (L)

GNBUS 52 Business English 3 units
54 lecture hours
A review of English grammar with applications for written and oral business communications. Not open to student with credit in OA 52. (L)

GNBUS 56 Business Mathematics 3 units
54 lecture hours

Prerequisite: GNBUS 100 or equivalent background.
Math analysis typically found in corporate and personal business including math found in accounting, real estate, finance, banking, and retail. Understand terminology in various aspects of business. Develop methods for problem solving. Develop analytical thinking skills to understand problem, determine solution, and interpret results. For business and non-business majors. (L,M)

GNBUS 100 Elementary Business Math 3 units
54 lecture hours

Mathematics operations involving whole numbers, fractions, decimals, and percents; applications including income, property, and social security taxes; averages; wages and salaries, bank records; algebraic solutions to find unknowns. (L,M)

Information Technology

INFORMATION TECHNOLOGIES (Associate in Science)

Required Courses	Units
IT 44A/COMSC 44A/ELECT 44A A+ Test Certification.....	4
IT 44N/COMSC 44N Network Plus N+ Test Certification	4
IT 43A/COMSC 43A Unix Systems Management	3
IT 45A Supporting Network Clients.....	3
Computer language	3
Plus 9 additional units from any other courses in the IT series.....	9
Total units required for degree major.....	26

Programs and Courses

<p>IT 40B Digital Imaging for the Small Office Home Office (SOHO) 2 units</p> <p><i>27 lecture hours, 27 lab hours</i> <i>Transferable to CSU</i></p> <p>An introduction to digital photography that explores the composition and aesthetics of photography. Emphasis is on concepts and techniques of image manipulation software. The course addresses printing and displaying photographic portfolios. It will show the use of digital images in webpage and graphic publications. (L)</p>	<p>IT 42E Creating a Web Presence 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i></p> <p>Students will be able to install and manage a contents management system (CMS) and shopping cart to create a web presence for a business. Students will create a template for the CMS and brand it to a company. They will have the option to brand the template to their own company or a fictitious business created for the class. (L,M)</p>
<p>IT 40E Introduction Game Development 4 units</p> <p><i>54 lecture hours, 36 lab hours</i> <i>Transferable to CSU</i></p> <p>Covers the necessary networking, internet research, and overall game industry knowledge needed to use, market and develop sophisticated networked and online games. Will include hands-on activities such as labs and project to further learning and experience. (L,M)</p>	<p>IT 43A Unix System Management 3 units</p> <p><i>36 lecture hours, 36 lab hours</i> <i>Transferable to CSU</i></p> <p>Responsibilities and operations of a Unix System Manager, including installation of a Unix type operating system, management of the file structure, user creation, security systems, system commands, implementation of various environment shells, script construction and network management. Lab exercises under the Linux Operating System to demonstrate proper system management techniques. (L,M)</p>
<p>IT 42A Internet Literacy and Safety 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i></p> <p>Exposes the student to a wide range of topics relating to the Internet. Students will learn how to perform basic searches, work with email, manage and tune the web browser, and make the Internet a practical and functional part of everyday life. Designed to ease the fears of the novice and enhance the ability of the intermediate user. (L)</p>	<p>IT 44A A+ Test Certification 4 units</p> <p><i>54 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i></p> <p>Fundamentals of personal computer (PC) hardware, including ports, boards, buses, memory, disk drives, controllers, monitors, and printers, as well as PC configuration, preventive maintenance, and diagnostics. Course stresses the skills required to pass the CompTIAA+ Certification Test. Computer-aided instruction and lab exercises included. (L,M)</p>
<p>IT 42B Web Page Management and Design 3 units</p> <p><i>27 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i></p> <p>Fundamentals of Web publishing using Adobe Systems Sponsored Curriculum and software from Cisco Academies world-wide program. The course will focus on HTML, design, writing, editing, and maintenance of web pages; emphasis on web page elements such as HTML, image editing, ADA design, and project management. Real-life informational and interactive presentations to include testing and maintenance of web sites on the World Wide Web. (L)</p>	<p>IT 44C Security + 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i></p> <p>The course provides an overview of network security basics including general security concepts, communication security, infrastructure security, operational and organizational security and cryptography basics. (L,M)</p>
<p>IT 42C Maximizing Internet Resources 1.5 units</p> <p><i>18 lecture hours</i> <i>Transferable to CSU</i></p> <p>Familiarizes students with techniques and tools to perform in-depth personal and/or academic research. Special attention will be paid to finding, organizing and managing online resources, email and other forms of electronic storage and transfer, different methods for determining credibility and citation of electronic resources. (L)</p>	<p>IT 44D Digital Imaging For Small Office Home Office 2 units</p> <p><i>27 lecture hours, 27 lab hours</i> <i>Transferable to CSU</i></p> <p>An introduction to digital photography that explores the composition and aesthetics of photography. Emphasis is on concepts and techniques of image manipulation software. The course addresses printing and displaying photographic portfolios. It will show the use of digital images in webpage and graphic publications. Not open to students with credit in BCA 44D. (L)</p>
<p>IT 42D Web Tools for Business 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i></p> <p>Exposure to different web-enabled tools useful in business settings. Tools will include web enabled email packages, the ability to manage email accounts, file sharing systems, encryption to protect data. Student will be able to install, back up and manage tools upon completion of the course. (L,M)</p>	<p>IT 44N Network Plus N+ Test Certification 4 units</p> <p><i>54 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i></p> <p>Fundamentals of networking hardware and software including network topology, OSI (open system interconnect) communications model, networking practices, installation, maintaining and troubleshooting network hardware and software. Course stresses skills required to pass the CompTIA N+ Certification Test. Lecture, computer-aided instruction and lab exercises are included. (L,M)</p>

Programs and Courses

IT 45A **Supporting Network Clients** **3 units**
54 lecture hours
Transferable to CSU
 Implementation and support of network clients, which includes installation and deployment, configuration, administration, monitoring, and troubleshooting. Preparation for certification examination. (L,M)

IT 45B **Supporting Network Servers** **3 units**
54 lecture hours
Transferable to CSU
 Implementation and support of network servers, which includes installation and deployment, configuration, administration, monitoring and troubleshooting. Provide network services such as file and print, security, fault-tolerance, printing, remote access and cross-platform, multi-protocol interoperability. Preparation for certification examination. Knowledge of supporting network clients is highly recommended. (L,M)

IT 47 **Identify Theft** **1 unit**
18 lecture hours
Transferable to CSU
 This course will provide students with the resources to prevent, detect, react, and recover from identify theft. Material presented will be applicable to both small business and the individual and will help minimize damage and expedite recovery from theft. Not open to students with credit in BCA 47. Grades are P/NP. (L)

IT 47D **Enterprise Desktop Support Technician** **3 units**
54 lecture hours
Transferable to CSU
 Implementation and support of network clients, which includes installation and deployment, configuration, administration, monitoring, and troubleshooting. Preparation for certification examination. (L,M)

PERSONNEL MANAGEMENT (Associate in Science)	
Required Courses	Units
GNBUS 10 Introduction to Global Business.....	3
GNBUS 18A Business Law	3
GNBUS 56 Business Mathematics.....	3
MGMT 5 Introduction to Supervision	3
MGMT 10 Principles of Management.....	3
MGMT 35 Management Psychology	3
Plus 3 units from the following:	
BCA 15 Business Computer Applications - Beginning.....	3
OA 52/GNBUS 52 Business English	3
PSYCH 1A General Psychology.....	3
SPECH 1 Public Speaking OR	3
SPECH 6 Group Communication.....	3
Total units required for degree major.....	21

RETAIL MANAGEMENT (Certificate of Achievement)	
Required Courses	Units
ACCT 10A General Accounting	4
BCA 15 Business Computer Applications - Beginning.....	3
GNBUS 56 Business Mathematics.....	3
GNBUS 10 Introduction to Global Business	3
GNBUS 18A Business Law	3
MGMT 10 Principles of Management	3
MGMT 15 Human Resource Management.....	3
MGMT 35 Management Psychology	3
MKT 82 Marketing Management	3
OA 21 Business Communications	3
SPECH 1 Public Speaking	3
Total units required	34

Small Business Management

The Small Business Management Associate in Science Degree is primarily for students who plan to manage a small business or work in a small business environment. The Small Business curriculum provides students with the basic understanding of existing business practices. Students will be able to understand and apply the principles of business ethics, social responsibilities of a business, basic functions of management, and the qualifications required in business management and/or ownership.

SMALL BUSINESS MANAGEMENT (Associate in Science)	
Required Courses	Units
ACCT 3 Computerized Accounting.....	3
BCA 15 Business Computer Applications - Beginning.....	3
GNBUS 10 Introduction to Global Business	3
GNBUS 18A Business Law	3
GNBUS 52/OA 52 Business English	3
GNBUS 56 Business Mathematics.....	3
Total units required for degree major	18
Additional Recommended Courses:	
BCA 33A Introduction to Excel.....	1
BCA 34 Advanced Excel.....	1
MGMT 5 Introduction to Supervision	3
MGMT 10 Principles of Management	3
MGMT 35 Management Psychology	3

Programs and Courses

ADVANCED SMALL BUSINESS MANAGEMENT (Certificate of Achievement)

Required Courses	Units
BCA 15 Business Computer Applications - Beginning.....	3
GNBUS 18A Business Law	3
MGMT 5 Introduction to Supervision OR.....	3
MGMT 10 Principles of Management	3
MGMT 35 Management Psychology	3
Plus 15 units from the following:	
ACCT 1L Principles of Accounting-Financial OR	4.5
ACCT 10A General Accounting.....	4
GNBUS 10 Intro. to Global Business.....	3
GNBUS 25 Career Planning.....	3
GNBUS 56 Business Mathematics.....	3
OA 52 Business English	3
Total units required	27

SMALL BUSINESS MANAGEMENT (Certificate of Achievement)

Required Courses	Units
BCA 15R Business Computer Applications - Beginning.....	3
GNBUS 10 Intro. to Global Business.....	3
GNBUS 18A Business Law	3
MGMT 5 Introduction to Supervision OR	3
MGMT10 Principles of Management	3
MGMT 35 Management Psychology	3
Total units required	15

MGMT 5 Introduction to Supervision 3 units

54 lecture hours
Transferable to CSU
Introduction to the role of the supervisor and understanding of the basic fundamentals of supervision. A practical course designed for the potential working supervisor. (L)

MGMT 10 Principles of Management 3 units

54 lecture hours
Transferable to CSU
Managerial and organizational theory and practice; planning, organizing, influencing, and controlling. Focusing on the role, functions, and responsibilities of management in a contemporary organization. (L)

MGMT 14 Entrepreneurship 3 units

54 lecture hours
Transferable to CSU
Principles of establishing and managing a small business, including the preparation of a business plan; emphasis on goal-setting, types of business organizations, obtaining licenses and permits, financing options, accounting aspects, legal requirements, managing the enterprise, and other aspects in business entrepreneurship. Not open to students with credit in AG 14. (L,M)

MGMT 15 Human Resource Management 3 units

54 lecture hours
Transferable to CSU
Foundations for the contemporary theory and practices relating to the management of people; managing human resources within an organization; basic personnel processes. (L)

MGMT 35 Management Psychology 3 units

54 lecture hours
Transferable to CSU
Assists students in understanding and applying theories of management and psychology to human behavior in the workplace. Increases awareness of individual and group behaviors, conflict, resolution, and organizational dynamics. (L)

Marketing

MKT 75 Business Promotional Planning 3 units

54 lecture hours
Principles of, and practices in, the planning and executing of a sales promotional plan. Not open for credit to student with credit in MKT 75. (L)

MKT 82 Marketing Management 3 units

54 lecture hours
Principles and procedures of modern marketing, including the process of planning a marketing design, pricing, promotion, and distribution of ideas, goods, and services. (L)



Programs and Courses

Office Administration

ADMINISTRATIVE ASSISTANT (Associate in Science)

Required Courses	Units
GNBUS 56 Business Mathematics.....	3
OA 15B Intermediate Keyboarding.....	3
OA 17B Word Processing II.....	3
OA 21 Business Communications.....	3
OA 22 Machine Calculations.....	1.5
OA 52/GNBUS 52 Business English.....	3
OA 53 Filing.....	1
OA 60 General Office Procedures.....	4
OA 61 Advanced Office Procedures.....	4
Total units required for degree major.....	25.5
Additional Recommended Courses	
ACCT 10A, ACCT 1L, ACCT 2L.....	4-5
BCA 15 Business Computer Applications - Beginning.....	3
BCA 22A Introduction to Microsoft Word.....	1
BCA 22B Advanced Microsoft Word.....	1
BCA 37A Introduction to Access.....	1
BCA 41B Windows XP.....	1
CWEE 45 Occ. Wrk Experience.....	1-4
GNBUS 10 Introduction to Global Business.....	3
GNBUS 18A Business Law.....	3
OA 15C Advanced Keyboarding.....	3
MGMT 5 Introduction to Supervision.....	3
MGMT 10 Principles of Management.....	3
MGMT 15 Human Resources Management.....	3
SPECH 1 Public Speaking.....	3

ADMINISTRATIVE ASSISTANT (Certificate of Achievement)

Required Courses	Units
OA 15B Intermediate Keyboarding.....	3
OA 17A Word Processing I.....	3
OA 17B Word Processing II.....	3
OA 22 Machine Calculations.....	1.5
OA 21 Business Communications.....	3
OA 52 Business English.....	3
OA 53 Filing.....	1
OA 60 General Office Procedures.....	4
OA 61 Advanced Office Procedures.....	4
Total units required.....	25.5

LEGAL OFFICE SKILLS (Associate in Science)

Required Courses	Units
BCA 33A Introduction to Excel.....	1
OA 15B Intermediate Keyboarding.....	3
OA 17A Word Processing I.....	3
OA 17B Word Processing II.....	3
OA 52 Business English.....	3
OA 53 Filing.....	1
OA 60 General Office Procedures.....	4
OA 63 Legal Office Procedures.....	3
Total units required for degree major.....	21
Additional Recommended Courses:	
ACCT 10A General Accounting OR.....	4
ACCT 1L Principles of Accounting-Financial.....	4.5
ACCT 2L Principles of Accounting-Managerial.....	5
BCA 15 Business Computer Applications - Beginning.....	3
BCA 22A Introduction Microsoft Word.....	1
BCA 22B Advanced Microsoft Word.....	1
BCA 37A Introduction to Access.....	1
BCA 41B Windows XP.....	1
GNBUS 10 Intro. to Global Business.....	3
GNBUS 18A Business Law or equivalent.....	3
OA 21 Business Communications.....	3
OA 22 Machine Calculations.....	1.5
OA 61 Advanced Office Procedures.....	4
MGMT 5 Introduction to Supervision.....	3
MGMT 10 Principles of Management.....	3

MEDICAL OFFICE SKILLS (Associate in Science)

Required Courses	Units
GNBUS 56 Business Mathematics.....	3
NURS 51 Medical Terminology.....	3
OA 15B Intermediate Keyboarding.....	3
OA 17B Word Processing II.....	3
OA 52/GNBUS 52 Business English.....	3
OA 55 Medical Transcription.....	3
OA 65 Medical Office Procedures.....	3
Total units required for degree major.....	21
Additional Recommended Courses:	
ACCT 10A General Accounting OR.....	4
ACCT 1L Prin. of Accounting-Financial.....	4.5
BCA 15 Business Computer Applications - Beginning.....	3
BCA 33A Introduction to Excel.....	1
BCA 37A Introduction to Access.....	1
BCA 41B Windows XP.....	1
GNBUS 10 Intro. to Global Business.....	3
GNBUS 18A Business Law.....	3
OA 17A Word Processing I.....	3
OA 21 Business Communications.....	3
OA 22 Machine Calculations.....	1.5
OA 53 Filing.....	1
OA 60 General Office Procedures.....	4
OA 61 Advanced Office Procedures.....	4
MGMT 5 Introduction to Supervision.....	3
MGMT 10 Principles of Management.....	3
SPECH 1 Public Speaking.....	3

Programs and Courses

WORD PROCESSING (Associate in Science)

Required Courses	Units
BCA 15 Business Computer Applications.....	3
BCA 41B Windows XP.....	1
OA 15B Intermediate Keyboarding.....	3
OA 17A Word Processing I.....	3
OA 17B Word Processing II.....	3
OA 21 Business Communications.....	3
OA 53 Filing.....	1
OA 60 General Office Procedures.....	4
OA 61 Advanced Office Procedures.....	4
Total units required for degree major.....	25

OA 15A Beginning Keyboarding 3 units
36 lecture hours, 54 lab hours
Transferable to CSU
 Acquire basic beginning level of keyboarding and basic document formatting. (L) (CLC Only)

OA 15A-1 Beginning Keyboarding 1 1 unit
12 lecture hours, 18 lab hours
Transferable to CSU
 Develop basic keyboarding skills using an alphanumeric keyboard. Students must be able to pass two 5-minute timings and a final for credit in the class. Students must pass this class before going on to higher levels of typing. This is the first course in a series of three modules to improve student typing skills and acquire a basic beginning level of keyboarding. Not open to students with credit in OA15A, 15B, 15C or one or more units of OA 15O. (L) (CLC Only)

OA15A-2 Beginning Keyboarding 2 1 unit
12 lecture hours, 18 lab hours
Prerequisite: OA15A-1
Transferable to CSU
 Further development of keyboarding skills using an alphanumeric keyboard and begin to learn basic formatting skills. Students must be able to pass two 5-minute timings and a final for credit in the class. Students must pass this class before going on to higher levels of typing. This is the second course in a series of three modules to improve student typing skills, acquire a basic beginning level of keyboarding, and basic document formatting. Not open to students with credit in OA15A, 15B, 15C or two or more units of OA 15O. (L) (CLC Only)

OA15A-3 Beginning Keyboarding 3 1 unit
12 lecture hours, 18 lab hours
Prerequisite: OA 15A-2
Transferable to CSU
 Mastery of keyboarding skills using an alphanumeric keyboard while enhancing basic formatting skills. Students must be able to pass two 5-minute timings and a final for credit in the class. Students must pass this class before going on to higher levels of typing. This is the third course in a series of three modules to improve student typing skills, to acquire a basic beginning level of keyboarding, and basic document formatting. Not open to students with credit in OA15A, 15B, 15C or three or more units in OA 15O. (L) (CLC Only)

OA 15B Intermediate Keyboarding 3 units
36 lecture hours, 54 lab hours
Transferable to CSU
 Refinement of basic keyboarding skills and to complete more advanced level of document formatting to the intermediate level of competency. (L) (CLC Only)

OA15B-1 Intermediate Keyboarding 1 1 unit
12 lecture hours, 18 lab hours
Prerequisite: OA 15A-3
Transferable to CSU
 Refinement of keyboarding skills using an alphanumeric keyboard and learn intermediate formatting skills. Students must be able to pass two 5-minute timings and a final for credit in the class. Students must pass this class before going on to higher levels of typing. This is the first course in a series of three modules to refine basic keyboarding skills and complete additional levels of document formatting to intermediate competency. Not open to students with credit in OA15A, 15B, 15C or four or more units in OA 15R-O. (L) (CLC Only)

OA 15B-2 Intermediate Keyboarding 2 1 unit
12 lecture hours, 18 lab hours
Prerequisite: OA15B-1
Transferable to CSU
 Further refinement of keyboarding skills using an alphanumeric keyboard and enhance advanced formatting skills. Students must be able to pass two 5-minute timings and a final for credit in the class. Students must pass this class before going on to higher levels of typing. This is the second course in a series of three modules to refine basic keyboarding skills and complete additional levels of document formatting to intermediate competency. Not open to students with credit in OA15A, 15B, 15C or five or more units in OA 15R-O. (L) (CLC Only)

OA15B-3 Intermediate Keyboarding 3 1 unit
12 lecture hours, 18 lab hours
Prerequisite: OA15B-2
Transferable to CSU
 Mastery of keyboarding skills using an alphanumeric keyboard while becoming proficient in the use of advanced formatting skills. Students must be able to pass two 5-minute timings and a final for credit in the class. Students must pass this class before going on to higher levels of typing. This is the third course in a series of three modules to refine basic keyboarding skills and complete additional levels of document formatting to intermediate competency. Not open to students with credit in OA15A, 15B, 15C or six or more units in OA 15R-O. (L) (CLC Only)

OA15C Advanced Keyboarding 3 units
36 lecture hours, 54 lab hours
Transferable to CSU
 Keyboarding skill development to the advanced professional level of competency. (L)

OA 15O Typewriting v1-3 units
9 lecture hours, 13.5 lab hours (1 unit)
18 lecture hours, 27 lab hours (2 units)
36 lecture hours, 54 lab hours (3 units)
Transferable to CSU
 Typewriting skill development to the advanced professional level of competency. Instruction will be on IBM or compatible computer. Open entry, open exit. (L) (CLC Only)

Programs and Courses

<p>OA 17A Word Processing I 3 units 36 lecture hours, 54 lab hours <i>Transferable to CSU</i> Introduction to basic word processing operations such as document formatting, editing, saving and retrieving, printing, and merging. (L)</p>	<p>OA 54A Beginning Medical Terminology 2 units 18 lecture hours, 54 lab hours Familiarization with medical terminology from programmed text outlining word structure, definitions, and usage. Primarily intended for those who are preparing for a career in health or business, with an emphasis on clerical support staff responsibilities. Not open to students with credit in OA 54. (L) (CLC Only)</p>
<p>OA 17B Word Processing II 3 units 36 lecture hours, 54 lab hours <i>Prerequisite:</i> OA 17A or equivalent recommended. <i>Transferable to CSU</i> Advanced word processing operations involving long and multiple-part documents, mail merge, forms, styles and themes, and work group features. (L)</p>	<p>OA 54B Advanced Medical Terminology 2 units 18 lecture hours, 54 lab hours <i>Prerequisite:</i> OA 54A Continuation of OA 54A; further development and refinement of medical terminology skills; primarily intended for those who are preparing for a career in health or business with an emphasis on clerical support staff responsibilities. (L) (CLC Only)</p>
<p>OA 21 Business Communications 3 units 54 lecture hours <i>Prerequisite:</i> OA 52 or GNBUS 52 with a grade of "C" or better <i>Transferable to CSU</i> Development and refinement of written and oral business communication skills including composing, editing, proofreading, and document preparation to mailable standards. Keyboarding/word processing skill (OA 15A, OA 17A, or equivalent is recommended) as all work must be typed. Not open to students with credit in GNBUS 21. (L)</p>	<p>OA 55 Medical Word Processing 3 units 36 lecture hours, 54 lab hours <i>Prerequisite:</i> OA 17B, OA 52 or GNBUS 52, NURS 51A and NURS 51B; or equivalent experience or course work; NURS 51B may be taken concurrently. Medical document editing utilizing partial speech recognition documentation/voice processing and transcription from physician dictation. Course work will encompass general medical/surgical and specialties such as OB-GYN, pediatrics, orthopedics, and cardiovascular medicine. (L)</p>
<p>OA 22 Machine Calculation 1.5 units 22.5 lecture hours, 13.5 lab hours <i>Transferable to CSU</i> Skill development in the operation of the electronic display and printing calculators. Functions include: addition, subtraction, multiplication, division, memory, percentages, and interest calculations to solve typical business problems. Speed and accuracy by touch method emphasized. (L,M)</p>	<p>OA 59 General Transcription 2 units 18 lecture hours, 36 lab hours Method and practice in editing and transcribing dictated business correspondence using transcribing machine units and computer-based word processing software. Material simulates correspondence in various areas of business. (L)</p>
<p>OA 22O Machine Calculation v.5-2 units 18 lecture hours, 36 lab hours <i>Transferable to CSU</i> Skill development in the operation of the electronic display and printing calculators. Functions include: addition, subtraction, multiplication, division, memory, percentages, and interest calculations to solve typical business problems. Speed and accuracy by touch method emphasized. Open-entry/open-exit. (CLC Only)</p>	<p>OA 60 General Office Procedures 4 units 54 lecture hours, 36 lab hours Skills and procedures necessary in an automated office. Office information systems technology and procedures; telecommunications; information processing; mail and phone systems; time management; public relations and human relations skills; and ethics. (L)</p>
<p>OA 51 Keyboarding 1 unit 12 lecture hours, 18 lab hours Develop basic keyboarding skills necessary for efficient data entry through a traditional alphanumeric keyboard. Designed for non-secretarial, non-clerical students: Instruction will be on the personal computer. Not open to students with credit in OA 15A, 15B, or 15C. (L)</p>	<p>OA 60L General Office Procedures 4 units 63 lecture hours, 27 lab hours Skills and procedures necessary in an automated office. Office information systems, technology and procedures; telecommunications; interpersonal communications; information processing; mail and phone systems; time management; public relations ethics, and human relations skills. Not open to students with credit in OA 60. (L,M,C)</p>
<p>OA 52 Business English 3 units 54 lecture hours A review of English grammar with applications for written and oral business communications. Not open to students with credit in GNBUS 52. (L)</p>	<p>OA 61 Advanced Office Procedures 4 units 54 lecture hours, 36 lab hours <i>Prerequisite:</i> OA 15B Develop and apply advanced level of principles, knowledge, and skills necessary for the proper operation of the automated office. Emphasis is placed on higher level administrative assistant skills such as analysis, communication, decision-making, and supervision principles. (L,M)</p>
<p>OA 53 Filing 1 unit 18 lecture hours, 9 lab hours Introduction to the methods in coding and filing business correspondence for manual storage and retrieval. Filing systems covered include alphabetic, serial numeric, terminal digit numeric, subject, and geographic.</p>	

Programs and Courses

OA 63 Legal Office Procedures 3 units
36 lecture hours, 54 lab hours

The legal office environment, current legal office procedures, and preparation of legal documents using automated equipment. Recommended: OA 15A-3 and OA 17A. (L,M)

OA 65 Medical Office Procedures 3 units
36 lecture hours, 36 lab hours

Prerequisite: OA 15A or OA 17A or equivalent is recommended (ability to use word processing software as all work must be typed).

Medical office duties, medical transcription, and training in preparation of medical records and standard forms; role of the allied health administrative medical assistant. (L)

Real Estate

RE 30 Real Estate Principles 3 units
54 lecture hours

Transferable to CSU

Introduction to real estate principles for the prospective broker, salesperson, informed participant, or observer. Required course for California Real Estate Exam. (L,M)

RE 91 California Real Estate Practices 3 units

54 lecture hours

Prerequisite: RE 30

The actual practice of real estate by putting what is learned in principles and life to use. Covers laws and regulations affecting dynamic and ever changing subjects such as: capital gains treatment of taxes, loan brokerage fees, interest rates, government participation loans, recovery fund amounts, agency relationships, Easton liabilities and other vital changes. Required course for Real Estate Broker License Examination and Real Estate Appraiser License Examination. (L,M)

RE 92 Real Estate Appraisal 3 units
54 lecture hours

Fundamentals of Real Estate appraisal stressing the residential market. Emphasis will be given to the forces which create and influence market value in real estate. Required course for Real Estate Broker License Examination. (L)

RE 93 California Real Estate Finance 3 units
54 lecture hours

Prerequisite: RE 30

This course will cover a thorough discussion of the development of financing mechanisms through the ages, including a thorough understanding of the secondary money market and an emphasis on currently widely used methods of finance in California. Required course for California Real Estate Agent Examination. (L,M)

Chemistry

CHEMISTRY (Associate in Science)

Required Courses	Units
CHEM 1A General Chemistry.....	5
CHEM 1B General Chemistry.....	5
CHEM 18A Organic Chemistry for Health & Life Sciences I....	4
CHEM 18B Organic Chemistry for Health & Life Sciences II ..	4
MATH 1A First Year Calculus.....	5
MATH 1B First Year Calculus.....	4
Plus the following:	
PHYS 2A General Physics	3
PHYS 3A General Physics Lab	1
PHYS 2B General Physics	3
PHYS 3B General Physics Lab OR.....	1
PHYS 4A Mechanics.....	4
PHYS 4B Electromagnetism.....	4
Total units required for degree major.....	35

CHEM 1A General Chemistry 5 units
54 lecture hours, 108 lab hours

Prerequisite: MATH 52 or equivalent with a "C" or higher, and one year of high school chemistry with a grade of "B" or higher, or CHEM 2A or CHEM 50 or equivalent with a grade of "C" or higher.

Transferable to CSU/UC - UC Unit Limit

Fundamental principles of inorganic chemistry; nomenclature of inorganic compounds, chemical formulas, equations, and reactions; stoichiometry; structure of atoms, ions, and molecules and periodic table; oxidation-reduction and acid-base reactions; equilibrium, gas laws; thermochemistry and equilibrium. (L,M)

CHEM 1B General Chemistry 5 units
54 lecture hours, 108 lab hours

Prerequisite: CHEM 1A with a grade of "C" or better

Transferable to CSU/UC - UC Unit Limit

Continuation of the development of fundamental principles of chemistry and application of principles developed in CHEM 1A. Principles of inorganic chemistry, including intermolecular forces, solutions, colligative properties, kinetics; further aspects of equilibrium including acid-base and solubility equilibrium, thermodynamics, electrochemistry, descriptive chemistry, and qualitative analysis; coordination chemistry. Nuclear chemistry may be presented as time permits. (L,M)

CHEM 2A Introductory Chemistry 5 units
54 lecture hours, 108 lab hours

Transferable to CSU/UC - UC Unit Limit

Introduction to fundamental principles of inorganic chemistry; structure and bonding, nomenclature, chemical equations and reactions, stoichiometry, acids, bases, and chemical equilibrium, redox, gases, solutions, and nuclear chemistry. Not open to students with credit in CHEM 1A or equivalent. MATH 50 with a "C" or better strongly recommended. (L,M)

CHEM 2B Introductory Chemistry 4 units
54 lecture hours, 54 lab hours

Prerequisite: CHEM 1A or CHEM 2A
Transferable to CSU/UC - UC Unit Limit
 Introduction to fundamental concepts of organic and biochemistry. Topics of instruction include (1) structure, nomenclature, and reactions of some organic compounds and drugs, (2) stereochemistry, (3) structure and metabolism of carbohydrates, lipids, proteins, enzyme activity and inhibition, nucleic acids and DNA, and (4) bioenergetics. Completion of this course along with CHEM 2A is designed to satisfy the requirements of those allied-health career programs which require two semesters of chemistry. (L,M)

CHEM 10 Concepts of Chemistry 3 units
54 lecture hours

Transferable to CSU/UC - UC Unit Limit
 A survey of basic concepts and practices of chemistry. Designed for non-science majors desiring an introduction to fundamental chemistry concepts and skills. Not intended for students who will enroll in subsequent chemistry coursework. (L)

CHEM 18A Organic Chemistry for Health and Life Sciences 4 units

54 lecture hours, 54 lab hours
Prerequisite: CHEM 1B with a grade of "C" or better
Transferable to CSU/UC
 Designed for students planning professional school studies in health and life sciences. A rigorous, in-depth presentation of basic principles with emphasis on stereochemistry and spectroscopy and preparations and reactions of aromatic and nonaromatic hydrocarbons, haloalkanes, alcohols and ethers. Reactions include Sn1, Sn2, E1 and E2. (M)

CHEM 18B Organic Chemistry for Health and Life Sciences - Second semester 4 units

54 lecture hours, 54 lab hours
Prerequisite: CHEM 18A with a grade of "C" or better
Transferable to CSU/UC
 A continuation of CHEM 18A. Designed for students planning professional school studies in health and life sciences. Emphasis on the preparation, reactions and identification of organometallic compounds, aldehydes, ketones, carboxylic acids, and their derivatives, alkyl and acyl amines, B-dicarbonyl compounds, and various classes of naturally occurring, biologically important compounds. (M)

CHEM 60 Allied Health Chemistry 5 units
54 lecture hours, 108 lab hours

Prerequisite: MATH 50 or equivalent
 Introduction to fundamental principles of General, Organic and Biochemistry. Covers: structure and bonding, organic nomenclature, chemical equations and reactions, acids and bases, chemical equilibrium, nuclear chemistry, hydrocarbons, carbohydrates, lipids, proteins, enzymes and metabolism. Does not meet prerequisite for CHEM 1A or CHEM 2B. (L,M)

COMMUNICATIONS (see Speech)

Computer Science

COMPUTER SCIENCE (Associate in Science)

Required Courses	Units
COMSC 9A C++ Programming.....	3
COMSC 9B Data Structures.....	3
Plus 12 units from the following:	
COMSC 6 BASIC Programming.....	3
COMSC 7 Intro. to Visual Basic Programming.....	3
COMSC 11 Advanced C++ Programming.....	3
COMSC 12 JAVA Programming.....	3
COMSC 43A Unix System Management.....	3
Total units required for degree major.....	18
Additional Recommended Courses:	
MATH 1A Calculus.....	5
MATH 1B Calculus.....	4
MATH 25 Finite Math.....	3
STAT 1 Introduction to Statistical Methods.....	4

COMPUTER SCIENCE (Certificate of Achievement)

Required Courses	Units
COMSC 9A C++ Programming.....	3
Plus 15 units from the following:	
COMSC 2 Computer Assembly Language.....	4
COMSC 6 BASIC Programming.....	3
COMSC 7 Intro. to Visual Basic Programming.....	3
COMSC 10L Computer Literacy.....	3
COMSC 11 Advanced C++ Programming.....	3
COMSC 12 JAVA Programming.....	3
COMSC 43A Unix System Management.....	3
Total units required for degree major.....	18

COMSC 2 Computer Assembly Language 4 units

54 lecture hours, 54 lab hours
Transferable to CSU/UC
 Basic operating principles and structure of digital computers, including addressing modes, stack manipulation, interrupt processing, fixed and floating point formats, subroutines, features of assemblers, directives, symbol tables, and macros; programs are written using typical operating systems and machine language for typical modern processors. Not open to students with credit in ELECT 25. (L,M)

COMSC 6 Basic Programming 3 units
36 lecture hours, 36 lab hours

Corequisite: COMSC 13
Transferable to CSU/UC
 Introduction to programming on microcomputers using the language QBASIC, including problem-solving techniques, developing algorithms, coding solutions, and debugging programs. (L,M)

Programs and Courses

<p>COMSC 7 Introduction to Visual Basic Programming 3 units 36 lecture hours, 36 lab hours Corequisite: COMSC 13 Transferable to CSU/UC Introduction to event-driven programming in the Windows environment using Microsoft Visual BASIC.Net. Intended for those with prior experience or course work in at least one formal programming language. Includes objects, properties, user interface, forms, event procedures, custom controls, graphics, data access, report creation, and debugging methods. (L,M)</p>	<p>COMSC 13 Computer Lab 0 units 36 lab hours Corequisite: Concurrent enrollment in COMSC 6, 7, 9A, 9B, 10L, 11, 12, and 20 Transferable to CSU Laboratory required for students enrolled in computer language courses COMSC 6, 7, 9A, 9B, 10L, 11, 12, and 20.</p>
<p>COMSC 9A C++ Programming 3 units 36 lecture hours, 36 lab hours Corequisite: COMSC 13. COMSC 6 is strongly recommended. Transferable to CSU/UC Introduction to the C++ programming language. Emphasis on structured programming methods, object-oriented design, and structured data types. The programming cycle from problem-solving to debugging is emphasized. (L,M)</p>	<p>COMSC 20 Web Publishing with HTML 3 units 36 lecture hours, 36 lab hours OR 36 lecture hours (with concurrent enrollment in COMSC 13) Corequisite: Concurrent enrollment in COMSC 13 Transferable to CSU Fundamentals of Web publishing using HTML. Covering design, writing, and maintenance of web pages. Emphasis on real-life informational and interactive presentation to include testing, revising, and maintenance of web presentations on the World Wide Web. (L)</p>
<p>COMSC 9B Data Structures 3 units 36 lecture hours, 36 lab hours Prerequisite: COMSC 9A with a "C" or better grade. Corequisite: COMSC 13 Transferable to CSU/UC A continuation of Computer Science 9A using Object Oriented Programming techniques. An introduction to abstract data types, algorithm analysis, data structures including lists, hash tables, trees, and graphs. Required for Computer Science majors. (L,M)</p>	<p>COMSC 43A Unix System Management 3 units 36 lecture hours, 36 lab hours Transferable to CSU Responsibilities and operations of a Unix System Manager, including installation of a Unix type operating system, management of the file structure, user creation, security systems, system commands, implementation of various environment shells, script construction and network management. Lab exercises under the Linux Operating System to demonstrate proper system management techniques. (L,M)</p>
<p>COMSC 10L Computer Literacy 3 units 45 lecture hours, 18 lab hours OR 36 lecture hours, 36 lab hours Corequisite: Concurrent enrollment in COMSC 13 Transferable to CSU/UC Introduction to the computer and its applications. A survey of the history of computers, hardware, software, social aspects, and problem-solving techniques; hands-on microcomputer object oriented programming will be examined. (L,M)</p>	<p>COMSC 44A A+ Test Certification 4 units 54 lecture hours, 54 lab hours Transferable to CSU Fundamentals of personal computer (PC) hardware including ports, boards, buses, memory, disk drives, controllers, monitors, and printers, as well as PC configuration, preventive maintenance, and diagnostics. Course stresses the skills required to pass the CompTIA A+ Certification Test. Computer-aided instruction and lab exercises included. (L,M)</p>
<p>COMSC 11 Advanced C++ Programming 3 units 36 lecture hours, 36 lab hours Prerequisite: COMSC 9A or equivalent Corequisite: COMSC 13 Transferable to CSU/UC Topics in object-oriented programming using the C++ programming language, including C++ programming techniques, streaming input/output, dynamic memory allocation, classes and data abstraction, operator overloading, inheritance, and polymorphism. (L,M)</p>	<p>COMSC 44C Security + 3 units 54 lecture hours Transferable to CSU The course provides an overview of network security basics including general security concepts, communication security, infrastructure security, operational and organizational security and cryptography basics. (L,M)</p>
<p>COMSC 12 Java Programming 3 units 36 lecture hours, 36 lab hours OR 36 lecture hours (with concurrent enrollment in COMSC 13) Corequisite: Concurrent enrollment in COMSC 13 Transferable to CSU/UC Introduction to Java Programming. Intended for those with prior experience or course work in at least one formal programming language, preferably C or C++. Topics include: Java and HTML, Applet user interfaces, graphics and multimedia, objects, classes and methods, input and output and output streaming, networking, threads, packages, the Java AWT and API. (L,M)</p>	<p>COMSC 44N Network Plus N+ Test Certification 4 units 54 lecture hours, 54 lab hours Transferable to CSU Fundamentals of networking hardware and software including network topology, OSI (open system interconnect) communications model, networking practices, installation, maintaining and troubleshooting network hardware and software. Course stresses skills required to pass the CompTIA N+ Certification Test. Lecture, computer-aided instruction and lab exercises are included. (L,M)</p>

Cooperative Work Experience Education

CWEE 44A General Work Experience v1-6 units

60-300 lab hours

Corequisite: Must have a volunteer position.

Transferable to CSU

Coordination of on-the-job learning with college experience to develop desirable work habits, attitudes, and career awareness through supervised "volunteer" employment. A maximum of sixteen (16) semester units can be earned in General Work Experience during a student's enrollment at Yuba College with a six (6) unit maximum in any one semester. Students enrolled in this class are not eligible for other Cooperative Work Experience/Internship classes during the same semester. Students may not exceed sixteen (16) units in the combination of programs (CWEE 44A/B; CWEE 45A/B or INTRN 46A/B.) (L)

CWEE 44B General Work Experience v1-6 units

75-450 lab hours

Corequisite: Must have a paid position.

Transferable to CSU

Coordination of on-the-job learning with college experience to develop desirable work habits, attitudes, and career awareness through supervised "paid" employment. A maximum of sixteen (16) semester units can be earned in General Work Experience during a student's enrollment at Yuba College with a six (6) unit maximum in any one semester. Students enrolled in this class are not eligible for other Cooperative Work Experience/Internship classes during the same semester. Students may not exceed sixteen (16) units in the combination of programs (CWEE 44A/B; CWEE 45A/B or INTRN 46A/B.) (L)

CWEE 45A Occupational Work Experience v1-8 units

60-480 lab hours

Corequisite: Must have a volunteer position.

Transferable to CSU

Coordination of on-the-job learning within career path to improve employment skills and career goals through supervised "volunteer" employment. A maximum of sixteen (16) semester units can be earned in Occupational Work Experience during a student's enrollment at the college, with an eight (8) unit maximum in any one semester. Students enrolling in this class are not eligible for other Cooperative Work Experience/Internship classes during the same semester. Students may not exceed sixteen (16) units in the combination of programs (CWEE 44A/B; CWEE 45A/B or INTRN 46A/B.) (L)

CWEE 45B Occupational Work Experience v1-8 units

75-600 lab hours

Corequisite: Must have a paid position.

Transferable to CSU

Coordination of on-the-job learning within career path to improve employment skills and career goals through supervised "paid" employment. A maximum of sixteen (16) semester units can be earned in Occupational Work Experience during a student's enrollment at the college, with an eight (8) unit maximum in any one semester. Students enrolling in this class are not eligible for other Cooperative Work Experience/Internship classes during the same semester. Students may not exceed sixteen (16) units in the combination of programs (CWEE 44A/B; CWEE 45A/B or INTRN 46A/B.) (L)

CORRECTIONS

(see Administration of Justice)

Cosmetology

Yuba College, in cooperation with Sutter Beauty College in Yuba City offers an associate degree with an emphasis in Cosmetology. The academic requirements for the degree are completed at Yuba College, and the vocational-professional requirements at of the beauty college.

All beauty colleges are licensed and governed, under the State of California Cosmetology Act, by the Department of Professional and Vocational Standards, and provide a complete course of 1600 hours of training. Yuba College awards forty units of credit for this 1600 hours of vocational training. Upon successful completion of additional academic course work satisfying General Education graduation requirements, students receive the associate degree. The academic course work may be taken before, during, or after completion of the vocational training. Students must be at least 17 years of age and have completed the 10th grade level or equivalent to be eligible to take the California State Board of Cosmetology Examinations.

The vocational course work will include theory, modeling, reception or desk work, laboratory, wet hairdressing, shampoo and comb-out, hair cutting and shaping, permanent waving, hair coloring and bleaching, scalp and hair treatment, facials, makeup and arching, manicuring, and miscellaneous studies. Academic work at Yuba College will be in courses as selected by the student and counselor, to meet the requirements for the associate degree as listed elsewhere in this Catalog.

The Cosmetology program is in operation throughout the academic year, including the summer months. In addition, a 400-hour Manicuring program is offered.

Programs and Courses

COSMETOLOGY

(Associate in Science)

Required Courses	Units
Cosmetology.....	40
Total units required for degree major.....	40
Additional Required Units:	
General Education Requirements	18
Total units required for degree.....	58

COSMETOLOGY

(Certificate of Achievement)

Students may earn a Certificate of Achievement upon successful completion of 1600 hours of vocational training in Cosmetology.

Required Courses	Units
Cosmetology.....	40
Total units required.....	40

COSMT 54 Introduction to Cosmetology 5 units

38 lecture hours, 162 lab hours

Prerequisite: Satisfactory completion of 10th grade or a minimum age of 16 years.

Introduction to theory, techniques, and technical knowledge required for employment as a licensed cosmetologist. First in a series designed to prepare for examination for a cosmetologist license. Not open to students with credit in COSMT 201. (L,M)

COSMT 55 Intermediate Cosmetology 5 units

38 lecture hours, 162 lab hours

Prerequisite: Satisfactory completion of 10th grade or a minimum age of 16 years.

Instruction of theory, techniques, and salon skills at the intermediate level in all phases of Cosmetology. Second in a series designed to prepare students for a cosmetologist license. (L,M)

COSMT 56 Cosmetology Practical 5 units

38 lecture hours, 162 lab hours

Prerequisite: Satisfactory completion of 10th grade or a minimum age of 16 years.

Supervised instruction for perfection of technical skills in cosmetology. Third in a series designed to prepare student for examination for licensing as a cosmetologist. (L,M)

COSMT 60 Manicuring 5 units

38 lecture hours, 162 lab hours

Prerequisite: Satisfactory completion of 10th grade or a minimum age of 16 years.

Preparation for the Board of Cosmetology Manicurist Examination; includes theory, manicure, pedicure, artificial nails/tips/wraps, sanitation, and bacteriology; training and experience as a receptionist is provided. Program completion requires 400 hours of attendance.

COSMT 220 Instructor Training Course 15 units

150 lecture hours, 450 lab hours

Prerequisite: Valid CA Cosmetology License

Advanced training for individuals who intend to seek employment as cosmetology instructors; meets requirements of the California Bureau of Barbering and Cosmetology. Open-entry, open-exit. License requires 600 hours of total instruction.

Counseling

COUNS 10 College Success 3 units

54 lecture hours

Transferable to CSU/UC

Study skills and knowledge necessary to college success, including time management, memory techniques, note taking, reading skills, test-taking skills, critical thinking, writing, learning styles, diversity, communication skills, career planning, assessment, and other resources. (L)

COUNS 12 Life Transitions 1 unit

18 lecture hours

Transferable to CSU

Explores topics basic to the transitions and challenges that students face when they change careers, educational goals, and experience losses. Emphasis will be placed on personal assessment, academic planning, personal goal setting and relationships. (L)

COUNS 15 Orientation to College 1 unit

18 lecture hours

Transferable to CSU

Designed to provide students with information and skills to facilitate their transition to college. Familiarize students with the college community, rules, regulations, and policies. Introduce the use of student and campus services. Develop a thorough understanding of program requirements and the knowledge necessary for sound educational planning. (L)

COUNS 15A Orientation to College .5 unit

9 lecture hours

Transferable to CSU

Designed to provide students with information and skills to facilitate their transition to college. Familiarize students with the college community, rules, regulations, and policies. Introduce the use of student and campus services. Develop a thorough understanding of program requirements and the knowledge necessary for sound educational planning. (L)

COUNS 15B Orientation to College .5 unit

18 lecture hours

Transferable to CSU

Designed to provide students with information and skills to facilitate their transition to college. Familiarize students with the college community, rules, regulations, and policies. Introduce the use of student and campus services. Develop a thorough understanding of program requirements and the knowledge necessary for sound educational planning (L)

COUNS 22 Peer Advising Seminar v2-3 units

36 lecture hours (2 units)

54 lecture hours (3 units)

Transferable to CSU

Designed for peer advisors. Methods of working with students from a wide variety of backgrounds, with the emphasis on individualized assistance to help in all areas of counseling; orientation to materials and resources; development of interpersonal skills. (L)

Programs and Courses

<p>COUNS 25 Career Planning and Development 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i></p> <p>Survey of techniques of career exploration and selection. In the context of a study of the changes that occur during a typical life span, each student will construct a personal profile of current and projected interests, aptitudes, skills, values, personality, and life and personal circumstances. Not open to students with credit in GNBUS 25 or PSYCH 25. (L)</p>	<p>COUNS 44B Assertive Communication Skills .5 unit</p> <p><i>9 lecture hours</i> <i>Transferable to CSU</i></p> <p>A study of advanced theory and practice of assertive communication skills in both personal and business settings, including dealing with criticism, anger, manipulation, negotiation, and confrontation. Not open to students with credit in COUNS 44. (L)</p>
<p>COUNS 30 Transfer Preparation 2 units</p> <p><i>36 lecture hours</i> <i>Transferable to CSU</i></p> <p>Preparation for a successful transfer experience to a university; emphasis on understanding the public and private university systems in California. (L)</p>	<p>COUNS 45 Career College Planning 1 unit</p> <p><i>18 lecture hours</i> <i>Transferable to CSU</i></p> <p>Designed to assist student in the decision-making process as it relates to maximizing potential in career, education, and personal development. Contact Counseling Department to schedule an appointment within one week after registering for the class. Grades are P/NP. (L)</p>
<p>COUNS 35 College Study Skills 1 unit</p> <p><i>18 lecture hours</i> <i>Transferable to CSU</i></p> <p>Improvement of study skills including reading comprehension, note taking, time management, and test taking strategies. (L)</p>	<p>COUNS 46 Development of Self-Esteem 1 unit</p> <p><i>18 lecture hours</i> <i>Transferable to CSU</i></p> <p>Exploration of the development of self-esteem in children and adults. Designed to assist student in personal self-esteem enhancement and methods of facilitating the development of self-esteem in others. Grades are P/NP. (L)</p>
<p>COUNS 41A Problem Management .5 unit</p> <p><i>9 lecture hours</i> <i>Transferable to CSU</i></p> <p>An introduction to problem solving techniques which are applicable to personal and/or work related concerns. (L)</p>	<p>COUNS 52 Pre-Employment Skills Training 1 unit</p> <p><i>18 lecture hours</i></p> <p>Exploration of various skills and methods vital to obtaining and retaining employment, including developing positive attitudes, writing resumes, and interviewing techniques. (L)</p>
<p>COUNS 41B Problem Management .5 unit</p> <p><i>9 lecture hours</i> <i>Transferable to CSU</i></p> <p>Additional problem solving approaches with practice of the techniques; especially focusing upon goal setting, prioritizing chosen values and decreasing procrastination. (L)</p>	<p>COUNS 56 Effective Parenting 1 unit</p> <p><i>18 lecture hours</i></p> <p>Development of effective parent-child relationships. Topics include: behavior, emotions, encouragement, and communications. (L)</p>
<p>COUNS 42 Confidence Building 1 unit</p> <p><i>18 lecture hours</i> <i>Transferable to CSU</i></p> <p>Techniques for enhancing self-confidence. Identification and analysis of methods which heighten self-image and reduce self-defeating behavior. (L)</p>	
<p>COUNS 44 Assertive Communication Skills 1 unit</p> <p><i>18 lecture hours</i> <i>Transferable to CSU</i></p> <p>A study of theory and practice in assertive communication skills for personal, academic, and business settings. Topics include assertive values; disengagement, conversations, requests, saying no, dealing with criticism, anger, manipulation and negotiation. Grades are P/NP.</p>	
<p>COUNS 44A Assertive Communication Skills .5 unit</p> <p><i>9 lecture hours</i> <i>Transferable to CSU</i></p> <p>An introduction to the theory and practice of assertive communication skills in both personal and business settings, including assertive values, disengagement, overcoming guilt, setting limits, and saying "no". Not open to students with credit in COUNS 44. (L)</p>	



Course “47” or “97” or “197” or “297”

Experimental Topics, 47 OR 97 OR 197 OR 297

v.5-3 units

Transferable to CSU

Exploration of selected topics in a subject area. Procedures for implementing the course involve cooperative planning by instructor, Dean, and Vice President of Instruction. Course “47” is intended for transfer and meets the definition of a baccalaureate-level course. Course “97” is not intended for transfer but is of the associate degree level. Course “197” are non-associate degree credit basic skills remedial courses intended to prepare students to succeed in courses at the associate degree level. Course “297” are non-associate degree credit courses that are either vocational courses intended to prepare students for postsecondary vocational education or for occupations not requiring associate degree level skills for entry; or academic development courses, other than remedial basic skills, intended to prepare students to succeed in associate degree level course work. On the transcript, the course will be shown with a regular department prefix, viz Art 47, followed by a title.

Course “48”

Independent Studies, 48A-B-C-D

v1-3 units

These courses are used whenever circumstances warrant offering courses not yet part of an established curriculum. For example, media courses which are offered as Independent Studies requiring prior approval by the Chancellor’s Office. Other Independent Studies courses may originate from the needs and curiosities of groups of students and faculty to study areas of mutual interest and concern. Media courses will be developed by the Instructional Services Division/or the Northern California Telecommunications Consortium. Students and faculty may identify areas of interest not taught in other courses to: (1 unit) Describe problems within identifiable areas of interest; (2 units) use procedures likely to develop further knowledge; (3 units) develop ways of acting on basis of new knowledge; and (4 units) use integrated approach to solution of problems.

Course “49”

Special Project, 49

1 unit

When special circumstances warrant offering a special course to the individual student in a particular area, an instructor, with approval, may register a student in an individual Special Projects course which will be identified by the name of the department, the course number of “49”, and the title “Special Projects.” Registration in the course involves signing a contract under which the student and instructor agree upon the accomplishment which must be demonstrated by the student in order to receive credit, and which is approved by the cognizant Dean.

Culinary Arts

Culinary Arts (Associate in Science)

Required Courses

Units

CUL 2 Introductory Purchasing for Food Service and Hospitality	1
CUL 3A Basic Food Preparation (take twice)	6
CUL 3B Professional Baking	3
CUL 54 Sanitation, Safety, and Storage5
CUL 59 Restaurant Operations (take twice)	8
CUL 60 Advanced Foods and Catering	2
CUL 64 Beverage Control and Operations	2
CUL 65 Food Service Operation and Management	2
Total units required for degree major	24.5

Culinary Arts (Certificate of Achievement)

Required Courses

Units

CUL 3A Basic Food Preparation (take twice)	6
CUL 3B Professional Baking	3
CUL 54 Sanitation, Safety, and Storage5
CUL 59 Restaurant Operations (take twice)	8
CUL 60 Advanced Food/Catering	2
CUL 65 Food Service Operation and Management	2
Total units required	21.5

CUL 2 Introductory Purchasing for Food Service and Hospitality

1 unit

18 lecture hours

Transferable to CSU

Supervisory control procedures, food and labor costs, receiving, inventory, storeroom, employee use, and maintenance of accurate records for food service and hospitality professionals. Not open to students with credit in FSM 2. (L)

CUL 3A Basic Food Preparation 3 units
 18 lecture hours, 108 lab hours
 Transferable to CSU

Basic modern restaurant cooking techniques such as sauce making, meat cutting, lunch and dinner entree preparation. Use and operation of food service machines and equipment. Not open to students with credit in FSM 103AR. (L)

CUL 3B Professional Baking 3 units
 18 lecture hours, 108 lab hours
 Transferable to CSU

Modern baking, French pastry and dessert techniques in which preparation takes place in the student operated restaurant kitchen. Not open to students with credit in FSM 103BR. (L)

CUL 54 Sanitation, Safety, and Storage .5 unit
 9 lecture hours

Preparation for the ServSafe Certification course and examination. The ServSafe program trains both managers and employees to guard against food borne illnesses. Meets the State of California (Campbell Bill) requirement for Certified Food Handler. Not open to students with credit in FSM 54. (L)

CUL 59 Restaurant Operations 4 units
 18 lecture hours, 162 lab hours

Set-up and operations of the campus restaurant, including planning, preparing, cooking, and serving food in the student-operated restaurant. (L)

CUL 60 Advanced Foods and Catering 2 units
 18 lecture hours, 54 lab hours

Plan, prepare, and serve several large and small catered events during the semester. (L)

CUL 64 Beverage Control and Operations 2 units

36 lecture hours
 Regulations, licensing procedures, purchasing, inventory, and cost control. Emphasis on bar set-up, service methods, and beverage merchandising. Not open to students with credit in FSM 57. (L)

CUL 65 Food Service Operation and Management 2 units

36 lecture hours
 Nature and importance of food service management, including planning, organizing, controlling, and developing a realistic and dynamic personnel program. (L)

DESIGN DRAFTING
 (see *Architectural Studies*)

Early Childhood Education

Training and experience in Early Childhood Education provides several career options.

EARLY CHILDHOOD EDUCATION (Associate in Science)

Required Courses	Units
ECE 1A Principles and Practices of Teaching Youth	3
ECE 1B Preschool Teaching Practices.....	3
ECE 1C Positive Social Development in Young Children	3
ECE 3 Child Growth and Development	3
ECE 10 Health, Safety and Nutrition	3
ECE 11 Observation and Assessment.....	3
ECE 17 The Exceptional Child	3
ECE 27 Teaching in a Diverse Society	3
ECE 31 Child, Family, and Community	3
ECE 46A, B or C Field Experience.....	3
Total units required for degree major	30

Director of Private Day Care Center/ Preschool Options

Requires 15 postsecondary units, the same 12 units as listed in above, plus ECE 2A Administration of Children's Center. Other requirements for the director include:

- High school graduation or GED, and at least four years of teaching in a licensed child care or comparable group child care program; or
- Associate degree with a major or emphasis in early childhood education or child development and at least two years of teaching experience in a licensed child care center; or
- Bachelor's degree with a major or emphasis in early childhood education or child development and at least one year of teaching experience in a licensed child care center.

To apply for a license to operate private day care center, write to **State of California Health/Welfare Agency, Department of Social Services, Community Care Licensing.**

Programs and Courses

CHILD DEVELOPMENT TEACHER (Certificate of Achievement)

These programs are required to possess the California Child Development (Teacher) Permit issued by Commission on Teacher Credentialing. After completing required course work of 40 total units and 175 days of experience, apply for the permit at local county schools office.

Required Courses	Units
ECE 1A Principles and Practices of Teaching Youth	3
ECE 1B Preschool Teaching Practices.....	3
ECE 3 Child Growth and Development	3
ECE 10 Health, Safety, and Nutrition	3
ECE 11 Observation and Assessment.....	3
ECE 27 Teaching in a Diverse Society.....	3
ECE 31 Child, Family, and Community	3
ECE 46 Field Experience	3
Total units in major required	24

PLUS GENERAL EDUCATION ELECTIVES. 16 diversified units with at least one course in each of the following General Education (graduation requirement) areas: Humanities, Social Science, Mathematics or Natural Science, and English 1A.

Total units required.....40

Note on Permit through Credentialing: After completing required course work of 40 total units (24 ECE and 16 GE) and 175 days of 3 or more hours per day of experience, you may apply for the California Child Development (Teacher) Permit issued by Commission on Teacher Credentialing through your local County Office of Education. Please see the Child Development Permit Matrix for required course work.

ECE Specialization Certificates of Achievement:

These individual Certificates of Achievement can be used as ECE Specializations when combined with the Child Development Certificate of Achievement and ECE 37 (The Mentor Teacher) when applying for the Child Development Master Teacher Permit issued by Commission on Teacher Credentialing. For the Master Teacher Permit 350 days of 3 or more hours per day of experience is required. Apply for the permit at your local County Office of Education.

DIVERSITY SPECIALIZATION (Certificate of Achievement)

Required Courses	Units
ECE 1A Principles and Practices of Teaching Youth	3
ECE 1B Preschool Teaching Practices.....	3
ECE 3 Child Growth and Development	3
ECE 7B Worldwide Arts for Children	3
ECE 10 Health, Safety, and Nutrition	3
ECE 11 Observation and Assessment.....	3
ECE 17 The Exceptional Child	3
ECE 27 Teaching in a Diverse Society	3
ECE 31 Child, Family, and Community	3
ECE 46 Field Experience	3
Total units required	30

INFANT AND TODDLER SPECIALIZATION (Certificate of Achievement)

Required Courses	Units
ECE 1A Principles and Practices of Teaching Youth	3
ECE 1B Preschool Teaching Practices.....	3
ECE 3 Child Growth and Development	3
ECE 10 Health, Safety, and Nutrition	3
ECE 11 Observation and Assessment.....	3
ECE 27 Teaching in a Diverse Society.....	3
ECE 31 Child, Family, and Community	3
ECE 33 Infants and Toddlers.....	3
ECE 46 Field Experience (<i>Infant/Toddler</i>)	3
Total units required	27

SCHOOL AGE SPECIALIZATION (Certificate of Achievement)

Required Courses	Units
ECE 1A Principles and Practices of Teaching Youth	3
ECE 1B Preschool Teaching Practices.....	3
ECE 3 Child Growth and Development	3
ECE 7A Creative Materials	3
ECE 10 Health, Safety, and Nutrition	3
ECE 11 Observation and Assessment.....	3
ECE 14 The School Age Child.....	3
ECE 27 Teaching in a Diverse Society.....	3
ECE 31 Child, Family, and Community	3
ECE 46 Field Experience (<i>School-Age Children</i>)	3
Total units required	30

CHILD DEVELOPMENT ASSOCIATE TEACHER

(Certificate of Training)		Units
Required Courses		Units
ECE 1A Principles and Practices of Teaching Youth		3
ECE 1B Preschool Teaching Practices.....		3
ECE 3 Child Growth and Development		3
ECE 31 Child, Family, and Community		3
Total units required		12

PEDIATRIC FIRST AID/CPR (Certificate of Training)

Required Courses	Units
ECE 210 California Child Care Health Safety Course.....	5

ECE 1A Principals and Practices of Teaching Youth 3 units

54 lecture hours

Prerequisite: ECE 3 or concurrent enrollment

Transferable to CSU

An examination of the underlying theoretical principles of developmentally appropriate practices applied to programs, environments, emphasizing the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative and intellectual development for all children. This course includes a review of the historical roots of early childhood programs and the evolution of the professional practices promotion advocacy, ethics and professional identify. (L)

Programs and Courses

<p>ECE 1B Preschool Teaching Practices 3 units <i>54 lecture hours</i> <i>Prerequisite: ECE 1A</i> <i>Transferable to CSU</i> This course presents an overview of knowledge and skills related to providing appropriate curriculum and environments for young children from birth to age six. Students will examine teacher's role in supporting development and fostering the job of learning for all young children using observation and assessment strategies emphasizing the essential role of play. An overview of content areas will include but not be limited to: Language and literacy, social and emotional learning, sensory learning, art and creativity, math and science. (L)</p>	<p>ECE 5 Physical Activities for Young Children 1 unit <i>18 lecture hours</i> <i>Transferable to CSU</i> Designed to give adults working with preschool and school-age children a variety of hands on activities useful in creating stimulating outdoor environments. Students will practice using equipment like bean bags and hula hoops as well as becoming familiar with games from diverse ethnic groups. Not open to students with credit in PE 5. (L)</p>
<p>ECE 1C Positive Social Development in Young Children 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> Designed to help teachers and caregivers of young children to establish relationships with children and apply principles of behavior management. Basic principles include helping young children develop positive self-esteem, enter into group play, form friendships and learn prosocial behavior. (L)</p>	<p>ECE 6 Early Childhood Language Development 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> Language development and influences in early childhood including theories of language acquisition, inter-relatedness of growth, stages of development, and appropriate curriculum for enhancing speaking, listening, pre-reading, and pre-writing skills. (L)</p>
<p>ECE 2A Administration of Children's Center 3 units <i>54 lecture hours</i> <i>Transferable to CSU</i> Administrative skills, knowledge, and techniques needed to organize and operate a child development center. Emphasis on budget, program management, regulatory laws, and development of policies and procedures. (L)</p>	<p>ECE 7A Creative Materials 3 units <i>45 lecture hours, 27 lab hours</i> <i>Transferable to CSU</i> Creative activities for young children (2-8 years old) including the planning and implementation of painting, drawing, printmaking, weaving, stitchery, batik, collage, sculpture, puppet-making, and modeling materials. Not open to students with credit in ART 7 or ART 7A. (L)</p>
<p>ECE 2B Administration of Children's Center 3 units <i>54 lecture hours</i> <i>Prerequisite: ECE 2A</i> <i>Transferable to CSU</i> This course examines administrative skills, knowledge and techniques needed for effective supervision to organize, manage and operate a child development center. This includes staff development and staff relations. There will be emphasis on the role of program director, site supervisor or owner while studying management theory, budget, personnel policies, procedures, regulatory laws, working with families and professional ethics and growth. (L)</p>	<p>ECE 7B Worldwide Arts for Children 3 units <i>54 lecture hours, 27 lab hours</i> <i>Transferable to CSU</i> Multicultural/ethnic art activities for young children, including planning and integrating projects across the curriculum. Construction of age-appropriate art objects representative of cultures and regions in West Africa, the Middle East, Europe, Asia, Mexico, Central America, South America, Caribbean Islands, the United States, and Canada. Not open to students with credit in ART 23 or ART 7B. (L)</p>
<p>ECE 3 Child Growth and Development 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC - UC Unit Limit</i> This course examines the major physical, psychosocial, and cognitive/language developmental milestones for children, both typical and atypical, from conception through adolescence. There will be an emphasis on interactions between maturational processes and environmental factors. While studying developmental theory and investigative research methodologies, students will observe children, evaluate individual differences and analyze characteristics of development at various stages. Designed as a foundation course for careers in ECE, education, Human Services, Health and related fields. (L)</p>	<p>ECE 8 Children's Nutrition 1 unit <i>18 lecture hours</i> <i>Transferable to CSU</i> Basic concepts of nutrition and health issues with emphasis on nutritional needs of young children and planning and implementing good nutrition programs for young children birth through eight-year-old. (L)</p>
	<p>ECE 9 Children's Cooking Activities 1 unit <i>18 lecture hours</i> <i>Transferable to CSU</i> Process of cooking as it relates to the developmentally oriented early childhood curriculum; cooking activities that promote language acquisition, cognitive development, psychomotor skills, and social and emotional growth. Includes the importance of good nutrition education and how to prepare nutritious snacks and simple meals. (L)</p>

Programs and Courses

ECE 10 Health, Safety, and Nutrition 3 units

54 lecture hours

Transferable to CSU

Introduction to the laws, regulations, standards, policies and procedures and early childhood curriculum related to child health, safety, and nutrition. The key components that ensure physical health, mental health, and safety for both children and staff will be identified along with the importance of collaboration with families and health professionals. Focus on integrating the concepts into everyday planning and program development for all children. (L)

ECE 11 Observation and Assessment 3 units

54 lecture hours

Transferable to CSU

This course focuses on the appropriate use of assessment and observation strategies to document development, growth, play and learning in order to join with families and professionals in promoting children's success and maintaining quality programs. Recording strategies, rating systems, portfolios, and multiple assessment methods are explored. (L)

ECE 12 Science for Young Children 1 unit

18 lecture hours

Transferable to CSU

Designed to provide teachers and caregivers of young children with principles of appropriate science curriculum. Emphasis on informal science experiences and the cognitive connections made by young children as they observe, manipulate, process, and communicate. Classroom organization and management, readily-found materials, and connections with other curriculum areas are also included. (L)

ECE 13 Piaget's Learning Theory Applications 1 unit

18 lecture hours

Transferable to CSU

Overview of Piaget's theory of cognitive development and practice in relating theory to the development of games and activities for the preschool and primary classroom. (L)

ECE 14 The School Age Child 3 units

54 lecture hours

Transferable to CSU

Developmental characteristics and needs of the 5 - 12 year old child at home or in a group care setting: includes developmental stages, program environment, developmentally appropriate curriculum, activities and materials, meeting the needs of families, classroom management, communication techniques, administrative requirements, skills, and characteristics of caregivers. (L)

ECE 16 Preschool Music Activities 3 units

54 lecture hours

Transferable to CSU

Provides a foundation for musical experiences to involve young children in music by developing listening skills, movement singing, playing an instrument, and incorporating the three basic elements of rhythm, melody, and harmony. Students build a resource file and create developmentally appropriate lesson plans that include music activities for transitions and cultural diversity. Introduces a variety of instruments appropriate for young children. (L)

ECE 17 The Exceptional Child 3 units

54 lecture hours

Transferable to CSU

Focuses on identification of children with special needs, resource and referral, full inclusion, activities, and teaching strategies within the classroom setting. Typical and exceptional development, family partnerships, the Individual Education Plan (IEP) and Individual Family Service Plan (IFSP) and approaches to environment, behavior, and planning are topics for individual and group study. (L)

ECE 22 Developing Number Concepts 1 unit

18 lecture hours

Transferable to CSU

This course focuses on ways adults can help make mathematical concepts meaningful to preschool and kindergarten children rather than emphasizing counting and number recognition. Students will explore and construct various games and activities for the early childhood classroom and home. Grade are P/NP (L,M)

ECE 25 Group Experiences in Outdoor Environment 3 units

54 lecture hours

Transferable to CSU

Developing creative outdoor learning environments including playgrounds, activities and cooperative games. Circle time or daily planned group experiences will also be explored and developed through integrated, thematic instruction. (L)

ECE 27 Teaching In A Diverse Society 3 units

54 lecture hours

Transferable to CSU

Examination of the development of social identities in diverse societies including theoretical and practical implications of oppression and privilege as they apply to young children, families, programs, classrooms and teaching. Various classroom strategies will be explored emphasizing culturally and linguistically appropriate anti-bias approaches supporting all children in becoming competent members of a diverse society. Course includes self-examination and reflection on issues related to social identify, stereotypes and bias, social and education access, media and schooling. (L)

ECE 31 Child, Family, and Community 3 units

54 lecture hours

Transferable to CSU/UC

Study of the environmental influences on growth and development of the child in the family, including social class, ethnicity, disability or risk conditions, education, interaction of family members, and awareness of community resources. Not open to students with credit in FCS 31. (L)

ECE 32 Parenting 3 units

54 lecture hours

Transferable to CSU

Techniques and advise encouraging a positive parenting style and effective child-rearing procedures, interaction patterns and levels of communication between family members and care givers. (L)

Programs and Courses

ECE 51 Special Topics in ECE v.5 to 2.5 units
9-45 lecture hours

Contemporary issues and practices for teachers and caregivers in the early childhood area, including: curriculum, health and safety, legislation and advocacy, licensing regulations, and other related subjects. Students will apply the principles to their own work setting and age groups. (L)

ECE 56 Effective Parenting 1 unit
18 lecture hours

Development of effective parent-child relationships. Topics include behavior, emotions, encouragement, and communication. (L)

ECE 59 Child Abuse: Causes, Effects, Remedies .5 unit

9 lecture hours
Overview of the nature and types of child abuse and its effects. Procedures for reporting child abuse and crisis counseling. (L)

ECE 75 Play: Key to Positive Growth .5 unit
9 lecture hours

Play as a learning medium; cognitive, social/emotional, and physical factors directly involved in play and child growth. Multiple theories of play and development will be studied and analyzed. Grades are P/NP. (L)

ECE 83 Techniques of Story-Telling 1 unit
18 lecture hours

Methods of effective story-telling, including classroom use and ways to develop stories. Students will produce at least one story. Grades are P/NP. (L)

ECE 210 California Child Care Health Safety Course .5 unit

9 lecture hours
Designed to meet the requirements of Assembly Bill 962. Subject matter relates to child day care and is appropriate for anyone dealing with children on a regular basis where knowledge of CPR, Pediatric First Aid, and Health and Safety Training may be needed. Satisfies all requirements of the American Red Cross California Childcare course. Not open to students with credit in AJ 210R. Grades are P/NP.

Ecology

ECOL 10 Environment-Concepts and Issues 3 units

54 lecture hours
Transferable to CSU/UC
Ecology studies the interaction and interdependence among living organisms in their environment. The course presents fundamental scientific principles in examining how natural ecosystems function and how human actions affect natural ecosystems. Emphasis is placed on the role of science in determining causes and in contributing solutions to local and global environmental problems. (L)

ECOL 11 Environment Lab 1 unit
54 lab hours

Corequisite: ECOL 10
Transferable to CSU/UC
Laboratory and field studies demonstrating the systematic study of both the biological and physical components of ecosystems, especially as seen in local organisms and ecosystems. (L)

ECOL 12 Marine Ecology 3 units
54 lecture hours

Transferable to CSU/UC
An introduction to the physical marine environment, marine life, and the interactions between the two. Course also includes a study of human impact upon the marine environment. (L)

Economics

ECON 1A Elementary Economics -Macro 3 units

54 lecture hours
Transferable to CSU/UC
Economic principles, problems, and policies. Theories related to various economic problems and policies, i.e., inflation, recession, taxation, poverty, agriculture, economic development, and the environment. Includes possible solutions to these problems. Emphasizes macro economics. (L)

ECON 1B Elementary Economics -Micro 3 units

54 lecture hours
Transferable to CSU/UC
Economic principles, problems, and policies. Theories include price theory or theory of the firm, labor economics, foreign trade, and comparative economic systems. Emphasizes micro economics. (L)

Education

EDUC 1 Introduction to Teaching with Field Experience 3 units

36 lecture hours, 54 lab hours
Transferable to CSU/UC
Prospective teachers are placed in selected K-12 schools that have been recognized for exemplary practices and whose student population represents California's diversity. Course content includes a review of California Standards for the Teaching Profession, review of cognitive and learning studies, current issues in K-12 education, characteristics of successful teachers, and effective communication skills for the teaching profession. (L)

Programs and Courses

EMT 252 EMT-I Refresher 1 unit
16 lecture hours, 8 lab hours
Prerequisite: EMT 61 or FIRTC 64 or current certification as EMT-1, current CPR certification for Healthcare Provider or Professional Rescuer
 Designed to provide the student with review, up-date information, and skills assessment necessary for pre-hospital care of medical and traumatic emergencies. Includes AED instruction. Satisfies National Registry instruction and State requirements for EMT-1 refresher certification.

Engineering

ENGR 3 Plane Surveying 4 units
54 lecture hours, 54 lab hours
Prerequisite: MATH 21
Transferable to CSU/UC
 This is the foundation course in surveying and geomatics for engineers, especially civil engineers. It is intended to introduce students to the theory and practice of surveying. (L,M)

ENGR 4 Engineering Graphics 3 units
27 lecture hours, 18 lab hours
Prerequisite: DRAFT 30
Transferable to CSU/UC
 Descriptive geometry, graphical mathematics; introduction to computer graphics including engineering data presentation and analysis using computers, sketching, and drafting fundamentals; and introduction to engineering design including a group project. (L,M)

ENGR 6 Computational Problem Solving for Engineers 3 units
36 lecture hours, 54 lab hours
Prerequisite: MATH 1A
Transferable to CSU
 This course focuses on numerical methods with computer application programs such as MATLAB and EXCEL to solve problems in engineering and science. Programming in MATLAB is a key skill developed in this course. Problems and applications from applied math, electrical circuits, biology, and other engineering and science fields are used.

ENGR 10 Introduction to Engineering and Science 3 units
36 lecture hours, 54 lab hours
Prerequisite: MATH 50
Transferable to CSU/UC
 Exploration of the Science, Technology, Engineering and Mathematics (STEM) fields, particularly engineering, for both the decided engineering/STEM majors and others who may be curious about engineering. This course will provide the student with added college success skills which will improve his/her chances of succeeding in a technical field such as engineering. The course surveys the contemporary role of STEM professions in society, the engineering approach to problem solving, the design process, and ethics/responsibilities of engineers and scientists. The course offers a variety of hands-on activities and interactive laboratories. (L,M)

ENGR 17 Circuits for Engineers 3 units
54 lecture hours
Prerequisite: MATH 2B
Corequisite: ENGR 17L
Transferable to CSU/UC
 This course covers laws and theorems for electrical circuits; natural and forced response analysis of first and second order systems; solutions using differential equations. Some emphasis on steady state AC analysis is made. Introduction is given to devices and systems, including operational amplifiers and frequency-selective circuits. (L,M)

ENGR 17L Circuits Lab for Engineers 1 unit
54 lab hours
Corequisite: ENGR 17
Transferable to CSU/UC
 Electronic and electrical experiments to reinforce the principles taught in ENGR 17. (L,M)

ENGR 33 Surveying a Parcel Boundary 1 unit
15 lecture hours, 9 lab hours
Transferable to CSU
 Theory and application of the principles of parcel boundary surveying. Follow the entire process of executing a Record of Survey of a parcel in the Sacramento Valley: research, introduction to the principles of boundary surveying, deed analysis, actual field survey, calculations, boundary resolution, preparation of a Record of Survey map, submission of the map to the County Surveyor, and recordation of the map. Not open to students with credit in DRAFT 33. (L,M)

ENGR 35 Statics 3 units
54 lecture hours
Prerequisite: MATH 2A and PHYS 4A
Transferable to CSU/UC
 This is a first course in mechanics as used in engineering - with emphasis on force systems and equilibrium conditions. Engineering problems concerning structures, machines, distributed forces, friction and methods of virtual work are covered. Trigonometric and vector methods are used in this course. Understanding and application of the concepts to engineering problems is a key component of this course. (L,M)

ENGR 45 Properties of Materials 4 units
54 lecture hours, 54 lab hours
Transferable to CSU/UC
 An introductory course in properties of materials used in engineering; emphasis on the theory underlying the behavior of engineering materials. Includes a laboratory component covering the testing of metals, polymers, composites, wood, and other materials. (L,M)

English

ENGLISH (Associate in Arts)

Required Courses	Units
ENGL 1A College Composition and Reading	4
ENGL 1B Critical Thinking and Writing About Literature	3
ENGL 30A Introduction to American Literature I OR ENGL 30B Introduction to American Literature II	3
ENGL 46A Intro to English Literature I OR ENGL 46B Intro to English Literature II	3
Plus 6 units from the following:	
ENGL 1C, 22, 23, 30A, 30B, 31A, 31B, 36, 37, 39, 42, 43, 44, 46A or 46B	6
Total units required for degree major	19

ENGL 1A College Composition and Reading 4 units

72 lecture hours
Prerequisite: Satisfactory Score on the Placement Exam OR a grade of "C" or better in English 51.
Transferable to CSU/UC
 Development of analytical reading and the writing of college-level essays, including critical analysis, rhetorical forms, and collegiate research. (L)

ENGL 1B Critical Thinking and Writing About Literature 3 units

54 lecture hours
Prerequisite: ENGL 1A with a grade of "C" or better.
Transferable to CSU/UC
 Critical thinking and writing about literature; develops critical thinking, reading, and writing skills applicable to the analysis of prose, poetry, drama, and criticism from diverse cultural sources and perspectives; emphasis on the techniques and principles of effective written argument; some research required. (L)

ENGL 1C Critical Thinking/Advanced Composition 3 units

54 lecture hours
Prerequisite: ENGL 1A
Transferable to CSU/UC
 Principles of critical thinking, reading, and writing beyond freshman composition; focuses on the principles of, and the development of, logical and analytical reasoning, argumentative writing, and on the principles of rhetoric (invention, arrangement, style, memory, delivery, modes of discourse, audience). (L)

ENGL 2 Oral Interpretation of Literature 3 units

54 lecture hours
Prerequisite: ENGL 51 or satisfactory score on English Placement Examination and appropriate skills and knowledge.
Transferable to CSU/UC
 Introduction to the analysis and interpretation of literature for oral reading. Encourages a deeper, richer experience of prose, poetry and drama. Enables sharing the love of literature in the oral tradition. Not open to students with credit in SPECH 2. (L)

ENGL 19 News Writing and Reporting 3 units

54 lecture hours
Prerequisite: ENGL 51
Transferable to CSU/UC
 Recognizing, gathering, and writing the news in accepted journalistic style, learning to conduct personal interviews and cover speeches, meetings, and other events, understanding the legal and ethical issues related to reporting; emphasis on language and style, accuracy in news gathering, and research and organization of various types of stories. Not open to students with credit in MCOMM 19. (L)

ENGL 20A News Media Production 1 3 units

27 lecture hours, 81 lab hours
Prerequisite: ENGL 51 or eligibility for ENGL 1A
Transferable to CSU
 Weekly production of the Yuba College student online news source and quarterly production of the Yuba College student news magazine. Students will learn journalistic standards, media ethics, researching, reporting, writing, and copy editing for basic news stories, features, and opinion, as well as basic page layout and design for both print and online publications. (L)

ENGL 20B News Media Production 2 3 units

27 lecture hours, 81 lab hours
Prerequisite: ENGL 20A or MCOMM 20A
Transferable to CSU
 Weekly production of the Yuba College student online news source and quarterly production of the Yuba College student news magazine. Students will learn journalistic standards, media ethics, researching, reporting, writing, and copy editing for specialized and in-depth news stories, features, and opinion; advanced page layout and design for both print and online publications, and editorial leadership. (L)

ENGL 20C News Media Production 3 3 units

27 lecture hours, 81 lab hours
Prerequisite: ENGL 20B or MCOMM 20B
Transferable to CSU
 Weekly production of the Yuba College student online news source and quarterly production of the Yuba College student news magazine. Students will learn journalistic standards, media ethics, researching, reporting, writing, and copy editing for investigative news stories, features, and opinion; journalistic use of multimedia, and social media, and editorial leadership. (L)

Programs and Courses

<p>ENGL 20L News Media Production v3-4 units <i>3 lecture hours, 108 lab hours (3 units)</i> <i>0 lecture hours, 162 lab hours (4 units)</i> <i>Prerequisite:</i> ENGL 51 or eligibility for ENGL 1A <i>Transferable to CSU</i> Weekly production of the Yuba College student online news source and quarterly production of the Yuba College student news magazine. Students will become familiar with all elements of news media production, including hard news, features, editorials, blogs, forums, email advisories, podcasts, online video, photo journalism, graphic art, and advertisement marketing. (L)</p>	<p>ENGL 31B Creative Writing 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> ENGL 31A <i>Transferable to CSU</i> Craft of writing poetry, drama, fiction, and non-fiction to aid the student; examples by professional writers. Conducted primarily as a workshop where students read their materials for constructive criticism. (L)</p>
<p>ENGL 22 Literacy Field Trip v1-3 units <i>9 lecture hours, 27 lab hours (1 units)</i> <i>18 lecture hours, 54 lab hours (2 units)</i> <i>36 lecture hours, 54 lab hours (3 units)</i> <i>Transferable to CSU</i> Intensive field trips of varying duration studying and analyzing literature by visiting various sites of literary merit. Students are responsible for transportation, lodging, and other expenses.</p>	<p>ENGL 33 History of Film 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Chronological survey of the motion picture; traces the development of the art, technology, and social importance of film during the last 100 years; screenings of significant and representative narrative, documentary, and experimental films from the silent to the modern era. Not open to students with credit in HUMAN 33 or THART 33. (L)</p>
<p>ENGL 23 Literature Through Film 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> A close analysis of selected themes in literature and its fundamental elements as interpreted on film. Students view and analyze film interpretations of the traditional genres of fiction, poetry, and drama. (L)</p>	<p>ENGL 34 Introduction to Film 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Study of film as art and its influence on society including interpretation, criticism, and technical developments. Students view and discuss full-length feature films. Not open to students with credit in HUMAN 34 or THART 34. (L)</p>
<p>ENGL 30A Introduction to American Literature I 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Survey of American Literature from its beginning in 1620 to 1865. Writers include, among others, Bradstreet, Taylor, Franklin, Emerson, Thoreau, Hawthorne, Melville, Poe, Whitman, Dickenson. Special attention will be paid to major literature genres, themes, and historical backgrounds. (L)</p>	<p>ENGL 36 American Ethnic Voices 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Survey of selected American ethnic writers of African, European, Native American, Central/South American, Mexican-American, Asian, and Middle Eastern descent, focusing on how these writings contribute to the dialogue of American voices and how the writings both reflect and shape a definition of American culture. (L)</p>
<p>ENGL 30B Introduction to American Literature II 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Survey of American Literature from 1865 through the Twentieth Century. Writers include, among others, Clemens, James, Wharton, Frost, Faulkner, Hughes, Lowell, Warren, Walker, Brooks, Wright, and Rich. Special attention will be paid to the major literature genres, themes, and historical backgrounds. (L)</p>	<p>ENGL 37 Women's Voices 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Survey of selected women writers from at least three different ethnic groups in the United States and/or the world touching on ancient cultures as a foundation for understanding contemporary women's literature. (L)</p>
<p>ENGL 31A Creative Writing 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> ENGL 105 or eligibility for ENGL 51 <i>Transferable to CSU</i> Craft of writing poetry, drama, fiction, and non-fiction to aid the student; examples by professional writers. Conducted primarily as a workshop where students read their materials for constructive criticism. (L)</p>	<p>ENGL 40A Tutoring Writing .5 unit <i>9 lecture hours</i> <i>Prerequisite:</i> ENGL 51 or ENGL 51L with a grade of "C" or better. <i>Corequisite:</i> ENGL 1A <i>Transferable to CSU</i> A training program in English composition to prepare students to tutor writing skills in a coherent and supportive manner. (L)</p>
	<p>ENGL 40B Tutoring Writing .5 unit <i>9 lecture hours</i> <i>Prerequisite:</i> ENGL 51 or ENGL 51L with a grade of "C" or better. <i>Corequisite:</i> ENGL 1A <i>Transferable to CSU</i> A training program in English composition to prepare students to tutor writing skills in a coherent and supportive manner. (L)</p>

ENGL 42 Introduction to Shakespeare 3 units
54 lecture hours

Transferable to CSU/UC

Introduction to the major works of William Shakespeare with special attention given to the tragedies, comedies, and histories. (L)

ENGL 43 Shakespearean Festival v1-2 units
18 lecture hours (1 unit)
36 lecture hours (2 units)

Transferable to CSU

Study of literature through reviewing, analyzing, and viewing selected plays of Shakespeare and other major playwrights offered at the Ashland Shakespearean Festival. Students are responsible for transportation, lodging, and other expenses. (L)

ENGL 44 Themes in World Literature 3 units
54 lecture hours

Transferable to CSU/UC

A study of selected works of world literature in translation, approached from a cultural/historical perspective. Covers selected works from ancient times to today. (L)

ENGL 46A Introduction to English Literature I 3 units

54 lecture hours

Transferable to CSU/UC

Survey of English Literature from its beginnings to the end of the 18th Century; Writers include, among others, Chaucer, Shakespeare, Donne, Milton, and Pope; special attention paid to major literary genres. (L)

ENGL 46B Introduction to English Literature II 3 units

54 lecture hours

Transferable to CSU/UC

Survey of English Literature from the end of the 18th Century to the present; writers include, among others, Blake, Wordsworth, Coleridge, Tennyson, Arnold, Joyce, Yeats, and Eliot; special attention paid to major literary genres. (L)

ENGL 48 Voices and Visions 2 units
36 lecture hours

Transferable to CSU

"Voices and Visions" is a course in modern American poetry. It is a study of the voices and visions of such American greats as Frost, Dickinson, Plath, and Eliot, just to name a few. Students will develop a greater appreciation and understanding of poetry and will extend their experience of verse by recognizing the qualities that define the art of poetry.

ENGL 51 Preparatory Composition and Reading 4 units

72 lecture hours

Prerequisite: Satisfactory Score on the Placement Exam OR a grade of "C" or better in English 105 or 105R.

Improving reading skills and writing pre-college level essays; includes basic writing elements, rhetorical modes, and a review of sentence structure and mechanics. Concurrent enrollment in Reading 70 is recommended. (L)

ENGL 105 Pre-Collegiate Composition and Reading 4 units

72 lecture hours

Stresses the development of students' reading and writing skills by practicing/refining writing at the sentence, paragraph, and essays levels and by reading and analyzing short essays that serve as models and as topics for writing. (L)

English as a Second Language

ESL 40A Low-Advanced Grammar 3 units
54 lecture hours

Prerequisite: ESL 263 or ESL 233B with a grade of "C" or better, or satisfactory score on ESL placement exam.

Transferable to CSU/UC - U/C Limit

Low-advanced grammar for ESL students. It introduces students to a theme-based grammar and teaches them to read, write, and speak English with grammatical accuracy and fluency in real-life contexts. Includes a functional study of the 12 tenses. Concurrent enrollment in ESL/ENGL 110A/110B/105, ESL 241R, 111AR, 111BR, 106, or READ 110A/110B/105 is highly recommended.

ESL 40B Advanced Grammar 3 units
54 lecture hours

Prerequisite: ESL 40A with a grade of "C" or better, or satisfactory score on ESL placement exam.

Transferable to CSU/UC - U/C Limit

Advance grammar for ESL students. It introduces students to a theme-based grammar and teaches them to read, write, and speak English with grammatical accuracy and fluency in real-life contexts. Includes a functional study of NPs, Adj Ps, and VPs. Concurrent enrollment in ESL/ENGL 110A/110B/105, ENGL 51, ESL 241R, 111AR, 111BR, 106, or READ 110A/110B/105/70 is highly recommended.

ESL 40C High-Advanced Grammar 3 units
54 lecture hours

Prerequisite: ESL 40B with a grade of "C" or better, or satisfactory score on ESL placement exam.

Transferable to CSU

High-advanced grammar for ESL students. It introduces students to a theme-based grammar and teaches them to read, write, and speak English with grammatical accuracy and fluency in real-life contexts. Includes passives, conditionals, and clauses. Concurrent enrollment in ESL/ENGL 110A/110B/105, ENGL 51, ENGL 1A, ESL 241R, 111A, 111B, 106, or READ 110A/110B/105/70 is highly recommended.

Programs and Courses

ESL 105	Pre-Collegiate Composition	4 units	ESL 110BL	Fundamentals of Composition 2	4 units
<p><i>72 lecture hours</i> Stresses the development of writing skills by practicing writing at the sentence, paragraph, and essay levels and by reading and analyzing short essays that serve as models and topics for writing. Special emphasis given to English reading, writing, and grammar needs of English Language Learners. Concurrent enrollment in advanced ESL Grammar (40A, 40B, or 40C) strongly recommended.</p>			<p><i>54 lecture hours, 36 lab hours</i> <i>Prerequisite:</i> ESL 110AL, 110A, or ENGL 110AL or 110A with a grade of "C" or better, or satisfactory score on College Placement Exam or ESL Placement Test. Advanced writing skills for limited English speakers; designed to teach writing of well-developed paragraphs and brief essays. Preparation for ESL 105L or ENGL 105. Concurrent enrollment in ESL 40A/B/C and/or ESL 241. ESL 111A/111B or READ 110A/110B is highly recommended.</p>		
ESL 105	Pre-Collegiate Composition	4 units	ESL 111A	Developmental Reading, Part 1	3 units
<p><i>54 lecture hours, 36 lab hours</i> <i>Prerequisite:</i> ESL 110BL or 110B, or ENGL 110BL or 110B, with a grade of "C" or better; or satisfactory score on College Placement Examination and appropriate skills and knowledge. High-advanced writing skills for limited-English speakers. Stresses the development of writing skills by practicing writing at the sentence, paragraph, and essay levels and by reading and analyzing short essays that serve as models for writing. Preparation for ENGL 51.</p>			<p><i>54 lecture hours</i> This first course in developmental reading and vocabulary. Develops ability to read and understand long paragraphs, articles, and stories with emphasis on metacognitive strategies, reading skills, and vocabulary development. Prepares students for ESL 111B and READ 110B. Concurrent enrollment in ESL 40A/B/C, and/or ESL/ENGL 110AL, 110BL, or 105 is highly recommended.</p>		
ESL 110A	Fundamentals of Composition 1	4 units	ESL 111B	Developmental Reading, Part 2	3 units
<p><i>54 lecture hours, 36 lab hours</i> <i>Prerequisite:</i> ESL 268 or 238B with a grade of "C" or better or equivalent, satisfactory score on College Placement Examination or ESL Placement Tests. Low-advanced writing skills for limited-English speakers; emphasizes basic grammar and mechanics, simple and compound sentences, paragraphs, and the writing process. Preparation for ESL 110BL, 110B, or ENGL 110BL or 110B. Concurrent enrollment in ESL 40A/B/C and/or ESL 241R, ESL 111A/111B, or Reading 110A/110B highly recommended.</p>			<p><i>54 lecture hours</i> <i>Prerequisite:</i> ESL ESL 111A or ESL 241 or READ 110A with a grade of "C" or better, or satisfactory score on College Placement Exam or ESL Placement Test. The second course in developmental reading and vocabulary. Further develops ability to read and understand long paragraphs, articles, and stories with emphasis on metacognitive strategies, reading skills, vocabulary development, and retention strategies. Prepares students for ESL 106 and READ 105. Concurrent enrollment in ESL 40A/B/C, and/or ESL/ENGL 110AL, 110BL, or 105 is highly recommended.</p>		
ESL 110AL	Fundamentals of Composition 1	4 units	ESL 114	ACCEL Academic Reading & Writing	6 units
<p><i>54 lecture hours, 36 lab hours</i> <i>Prerequisite:</i> ESL 268 with a grade of "C" or better or satisfactory score on College Placement Exam or ESL Placement Exam. Preparation for ESL 110BL, 110B, or ENGL 110BL or 110B. Low-advanced writing skills for limited-English speakers; emphasizes basic grammar and mechanics, simple and compound sentences, paragraphs, and the writing process. Concurrent enrollment in ESL 40A/B/C and/or ESL 241, 111A/111B, or READ 110A/110B is highly recommended.</p>			<p><i>108 lecture hours</i> <i>Prerequisite:</i> ESL 267 and ESL 268 or satisfactory score on the placement exam. This course focuses on the development of basic reading and writing skills necessary for critical reading and the development of paragraphs and short essays.</p>		
ESL 110B	Fundamentals of Composition 2	4 units	ESL 116A	Academic Reading and Writing for ESL 1	4 units
<p><i>72 lecture hours</i> <i>Prerequisite:</i> ESL 110AL, 110A, or ENGL 110AL, 110A with a grade of "C" or better, or satisfactory score on College Placement Examination or ESL Placement Tests. Advanced writing skills for limited-English speakers; designed to teach writing of well-developed paragraphs and brief essays. Preparation for ESL 105L or ENGL 105. Concurrent enrollment in ESL 40A/B/C and/or ESL 241, 111A/111B or READ 110A/110B highly recommended.</p>			<p><i>72 lecture hours</i> <i>Prerequisite:</i> ESL 267 and ESL 268 or satisfactory score on the placement exam. This course emphasizes the development of basic reading and writing skills including active reading and writing processes, vocabulary development, grammar and mechanics, simple and compound sentences, paragraph development, and small group and whole class work to strengthen basic reading skills.</p>		

Programs and Courses

<p>ESL 116B Academic Reading and Writing for ESL 2 4 units <i>72 lecture hours</i> <i>Prerequisite:</i> Any of the following courses meet the prerequisite requirement: ENGL 110A; 110AL; 115A; or ESL 110A; 110ALR; 111A; 116A; or READ 110A; 115A. This course emphasizes the development of reading and writing skills including varied sentence types, use of phrases and clauses, grammar and mechanics, paragraphs, short essays, the writing process, and small group and whole class work to strengthen basic reading skills and to make inferences and to read critically. Not open to students with credit in READ 116B.</p>	<p>ESL 217 Low-Beginning Reading 3 units <i>54 lecture hours</i> The first course in basic reading and vocabulary development for beginners who have very little (if any) skills in reading or writing English. Emphasis is on reading and understanding simple sentences and short paragraphs in simple present tense. Concurrent enrollment in ESL 212, ESL 213, and ESL 218 is highly recommended. Not open to students with credit in ESL 217A.</p>
<p>ESL 165 English Grammar, Multi-Level 2 units <i>36 lecture hours</i> A general review of grammar, including, but not limited to, time frames, modals, verb classes, nominals, adjectivals, and adverbials.</p>	<p>ESL 218 Low-Beginning Writing 4 units <i>72 lecture hours</i> The first course in basic writing for beginners who have little if any background in English. Emphasis on writing simple sentences and simple short paragraphs in simple present tense. Concurrent enrollment in ESL 212, 213, and 217 highly recommended. Not open to students with credit in ESL 218A.</p>
<p>ESL 212 Low-Beginning Listening and Pronunciation 3 units <i>54 lecture hours</i> Listening and pronunciation for beginners. Emphasis on increased comprehension of simple spoken English and improved speech. Concurrent enrollment in ESL 213, 217, and 218 is highly recommended. Not open to students with credit in ESL 212A.</p>	<p>ESL 222 Beginning Listening and Pronunciation 3 units <i>54 lecture hours</i> Listening and pronunciation for beginners. Emphasis on increased comprehension of simple spoken English and improved speech. Concurrent enrollment in ESL 223, 227, and 228 highly recommended. Not open to students with credit in ESL 212B.</p>
<p>ESL 213 Low-Beginning Grammar 3 units <i>54 lecture hours</i> The first course in basic grammar for ESL students. Introduces students who have very little (if any) background in English to basic simple sentences containing verbs BE and HAVE, simple present tense, and present continuous tense. Concurrent enrollment in ESL 212, ESL 217, and ESL 218 is highly recommended. Not open to students with credit in ESL 213A.</p>	<p>ESL 223 Beginning Grammar 3 units <i>54 lecture hours</i> Beginning grammar for ESL students. It introduces students who have little background in English to basic simple sentences and short paragraphs in simple present tense and present continuous tense. Concurrent enrollment in ESL 222, ESL 227, and ESL 228 is highly recommended. Not open to students with credit in ESL 213B.</p>
<p>ESL 214 English Conversation, Level 1 2 units <i>36 lecture hours</i> Pair, small, and large group discussion for limited English proficient students. Including personal and family information, daily activities, and other subjects of interest; relevant vocabulary included. First in a series of four conversation courses.</p>	<p>ESL 224 English Conversation, Level 2 2 units <i>36 lecture hours</i> Pair, small, and large group discussion for limited English proficient students. Topics will include comparison of students' and American cultures, geographic directions, clarification techniques, and other subjects of interest. New relevant vocabulary introduced. (Second in a series of four conversation courses.)</p>
<p>ESL 215 Integrated ESL Skills, Level 1 v2-5 units <i>36 lecture hours (2 units)</i> <i>54 lecture hours (3 units)</i> <i>90 lecture hours (5 units)</i> Basic language development for beginning English speakers. Concentration on all language skills—listening, speaking, reading, writing, and grammar—while focusing on everyday life skills. Prepares students for ESL 225 and other Level 2 courses. (First in a series of four courses.)</p>	<p>ESL 225 Integrated ESL Skills, Level 2 v2-5 units <i>36 lecture hours (2 units)</i> <i>54 lecture hours (3 units)</i> <i>90 lecture hours (5 units)</i> Language development for low-intermediate limited English speakers; concentration on all language skills—listening, speaking, reading, writing, and grammar—while focusing on everyday life skills. Prepares students for ESL 235 and other Level 3 courses.</p>
	<p>ESL 226L English As a Second Language Lab, I v.5-1 unit <i>27 lab hours (.5 unit)</i> <i>54 lab hours (1 unit)</i> Supplements English as a Second Language Level 1 and Level 2 classes by providing additional practice, exercises and other academic activities in grammar, reading, writing, vocabulary, listening comprehension, pronunciation, and conversation in a laboratory setting. Students pursue individualized and group instruction under supervision. Grades are P/NP.</p>

Programs and Courses

<p>ESL 227 Beginning Reading 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> ESL 217 or ESL 217A with a grade of “C” or better or satisfactory score on ESL Placement Test. Basic reading and vocabulary development for beginners who have little background in reading or writing English. Emphasis is on reading and understanding simple short paragraphs in simple present and present continuous tenses. Concurrent enrollment in ESL 222, ESL 223 and ESL 228 is highly recommended. Not open to students with credit in ESL 217B.</p>	<p>ESL 229CA English for Computers 3 units Part 1 <i>54 lecture hours</i> Provides students with basic computer and word processing skills necessary to type simple documents. Additionally, students work on English skills, such as reading, vocabulary development and pronunciation, using vocationally-related software in such fields as auto, healthcare, office, clerical, food, service and construction. Intended for non-native English speakers with at least low-intermediate English proficiency. Concurrent enrollment in Level 3 ESL courses (ESL 232, 233, 235, 237, 238) is highly recommended.</p>
<p>ESL 228 Beginning Writing 4 units <i>72 lecture hours</i> <i>Prerequisite:</i> ESL 218 or 218A with a grade of “C” or better, or satisfactory score on ESL Placement Test. Basic writing for beginners who have some background in English. Emphasis on writing simple sentences and short paragraphs in simple present and past tense. Concurrent enrollment in ESL 222, 223, and 227 highly recommended. Not open to students with credit in ESL 218B.</p>	<p>ESL 229CB English for Computers 3 units Part 2 <i>54 lecture hours</i> <i>Prerequisite:</i> ESL 229AC Provides students with further computer and word processing skills covered in part 1, but expands to creation of tables, simple budgets using Excel, and creation of PowerPoints for use in presentations. Additionally, students will continue to work on English skills via internet activities and related in-class assignments. Intended for non-native English speakers with at least intermediate English proficiency and those having some familiarity with Microsoft Word. Concurrent enrollment in level 4 ESL courses (e.g., 242, 243, 245, 247, and 248) is highly recommended.</p>
<p>ESL 229AC Computer Skills for 3 units ESL Students <i>54 lecture hours</i> Provides students with basic computer and word processing skills necessary to type simple documents, use software and perform research related to employment. Additionally, students will work on English skills, such as reading, vocabulary development and pronunciation, using vocationally-related software in such fields as auto, healthcare, office, clerical, food service and construction. Intended for non-native English speakers with at least low-intermediate English proficiency. Concurrent enrollment in Level 3 ESL courses (ESL 232, 235) is highly recommended.</p>	<p>ESL 232 High-Beginning Listening 3 units and Pronunciation <i>54 lecture hours</i> Listening and pronunciation for low-intermediate English speakers. Development of ability to understand and be understood by native speakers. Concurrent enrollment in ESL 233, 237, and 238 is highly recommended. Grades are P/NP. Not open to students with credit in ESL 222A.</p>
<p>ESL 229AW English for Employment, 3 units Level 2, Part 1 <i>54 lecture hours</i> Prepares students for vocational training and or employment. Includes vocabulary for the world of work and skill development for job search, application and job retention. Intended for non-native English speakers with at least low-intermediate English proficiency. Concurrent enrollment in ESL 232, 233, 237, and 238 is highly recommended</p>	<p>ESL 233 High-Beginning Grammar 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> ESL 223 or ESL 213B with a grade of “C” or better, or satisfactory score on ESL Placement Test. High-beginning grammar for ESL students. Introduces students who have studied grammar for one year to simple sentences and short paragraphs in simple past and past continuous tenses. Concurrent enrollment in ESL 232, ESL 237, and ESL 238 is highly recommended. Not open to students with credit in ESL 223A.</p>
<p>ESL 229BW English for Employment, 3 units Level 2, Part 2 <i>54 lecture hours</i> Prepares students for vocational training and/or employment. Includes vocabulary for the world of work (after employment) and job retention. Intended for non-native English speakers with at least intermediate English proficiency. Concurrent enrollment in ESL 242, 243, 247, and 248 is highly recommended.</p>	<p>ESL 234 English Conversation, 2 units Level 3 Pair, small and large group discussion for Limited English Proficient students. Topics include personal history, likes and dislikes, future plans, and other subjects of interest; new relevant vocabulary introduced. (Third in a series of four conversation courses.) Grades are P/NP.</p>
	<p>ESL 235 Integrated ESL v2-5 units Skills, Level 3 <i>36 lecture hours (2 units)</i> <i>54 lecture hours (3 units)</i> <i>90 lecture hours (5 units)</i> Language development for intermediate limited English speakers; concentration on all language skills—listening, speaking, reading, writing, and grammar—while focusing on everyday life skills. Prepares students for ESL 245 and other Level 4 courses. (Third in a series of four courses.)</p>

Programs and Courses

<p>ESL 237 High-Beginning Reading 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> ESL 227 or ESL 217B with a grade of “C” or better or satisfactory score on ESL Placement Examination. High-beginning reading and vocabulary development introduces students who have studied grammar for one year to simple sentences and short paragraphs in simple past and past continuous tenses. Concurrent enrollment in ESL 232, ESL 233, and ESL 238 is highly recommended. Not open to students with credit in ESL 227A.</p>	<p>ESL 245 Integrated ESL v2-5 units Skills, Level 4 <i>36 lecture hours (2 units)</i> <i>54 lecture hours (3 units)</i> <i>90 lecture hours (5 units)</i> Language development for intermediate limited English speakers. Concentration on all language skills—listening, speaking, reading, writing, and grammar; preparation to continue college course work. (Last in a series of four courses.)</p>
<p>ESL 238 High Beginning Writing 4 units <i>72 lecture hours</i> <i>Prerequisite:</i> ESL 228 or 218B with a grade of “C” or better, or satisfactory score on College Placement Examination. Writing for high-beginning ESL. Develops ability to write simple sentences and paragraphs using simple present and simple past tenses with proper grammar and mechanics. Concurrent enrollment in ESL 232, 233, and 237 highly recommended. Not open to students with credit in ESL 228A.</p>	<p>ESL 246L English As a Second v.5-1 unit Language Lab, II <i>27 lecture hours (.5 units)</i> <i>54 lecture hours (1 units)</i> Supplements to English as a Second Language Level 3 and Level 4 classes by providing additional practice, exercises and other academic activities in grammar, reading, writing, vocabulary, listening comprehension, pronunciation, and conversation in a laboratory setting. Students pursue individualized and group instruction under supervision. Grades are P/NP.</p>
<p>ESL 239AW English for Employment, 3 units Level 3, Part 1 <i>54 lecture hours</i> Prepares students for vocational training and/or employment. Includes vocabulary for the world of work and skill development for job search, application and job retention. Intended for non-native English speakers with at least intermediate English proficiency. Concurrent enrollment in ESL 252, 253, 257, and 258 and/or above is highly recommended.</p>	<p>ESL 247 Low-Intermediate Reading 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> ESL 237 or ESL 227A with a grade of “C” or better, or satisfactory score on ESL Placement Tests. Low-intermediate reading and vocabulary development. It introduces students to reading skills required to comprehend short reading passages. Concurrent enrollment in ESL 242, ESL 243 and ESL 248 is highly recommended. Not open to students with credit in ESL 227B.</p>
<p>ESL 242 Low-Intermediate 3 units Listening and Pronunciation <i>54 lecture hours</i> Listening and pronunciation for low-intermediate English speakers. Development of ability to understand and be understood by native speakers. Concurrent enrolment in ESL 243, 247, and 248 is highly recommended. Grades are P/NP. Not open to students with credit in ESL 222B.</p>	<p>ESL 248 Low Intermediate Writing 4 units <i>72 lecture hours</i> <i>Prerequisite:</i> ESL 238 with a grade of “C” or better, or satisfactory score on ESL Placement Tests. Writing for low-intermediate ESL. This course further develops ability to write simple paragraphs using simple and some compound sentences in past and present tenses with proper grammar, spelling and punctuation. Concurrent enrollment in ESL 242, 243, and 247 highly recommended. Not open to students with credit in ESL 228B.</p>
<p>ESL 243 Low-Intermediate Grammar 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> ESL 233 or ESL 223A with a grade of “C” or better or satisfactory score on ESL Placement Tests. Low-intermediate grammar for ESL students. It introduces students to writing paragraphs containing both compound and complex sentences in past and present tenses. Concurrent enrollment in ESL 242, ESL 247 and ESL 248 is highly recommended. Not open to students with credit in ESL 223B.</p>	<p>ESL 252 Intermediate Listening 3 units and Pronunciation <i>54 lecture hours</i> Listening and pronunciation for intermediate English speakers. Development the ability to understand and be understood by native speakers. Concurrent enrollment in ESL 253, ESL 257, and ESL 258 is highly recommended. Grades are P/NP. Not open to students with credit in ESL 232A.</p>
<p>ESL 244 English Conversation, 2 units Level 4 <i>36 lecture hours</i> Pair, small and large group discussion for limited English proficient students, including hypothetical situations, jobs and careers, and explaining the process; new relevant vocabulary introduced. (Last in a series of four conversation courses.) Grades are P/NP.</p>	<p>ESL 253 Intermediate Grammar 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> ESL 243 or ESL 223B with a grade of “C” or better or satisfactory score on ESL Placement Tests. Intermediate grammar for ESL students. It introduces students to writing paragraphs containing both compound and complex sentences in present, past, and future tenses. Concurrent enrollment in ESL 252, ESL 257 and ESL 258 is highly recommended. Not open to students with credit in ESL 233A.</p>

Programs and Courses

ESL 257 Intermediate Reading 3 units
54 lecture hours

Prerequisite: Completion of ESL 247 or ESL 227B with a "C" or better grade, or satisfactory score on ESL Placement Tests. Reading and vocabulary development for intermediate ESL. It develops ability to read and understand long paragraphs and stories. Concurrent enrollment in ESL 252, ESL 253, or ESL 258 is highly recommended. Not open to students with credit in ESL 237A.

ESL 258 Intermediate Writing 4 units
72 lecture hours

Prerequisite: ESL 248 or 228B with a grade of "C" or better, or satisfactory score on Placement Tests. Writing for intermediate ESL. Develops ability to write more detailed paragraphs using simple and compound sentences in varied verb tenses with proper grammar and mechanics. Concurrent enrollment in ESL 252, 253, and 257 is highly recommended. Not open to students with credit in ESL 238A.

ESL 259 Language of Math for ESL Students 3 units

54 lecture hours
Intended to familiarize speakers of other languages with the language of basic mathematics as needed in dealing with whole numbers, addition, subtraction, multiplication, division and basic fractional manipulation. Grades are P/NP.

ESL 262 High-Intermediate Listening and Pronunciation 3 units

54 lecture hours
Listening and pronunciation for high-intermediate English speakers. Development of the ability to understand and be understood by native speakers. Concurrent enrollment in ESL 263, 267, and 268 is highly recommended. Grades are P/NP. Not open to students with credit in ESL 232B.

ESL 263 High-Intermediate Grammar 3 units

54 lecture hours
Prerequisite: ESL 253 or ESL 233A with a grade of "C" or better or satisfactory score on ESL Placement Tests. High-intermediate grammar for ESL students. It introduces students to writing short paragraphs containing compound and complex sentences in present, past, present perfect, and future tenses. Concurrent enrollment in ESL 262, ESL 267, and ESL 268 is highly recommended. Not open to students with credit in ESL 233B.

ESL 267 High-Intermediate Reading 3 units

54 lecture hours
Prerequisite: ESL 257 or ESL 237A with a grade of "C" or better, or satisfactory score on ESL Placement Tests. Reading and vocabulary development for high intermediate ESL. Further develops ability to read and understand long paragraphs and stories with emphasis on reading skills. Concurrent enrollment in ESL 262, ESL 263, ESL 268 is highly recommended. Not open to students with credit in ESL 237B.

ESL 268 High Intermediate Writing 4 units
54 lecture hours, 36 lab hours

Prerequisite: ESL 258 or 238A with a grade of "C" or better, or satisfactory score on Placement Tests. Writing for high-intermediate ESL students. Further develops ability to write longer, correctly formatted paragraphs with simple, compound, and complex sentences with proper grammar, spelling, and verb tenses. Concurrent enrollment in ESL 262, 263, and 267 is highly recommended. Not open to students with credit in ESL 238B.

Environmental Technology

ENVTC 20 Water Distribution System O&M 3 units

54 lecture hours
Transferable to CSU
Topics covered will include drinking water sources with an emphasis on groundwater wells, pumps, water pipes, valves, hydrants, groundwater quality, chemicals used for water disinfection, state and federal regulations for distribution systems and water sampling techniques for distribution systems. This course will prepare students to take a state certification examination for water distribution systems, which is the first step in working for a public entity that delivers safe drinking water to the public. This class will also count for Continuing Education Credits (contact hours) for existing operators.

ENVTC 21 Water Treatment Plant Operation 3 units

54 lecture hours
Transferable to CSU
Topics covered will include the drinking water sources (groundwater and surface water), protection of drinking water sources, intake structures, water conveyances, water treatment facilities, water quality verses treatment techniques, chemicals used for water filtration and disinfection, state and federal regulations for surface water sources and water sampling techniques for groundwater and surface water. This course will prepare students to take a state certification examination for water treatment, which is the first step in working for a public water system that treats and delivers safe drinking water to the public. This class will also count for Continuing Education Credits (contact hours) for existing operators.

ENVTC 25 Wastewater Treatment Plant Operation Level II 3 units

54 lecture hours

Transferable to CSU

This class covers advanced wastewater treatment techniques. This will include effluent disposal methods, activated sludge treatment, sludge digestion and disposal, effluent discharge, plant safety, plant maintenance, laboratory procedures, and treatment plant administration. This course will help prepare students to take a state certification examination for wastewater treatment. This is the first step in working for a public wastewater utility. (L,M)

Ethnic Studies

ETHN 1 Introduction to Chicano Studies 3 units

54 lecture hours

Transferable to CSU/UC

Emphasizes an interdisciplinary analysis of historical, socio-political, economic, educational, and cultural conditions related to the chicano population in the United States. The focus is on the past and contemporary Chicano social movements and the intersections of race/ethnicity, class, and gender. Not open to students with credit in LARAZ 1.

Family and Consumer Science

FCS 10 Principles of Nutrition 3 units

54 lecture hours

Transferable to CSU/UC - UC Limit

Functions of nutrients in the human body. Nutritional needs of individuals through their life cycle, food choice determinants, effects of cooking and processing, role and safety of food additives, and meal planning guidelines. Not open to students with credit in HLTH 10. (L)

Fire Technology

FIRE TECHNOLOGY (Associate in Science)

Required Courses **Units**

FIRTC 1 Fire Protection Organization	3
FIRTC 2 Fire Prevention Technology	3
FIRTC 3 Fire Protection Equipment and Systems.....	3
FIRTC 4 Building Construction for Fire Protection	3
FIRTC 5 Fire Behavior and Combustion	3
FIRTC electives	3
Total units required for degree major	18

Additional Recommended Courses:

BIOL 5 Human Physiology	4
BCA 15 Business Computer Applications - Beginning.....	3
CHEM 2A Introduction to Chemistry.....	5
EMT 61 Emergency Medical Technician I	4
OA 15A OR 15 Elementary Keyboarding.....	3
CWEE 45 Occupational Work Experience	1-4

FIRST RESPONDER (Certificate of Training)

Required Courses **Units**

FIRTC 205 Emergency Response.....	1.5
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FIRE TECHNOLOGY (Certificate of Achievement)

Required Courses **Units**

FIRTC 1 Fire Protection Organization	3
FIRTC 2 Fire Prevention Technology	3
FIRTC 3 Fire Protection Equipment and Systems.....	3
FIRTC 4 Building Construction for Fire Protection	3
FIRTC 5 Fire Behavior and Combustion	3
FIRTC Electives.....	9

Plus 6 units from the following:

AJ 10 Introduction to Law Enforcement.....	3
ENGL 1A College Composition and Reading OR ENGL 51 Preparatory Composition and Reading	4
SPEECH 1 Public Speaking	3
Total units required	30

Programs and Courses

FIRE FIGHTER I ACADEMY

The Fire Fighter I Academy is an intensive training program which academically prepares students for entry-level jobs in the fire fighting field. The California State Fire Fighter I curriculum and Emergency Medical Technician guidelines are followed throughout the program and cover the basic skills and knowledge needed to work in the fire service field. While students who are not yet 18 years of age may enroll in the academy, they must be 18 years of age or older to complete the EMT portion of the class and successfully complete the academy. Students must also provide a physician's approval to participate in the physical training portion of the academy.

Students who successfully complete the academy may be certified by the State of California after completing either one year as a volunteer fire fighter or six months as a paid fire fighter with a California fire department. To assist graduates of the academy in obtaining the required experience at a California fire department, Yuba College also offers the Fire Technology Practicum.

FIRE TECHNOLOGY-FIRE ACADEMY (Associate in Science)

Required Course	Units
FIRTC 64A Fire Fighter 1 Academy Module A and FIRTC 64B Fire Fighter 1 Academy Module B	26

FIRE TECHNOLOGY-FIREFIGHTER ACADEMY

Required Course	Units
FIRTC 64 Fire Fighter I Academy	26

Other Certificates of Training that students may earn within the Fire Fighter I Academy include the following:

BASIC INCIDENT COMMAND SYSTEM - ICS 200
(Certificate of Training)

EMERGENCY MEDICAL TECHNICIAN I
(Certificate of Training)

FIRE TECHNOLOGY PRACTICUM

Graduates of the Fire Fighter 1 Academy who obtained a grade of "B" or higher and meet other prerequisites qualify to apply for entry in the Fire Technology Practicum. The practicum provides hands-on experience at a fire station and includes supervised fire fighting activities. Students receive a Certificate of Training after completing six months of training and a Certificate of Completion upon completing one year.

FIRE TECHNOLOGY PRACTICUM I (Certificate of Achievement)

Required Courses	Units
FIRTC 64AO Fire Technology Practicum	15

FIRE TECHNOLOGY PRACTICUM II (Certificate of Achievement)

Required Courses	Units
FIRTC 64AO AND/OR 64BO Fire Technology Practicum	30

FIRTC 1 Fire Protection Organization 3 units 54 lecture hours

Transferable to CSU

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 department 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. Not open to students with credit in FIRTC 10. (L)

FIRTC 2 Fire Prevention Technology 3 units 54 lecture hours

Transferable to CSU

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, detection, and suppression systems. Not open to students with credit in FIRSC 12. (L)

FIRTC 3 Fire Protection Equipment and Systems 3 units 54 lecture hours

Transferable to CSU

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. Not open to students with credit in FIRSC 15. (L)

FIRTC 4 Building Construction for Fire Protection 3 units 54 lecture hours

Transferable to CSU

Fundamentals 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 studied in relationship to past fire and residential, commercial, and industrial occupancies. Not open to students with credit in FIRSC 27. (L)

Programs and Courses

<p>FIRTC 5 Fire Behavior and Combustion 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i></p> <p>Theory and fundamentals of how and why fires start, spread, and are controlled; an in-depth study of fire chemistry and physics, fire characteristics of materials, extinguishing agents, and fire control techniques. Not open to students with credit in FIRSC 13. (L)</p>	<p>FIRTC 64A Firefighter I Academy Module A 13 units</p> <p><i>199 lecture hours, 111 lab hours</i></p> <p>First of two fire academy modules to receive a completion of training certificate. Provides student with the basic skills and knowledge to work in the fire service the California State Firefighter I curriculum and emergency medical technician (EMT) guidelines will be followed. Provides training in basic concepts including fire department organization, fire control, equipment operation, prevention, protection, hose, nozzles and breathing apparatus. Includes physical training. Must be 18 years of age or older to complete the EMT portion of the class and successfully complete the academy. Students are required to purchase or show evidence of malpractice insurance. (L)</p>
<p>FIRTC 14 Fundamentals of Fire Protection 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i></p> <p>Theory and fundamentals of fire protection, including laws, water systems, and public fire protection, codes, ordinances, and building construction. Not open to students with credit in FIRSC 14. (L)</p>	<p>FIRTC 64AO Fire Technology Practicum v1-12.5 units</p> <p><i>1200 lab hours</i> <i>Prerequisite:</i> Successful completion of an accredited Firefighter I Academy with a minimum grade of "B" and admission to the Fire Technology Practicum Program.</p> <p>Hands on experience assigned to a fire station 240 hours a month; includes supervised fire fighting activities, scheduled and non-scheduled training, fire prevention, public education, equipment maintenance, and medical aid towards qualification for Fire Fighter I or Fire Fighter II Certification by the State of California. Grades are P/NP. (L)</p>
<p>FIRTC 21 Firefighting Tactics and Strategy 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i></p> <p>Fire ground operations, building construction, utilization of personnel, engine company assignments, truck company assignments, size-up, RECEO (rescue, exposure, confinement, extinguishment, and overhaul), ICS (incident command system) system. (L)</p>	<p>FIRTC 64B Firefighter I Academy Module B 13 units</p> <p><i>199 lecture hours, 111 lab hours</i> <i>Prerequisite:</i> FIRTC 64A</p> <p>Second of two fire academy modules to receive a completion of training certificate. Provides student with the basic skills and knowledge to work in the fire service the California State Firefighter I curriculum and emergency medical technician (EMT) guidelines will be followed. Provides training in basic concepts including fire department organization, fire control, equipment operation, prevention, protection, hose, nozzles and breathing apparatus. Includes physical training. Must be 18 years of age or older to complete the EMT portion of the course and successfully complete the academy. Students are required to purchase or show evidence of malpractice insurance. Successful completion of both modules is the equivalence of completing FIRTC 64.(L)</p>
<p>FIRTC 63A Driver/Operator 1A 2 units</p> <p><i>36 lecture hours, 4 lab hours</i> <i>Corerequisite:</i> Valid Class B driver's license.</p> <p>Designed to provide the student with driving techniques for emergency vehicles and includes basic inspection and maintenance of equipment. Course involves actual driving exercises under simulated emergency conditions. This course is a component of the California State Fire Marshal's Apparatus Driver/Operator certification. (L)</p>	<p>FIRTC 64BO Advanced Fire Technology Practicum v1-12.5 units</p> <p><i>1200 lab hours</i> <i>Prerequisite:</i> Successful completion of an accredited Fire Fighter I Academy with a minimum grade of "B" and admission to Fire Technology Practicum Program.</p> <p>For students who have already completed six months of FIRTC Practicum. This course offers hands-on experience assigned to a fire station 240 hours a month; includes supervised fire fighting activities, scheduled and non-scheduled training, fire prevention, public education, equipment maintenance, and medical aid towards the qualification of the student for Fire Fighter I or Fire Fighter II Certification by State of California. Grades are P/NP. (L)</p>
<p>FIRTC 63B Driver/Operator 1B 2 units</p> <p><i>36 lecture hours, 4 lab hours</i></p> <p>Designed to provide student with the theory, methods, and techniques for operating fire service pumps; including types of pumps, engine and pump gauges, maintenance, unsafe pumping conditions, pressure relief devices, cooling systems, water supplies, drafting, field hydraulics and pumping operations. This course is a component of the California State Fire Marshall's Apparatus Driver/Operator certification. (L)</p>	
<p>FIRTC 64 Firefighter I Academy 26 units</p> <p><i>398 lecture hours, 222 lab hours</i> <i>Prerequisite:</i> Must be 18 years of age or older to complete the EMT portion of the class and successfully complete the academy. Physician's clearance is required.</p> <p>Provides student with the basic skills and knowledge to work in the fire service. The California State Firefighter I curriculum and emergency medical technician (EMT) guidelines will be followed. Provides training in basic concepts including fire department organization, fire control, equipment operation, prevention, protection, hose, nozzles, and breathing apparatus. Includes physical training. (L)</p>	

Programs and Courses

FIRTC 65A Fire Prevention 1A 2 units
40 lecture hours

Designed to provide the student with an understanding of fire prevention codes and the authority and responsibility of code enforcement. Includes a review of hazards and properties of liquids, metals, explosives, dusts, and plastics. This course is one of ten components of the California Fire Service Training and Education System classes needed for Fire Officer certification. (L)

FIRTC 65B Fire Prevention 1B 2 units
40 lecture hours

Designed to provide the student with an understanding of fire protection devices and systems, detection and alarm systems, egress and exiting requirements; life safety as applied to building design and construction. This course is one of ten components of the California Fire Service Training and Education System classes needed for Fire Officer certification. Not open to students with credit in FIRTC 66. (L)

FIRTC 67 Fire Investigation 1A 2 units
40 lecture hours

Designed to provide the student with the aspects of fire cause and origin determination; fire behavior and its effects on materials; indicators of fire origin including char and heat patterns; laws related to arson including search, arrest, and evidence collection. This course is one of ten components of the California Fire Service Training and Education System classes needed for Fire Officer certification. Grades are P/NP. (L)

FIRTC 68A Fire Command 1A 2 units
40 lecture hours

Designed to provide the student with an understanding of the fundamentals of fire behavior, pre-fire planning, fireground command structure and control techniques; emphasis on management, decision-making, resource utilization and performance goals and standards; includes fire command utilization and performance goals and standards; includes fire command simulation. This course is one of ten components of the California Fire Service Training and Education System classes needed for Fire Officer certification. (L)

FIRTC 68B Fire Command 1B 2 units
40 lecture hours

Designed to provide the student with an understanding of hazardous materials information for company officers. Includes physical properties, toxicity, protective clothing, containers, identification and data bases, response options and decision making. This course is one of ten components of the California Fire Service Training and Education System classes needed for Fire Officer certification. Not open to students with credit in FIRTC 69. (L)



FIRTC 68C Fire Command 1C 2 units
40 lecture hours

Designed to provide the student with an understanding of the responsibilities of the Company Officer at a wildland/urban interface (I-Zone) incident. Course will expose students to pre-planning strategies, tactics, and scene management of an incident where there is an intermingling of homes within a wildland environment. This course is one of ten components of the California Fire Service Training and Education System classes needed for Fire Officer certification. (L)

FIRTC 70 Fire Management 1 2 units
40 lecture hours

Designed to prepare or enhance the first line supervisor's ability to supervise subordinates in a fire service setting. Course introduces key management concepts and practices. Course addresses decision making, time management, leadership styles and theories, developing teams, personnel evaluations and counseling guidelines. This course is one of ten components of the California Fire Service Training and Education System classes needed for Fire Officer certification. (L)

FIRTC 71A Fire Instructor 1A 2 units
40 lecture hours

Prepares individuals to teach technical subject matter to fire service personnel. Course introduces types of learning, levels of instruction, testing, establishing course objectives, and developing lesson plans. Course is one of ten components of the California Fire Service Training and Education System classes needed for Fire Officer certification. Not open to students with credit in FIRSC 71. (L)

FIRTC 71B Fire Instructor 1B 2 units
40 lecture hours

Prerequisite: Successful completion of FIRTC 71A
Designed to prepare individuals to teach technical subject matter to fire service personnel. Course introduces development of job sheets, technical lesson plans, various types of examinations, group instruction techniques, and methods to evaluate instruction. This course is one of ten components of the California Fire Service Training and Education System classes needed for Fire Officer certification. Not open to students with credit in FIRTC 72. (L)

FIRTC 81 Basic Incident Command System I-200 1 unit

18 lecture hours
Designed to provide the student with a basic understanding of the Incident Command System (ICS). This course covers terminology, positions, organization, and management in the ICS. This course meets State Fire Marshal's standards of I-200 training. (L)

FIRTC 82 Intermediate Incident Command I-300 1.5 units

27 lecture hours
Prerequisite: FIRTC 81 (I-200 Basic Incident command System)
Designed to provide the student with an expanded understanding of the Incident Command System (ICS) by providing more description and detail of the organization and operation of the ICS. This course covers modules 7-11 and includes: duties of all positions, developing the system within a Unified Command structure, managing resources and demobilization, Air Operations support, and the principles involved in incident or event planning. This course is one of the ten components of the California Fire Service Training and Education System classes needed for Fire Officer certification. (L)

**FIRTC 84 Low Angle Rope
Rescue Operations 1 unit**

12 lecture hours, 12 lab hours

Designed primarily for those working in the fire service, but is open to anyone. This course will equip the student with the techniques and methods for using rope, webbing, hardware friction devices, and litters in low angle rescues. Areas covered include: rope and related equipment, anchor systems, safety lines, stretcher lashing and rigging, mechanical advantage systems along with single line and two line rescue systems. Upon successful completion of the course, students will receive State Fire Marshal certification. Grades are P/NP. (L)

**FIRTC 85 Wildland Firefighting
for Volunteer Firefighting 1.5 units**

24 lecture hours, 16 lab hours

Designed primarily for volunteer and local government firefighters who respond to wildland fires. Covers wildland firefighter safety, terminology, skills, equipment used, strategies, tactics, and basic fire behavior. Students will participate in a simulated wildfire exercise/event. Grades are P/NP. (L)

FIRTC 205 First Responder 3 units

54 lecture hours

Primarily designed for Public Safety Personnel and community members acting in the role of first responder. Course emphasizes taking appropriate action for medical emergencies until more advanced medical personnel arrive and stabilizing emergency scenes at major incidents. Upon completion of the course, student will receive First Aid and CPR certification that satisfies Title 22 for Public Safety Personnel. (L)

FIRTC 206 Hazardous Materials-FRO 1 unit

20 lecture hours, 4 lab hours

Designed primarily for First Responders who are at risk of exposure to toxic substances. Covers type, nature and physiological effects of hazardous materials. Designed to develop new First Responder attitudes toward health and safety and to increase safe behaviors in responding to hazardous material incidents. Upon completion of the course, students will receive certification from CSTI (California Specialized Training Institute). (L)

French

**FRNCH 1 Elementary French,
Part 1 4 units**

72 lecture hours

Transferable to CSU

Introduction to the language and culture of the French-speaking world. It includes the development of listening, speaking, reading, and writing French with an emphasis on the communicative skills, as well as the fundamentals of French grammar. (L)

FRNCH 10 Introduction to French 3 units

54 lecture hours

Transferable to CSU

Introductory course to the study of the French language and Francophone culture. At the successful completion of this course, the student will be able to converse in simple sentences using the present tense and a vocabulary of 800-1000 words. (L)

**GENERAL BUSINESS
(See Business)**

General Education

The General Education area major is approved by the California Community College Chancellor's Office and is designed to provide students with the opportunity to earn an Associate in Arts or Associate in Science degree in a broad area of study. Students who wish to transfer to a four-year college or university should consult with a counselor prior to beginning one of these majors for appropriate course selection.

Note: these majors will be printed on the diploma.

For the General Degree, you will need to complete one of the five areas listed. You may select the general education major of:

1. ARTS & HUMANITIES -- Associate in Arts Degree; Associate in Science Degree
2. SOCIAL AND BEHAVIORAL SCIENCES -- Associate in Arts Degree; Associate in Science Degree
3. NATURAL SCIENCE AND MATHEMATICS -- Associate in Arts Degree; Associate in Science Degree
4. COMMUNICATIONS -- Associate in Arts Degree; Associate in Science Degree
5. GENERAL HEALTH -- Associate in Arts Degree; Associate in Science Degree

Programs and Courses

ARTS & HUMANITIES (Associate in Arts Degree or Associate in Science Degree):

This degree emphasizes 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 learn to value aesthetic understanding and incorporate these concepts when constructing value judgments.

Students must complete 18 units from at least three of the areas listed below. Courses must be completed with a "C" or higher grade.

Art 1A, 1B, 1C, 3A, 3B, 5, 31

Asian American Studies 31

Early Childhood Education 39

English 1B, 2, 30A, 30B, 31A, 31B, 33, 34, 36, 37, 42, 46A, 46B

French 1, 10

History 4A, 4B, 5A, 5B, 6, 7, 8, 14, 15, 16A, 16B, 17A, 17B

Humanities 3, 5, 10, 11, 12, 15, 16, 20, 26A, 26B, 31, 33, 34

Mass Communications 11

Music 1, 1A, 1B, 3, 8A, 8B, 12, 15, 16

Philosophy 1, 2, 3, 20

Sign 1, 2, 3

Spanish 1, 2, 3, 4, 10, 20A, 20B, 35, 36

Speech 2

Theatre Arts 10, 33, 34

Women's Studies 26A, 26B, 29, 37



COMMUNICATION (Associate in Arts Degree or Associate in Science Degree):

This degree emphasizes the content of communication as well as the form and should provide an understanding of the psychological basis and social significance of communication. Students will be able to assess communication as the process of human symbolic interaction. Students will also develop skills in the areas of reasoning and advocacy, organization, accuracy, reading and listening effectively. Students will be able to integrate important concepts of critical thinking as related to the development of analysis, critical evaluation, to reason inductively and deductively that will enable them to make important decisions regarding their own lives and society at large.

Students must complete 18 units, selecting at least one course from each of the areas listed below. Courses must be completed with a "C" or higher grade.

English 1A, 1B, 1C

Philosophy 12

Speech 1, 3, 6, 7, 9

GENERAL HEALTH (Associate in Arts Degree or Associate in Science Degree):

This degree emphasizes the principles of healthful living by the integration of physical, psychological, social and spiritual factors. 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 complete 18 units from at least three of the areas listed below. Courses must be completed with a "C" or higher grade.

Counseling 10, 25

Family and Consumer Science 10

General Business 25

Health Education 1

Approved Physical Education activities
(1.5 units maximum)

Psychology 1A, 12, 31, 33, 41, 46

Sociology 30

Women's Studies 31

NATURAL SCIENCE (Associate in Arts Degree or Associate in Science Degree):

This degree allows the student to take courses that will prepare them for possible majors within the fields of science, including the allied Health fields, nursing preparation, health science and related fields, pre-med and more.

Students must complete 18 units from at least three of the areas listed below. At least one course MUST be selected from Mathematics. Courses must be completed with a "C" or higher grade.

Anthropology 1
Astronomy 1,11
Biology 1, 2, 3, 4, 5, 6, 10, 10L, 11, 15, 25
Chemistry 1A, 1B, 2A, 2B, 10
Ecology 10, 11, 12
Geography 1
Geology 10, 10L, 11L
Mathematics 1A, 1B, 7, 9, 10, 15, 16, 21, 25;
Physical Science 10A, 10B, 10C
Physics 2A, 2B, 3A, 3B, 4A, 4B
Plant Science 20, 20L, 22, 22L
Statistics 1

SOCIAL AND BEHAVIORAL SCIENCES (Associate in Arts Degree or Associate in Science Degree):

This degree emphasizes the perspective, concepts, theories and methodologies of the disciplines typically found in the vast variety of disciplines that comprise study in the Social and Behavioral Sciences. Students will study about themselves and as members of a larger society. Topics and discussion to stimulate critical thinking about ways people have acted in response to their societies will allow students to evaluate how societies and social subgroups operate.

Students must complete 18 units from at least three of the areas listed below. Courses must be completed with a "C" or higher grade.

Administration of Justice 10
Anthropology 2, 3
Early Childhood Education 3, 31
Economics 1A, 1B
Ethnic Studies 1
Geography 2
History 4A, 4B, 5A, 5B, 7, 8, 14, 15, 16A, 16B, 17A, 17B
Mass Communications 2
Political Science 1
Psychology 1A, 12, 22, 31, 33, 41, 46
Sociology 1, 2, 5, 10, 30
Speech 8
Women's Studies 29, 31, 35



Geography

GEOG 1 Physical Geography 3 units
54 lecture hours

Transferable to CSU/UC

A spatial study of Earth's dynamic physical systems and processes. Topics include maps, Earth-sun relations, weather, climate, water, landforms, soils, and the biosphere. Emphasis is on interrelationships among systems and processes and their resulting patterns and distributions. (L)

GEOG 2 Cultural Geography 3 units
54 lecture hours

Transferable to CSU/UC

Survey of human populations and their relationship with the physical environment; past and present development of cultures.

Programs and Courses

Geology

GEOL 10 Introduction to Geology 3 units

54 lecture hours

Transferable to CSU/UC - UC Unit Limit

Physical geology introduces the processes that are at work changing the Earth today. Covers rocks and minerals, volcanoes, earthquakes and plate tectonics. It also examines how water and wind shape the Earth's surface. Not open to students with credit in GEOL 10L. (L)

GEOL 10L Physical Geology 4 units

54 lecture hours, 54 lab hours

Transferable to CSU/UC - UC Unit Limit

Physical geology introduces the processes that are at work changing the Earth today. Covers rocks and minerals, volcanoes, earthquakes and plate tectonics. It also examines how water and wind shape the Earth's surface. Not open to students with credit in GEOL 10. (L)

GEOL 11L Historical Geology 4 units

54 lecture hours, 54 lab hours

Transferable to CSU/UC

Historical Geology is the study of the evolution of life and landforms through geologic time through the examination of the rock record. In this course one will learn how the study of fossils, rocks, tectonic processes, and geologic structures can provide us with information regarding Earth's geologic and biologic history. (L)

GEOL 12 Oceanography 3 units

54 lecture hours

Transferable to CSU/UC

General introduction to the basic principles of oceanography including the study of geological, physical, and chemical oceanography. Topics will include the origin of Earth and the oceans, plate tectonics, marine provinces, sediment, seawater, composition and geochemical distributions, surficial and deep-water oceanic circulation, waves, tides, coastal erosion and deposition, marine ecosystems, and human's effects on the oceans. Not open to students with credit in ECOL 12. (L)

GEOL 20 Geology of California 3 units

54 lecture hours

Transferable to CSU/UC

General introduction to the geological sciences with emphasis on the geology of California. Topics covered will include the tectonic provinces, landforms, natural resources, geologic history, natural hazards, and related geologic environmental problems in the state. (L)

GEOL 40 Geology of Yosemite .5 unit

6 lecture hours, 9 lab hours

Transferable to CSU

This field course focuses on the geology of Yosemite National Park, with emphasis on the tectonic and erosional history of the area. The course includes study of the various intrusive rocks and the minerals they contain, as well as the relative ages of the plutons. Glacial erosional and depositional processes will be discussed.

GEOL 41 Regional Geology - Field Trip v1-3 units

18 lecture hours (1 unit)

36 lecture hours (2 units)

54 lecture hours (3 units)

Transferable to CSU

This field course provides an opportunity to explore specific areas of geologic interest. Tectonic setting, sedimentary processes and rock formation will be emphasized. Trip location will vary depending on season and accessibility. Varying amounts of hiking will be required depending on the location. Students are responsible for the costs of meals, transportation, and camping or lodging.

Health Education

HLTH 1 Health and Life Style Choices 3 units

54 lecture hours

Transferable to CSU/UC

Issues include wellness, functioning optimally, and promoting healthy behavior changes. Topics explore diet, exercise, stress, CVD, cancer, substance abuse, sexually transmitted disease, mental health, aging and analysis of available health information. (L)

HLTH 2 First Aid and CPR 1 unit

18 lecture hours

Transferable to CSU

Learn skills needed for standard First Aid and Cardiopulmonary Resuscitation. Course is highly recommended for volunteer coaches, parents, child care givers and individuals who are interested in helping save lives. Upon successful completion, students will receive Red Cross certification. (L)

HLTH 4 Psychosocial Health 3 units

54 lecture hours

Transferable to CSU

Explores how attitudes and emotions affect physical health along with emotional health. Additionally how psychosocial health can play a role in prevention of disease. This class presents current research on the link between the mind and the body. (L)

HLTH 5 Sport Psychology 3 units

54 lecture hours

Transferable to CSU

Provides a concentrated study of human behavior in the context of participating in sports and how behavior (performance) is affected by other sources. Includes study about motivation, the brain's impact on performance, stress, goal setting, sport imagery and current research into sport performance. (L)

Programs and Courses

HIST 15 Mexican-American History 3 units
54 lecture hours

Transferable to CSU/UC

Historical development of Mexican Americans from Mexican origin, settlement in the United States, to the present time. Emphasis is given to the pre-Columbian setting, the indigenous heritage, European conquest and legacy, distinctive colonial institutions, and the growth of independence movements in the United States and Mexico. Major political, social, economic, and cultural factors will be presented, focusing on the roles played by diverse peoples and cultures who share in the development of the United States and Mexico. Satisfies CSU Title V, Section 40404, U.S. History, Constitution, and American Ideals requirement when both HIST 15 and POLSCI 1 are completed. Not open to students who have completed ETHN 15 or LARAZ 15. (L)

HIST 16A African-American History to 1865 3 units

54 lecture hours

Transferable to CSU/UC - UC Unit Limit

Survey of African-American history from pre-colonial period to the Civil War. ENGL 105 is recommended. Not open to students with credit in AFRO 16A. (L)

HIST 16B African-American History 3 units

54 lecture hours

Transferable to CSU/UC - UC Unit Limit

Survey of African-American history from Civil War to present. Not open to students with credit in AFRO 16B (Ethnic Studies). (L)

HIST 17A United States History 3 units

54 lecture hours

Transferable to CSU/UC - UC Unit Limit

Survey of U.S. history tracing the political, social, economic, and cultural development of American ideals and actions from the Pre-Revolutionary Period through the Civil War Era. Satisfies U.S. History portion of CSU Title V, Section 40404 requirement. Also satisfies government(s)/constitution(s) portion when both HIST 17A and HIST 17B are completed. (L)

HIST 17B United States History 3 units

54 lecture hours

Transferable to CSU/UC - UC Unit Limit

Political, social, economic, and cultural history of the United States from the Industrial Revolution to the present. It focuses on the ideals, decisions, forces, institutions, individuals, events, and processes that affected the continuity and change during this time. Satisfies U.S. History portion of CSU Title V, Section 40404 requirement. Also satisfies government(s)/constitution(s) portion when both HIST 17A and HIST 17B are completed. (L)

HIST 21 Historical Research and Writing 1 unit

18 lecture hours

Transferable to CSU

Introduces students to historical research methods and writing.

Human Services

The two-year Human Services program is designed to meet an increasing need for paraprofessional and volunteer human services generalists. The program is designed to prepare students for employment as Human Service paraprofessional counselors, workers, and aides in areas of welfare, vocational rehabilitation, mental health, and chemical dependency. The program also provides additional training and skills to paraprofessionals and volunteer human service workers currently employed, enabling them to more effectively meet human services needs.

HUMAN SERVICES (Associate in Science)

Required Courses	Units
HUSEV 10 Introduction to Human Services	3
PSYCH 1A General Psychology	3
PSYCH 33 Personal/Social Adjustment	3
SOCIL 1 Introduction to Sociology	3
SOCIL 2 Social Problems	3
SOCIL 10 Sociology of Marriage	3
SPECH 7 Interpersonal Communication	3
Total units required for degree major	21
Additional Recommended Courses:	
AJ 31 Criminal/Delinquent Behavior	3
AJ 33 Introduction to Correctional Counseling	3
ASIAN 14 Asian-American History	3
EDUC 1 Introduction to Teaching	3
ECE 31 Child, Family, and Community	3
ETHN 1 Introduction to Chicano Studies	3
PSYCH 40 Childhood/Adolescence	3

CHEMICAL DEPENDENCY COUNSELOR (Associate in Science)

Required Courses	Units
HUSEV 20 Introduction to Chemical Dependency Studies .3	
HUSEV 21 Introduction to Physiological/ Psychological Effects of Drugs of Addiction	3
HUSEV 22 Introduction to Development/Progression of Addictive Patterns of Behavior	3
HUSEV 23 Basic Law/Ethics for Chem. Dep. Couns.	3
HUSEV 24 Case Management/Psychopathology	3
HUSEV 25 Basic Chemical Dependency Counseling	3
*HUSEV 26A AND 26B Supervised Field Work Practicum (Internship)	7
Total units required for degree major	25

*Practicum consists of 300 hours, 255 hours field and 45 hours classroom, of specialized and supervised field work practice. Certification is by California Certification Board of Alcohol and Drug Counselors and requires additional extensive internships, usually completed during employment; qualifies a person for entry into a certified internship. The 255 practicum hours count toward further internship requirements.

CHEMICAL DEPENDENCY COUNSELOR (Certificate of Achievement)

Required Courses	Units
HUSEV 20 Introduction to Chemical Dependency Studies .	3
HUSEV 21 Intro/Physiological/Psychological Effects of Drugs of Addiction.....	3
HUSEV 22 Intro/Development/Progression of Addictive Patterns of Behavior.....	3
HUSEV 23 Basic Law/Ethics for Chemical Dependency Counselor.....	3
HUSEV 24 Introduction to Case Management/ Psychopathology.....	3
HUSEV 25 Basic Chemical Dependency Counseling	3
*HUSEV 26A AND 26B Supervised Field Work Practicum (Internship)	7
Electives (Select 6 units from the following)	6
Category I – 3 units required	
HUSEV 30 Adult Children of Alcoholics.....	1
HUSEV 31 Family Treatment Approaches	1
HUSEV 32 Relationship Addiction/Co-Dependency	1
HUSEV 33 Self-Awareness: Key to Non-Addictive Behavior..	1
HUSEV 34 Gender Differences Related to Substance Abuse	1
HUSEV 35 Addiction and Domestic Violence.....	1
HUSEV 36 Chemical Dependency Prevention in Schools..	1
HUSEV 37 Drug-Free Workplace: Employee Assist Programs	1
Category II – 3 units required	
HUSEV 10 Introduction to Human Services.....	3
PSYCH 1A General Psychology.....	3
SOCIL 1 Introduction to Sociology	3
Total units required.....	31

*Practicum consists of 300 hours, 255 hours field and 45 hours classroom, of specialized and supervised field work practice. Certification is by California Certification Board of Alcohol and Drug Counselors and requires additional extensive internships, usually completed during employment; qualifies a person for entry into a certified internship. The 255 practicum hours count toward further internship requirements.

SUBSTANCE ABUSE COUNSELOR – Information (not a degree)

Certification is by the California Certification Board of Alcohol and Drug Counselors. Extensive internships beyond the Yuba College Chemical Dependency Counselor Program are required for State Certification. The value of the Yuba College program of instruction is to:

1. Qualify for additional internships; and
2. Qualify for entry-level non-certified employment. The required internships defined below are usually completed during employment and do accept 255 hours of the Yuba College practicum toward completion.

Certification Designation	Required Internship Hours
Certified Alcohol/Drug Counselor	6,000
Certified Alcohol Counselor	4,000
Certified Drug Counselor	4,000
HUSEV 10 Introduction to Human Services	3 units
<i>54 lecture hours</i>	
<i>Transferable to CSU</i>	
Survey of human services and social work. An exploration of helping skills applied to such human problems as poverty, parenting, education, substance abuse, illness, and mental health. Not open to students with credit in SOCIL 12. (L)	
HUSEV 11 Understanding Diverse Racial & Ethnic Cultures	3 units
<i>54 lecture hours</i>	
<i>Transferable to CSU</i>	
An understanding of human dynamics and differences between people of diverse racial, ethnic and gender backgrounds will be discussed. Designed to generate sensitivity and appreciation of differences, eliminate barriers that get in way of working with diverse populations and create a healthier and safer environment. (L)	
HUSEV 11B Cross-Cultural Perspectives in Human Service	3 units
<i>54 lecture hours</i>	
<i>Transferable to CSU</i>	
Provide students with a consistent framework which can inform and provide a better, more in-depth understanding of culture and its relationship to psychological processes. (L)	
HUSEV 15 Aging: Concepts and Issues	3 units
<i>54 lecture hours</i>	
<i>Transferable to CSU/UC</i>	
Social, economic, and psychological factors related to aging and the changing roles in contemporary society. Topics include current controversies, personal adaptation to aging, income and housing, health and long-term care, employment and retirement, community social services, and social inequality. Not open to students with credit in SOC 30. (L)	
HUSEV 20 Introduction to Chemical Dependency Studies	3 units
<i>54 lecture hours</i>	
<i>Transferable to CSU</i>	
Overview of major topics in the study of drug abuse and dependency, i.e. history, drugs of abuse, models of prevention, addiction and treatment, and local and national policy. Not open to students with credit in HUSEV 50. (L)	

Programs and Courses

HUSEV 21	Introduction to Physiological/Psychological Effects of Drugs of Abuse	3 units	HUSEV 26A	Supervised Field Work Practicum	2 units
<p><i>54 lecture hours</i> <i>Transferable to CSU</i> An introduction and overview focused on drug action and disposition of the major drugs of abuse; ethanol, marijuana, cocaine, amphetamines, PCP, LSD, and designer drugs. Drug testing and the National Institute of Drug Abuse guidelines will be discussed. Not open to students with credit in HUSEV 51. (L)</p>			<p><i>18 lecture hours, 66 lab hours</i> <i>Prerequisite:</i> HUSEV 23 and 24 <i>Transferable to CSU</i> Supervised field work practice in a variety of settings. Introduction students to the various aspects of the field, and the opportunity to develop and refine their knowledge and skills in chemical dependency counseling. Meets California Association of Alcoholism and Drug Abuse Counselors requirements. Not open to students with credit in HUSEV 56A. (L)</p>		
HUSEV 22	Introduction to Development/Progression of Addictive Patterns of Behavior	3 units	HUSEV 26B	Supervised Field Work Practicum	5 units
<p><i>54 lecture hours</i> <i>Transferable to CSU</i> Introduction to the causes and development of addiction and co-dependency. Exploration of the process of denial, use of defense mechanisms, and the influences on the family. Not open to students with credit in HUSEV 52. (L)</p>			<p><i>18 lecture hours, 66 lab hours</i> <i>Prerequisite:</i> HUSEV 25 and 26A <i>Transferable to CSU</i> Supervised field work practice in a variety of settings that will introduce students to the various aspects of the field and will afford students the opportunity to develop and refine their knowledge and skills in chemical dependency counseling. Meets California Association of Alcoholism and Drug Abuse Counselor's requirements. Not open to students with credit in HUSEV 56B. (L)</p>		
HUSEV 23	Basic Law/Ethics for Chemical Dependency Counselors	3 units	HUSEV 30	Adult Children of Alcoholics	1 unit
<p><i>54 lecture hours</i> <i>Transferable to CSU</i> Introduction to the legal/ethical responsibilities of the Chemical Dependency Counselor, with emphasis on confidentiality and the legal concept of privilege. All federal/state laws regarding the counselor/client relationship, client's rights, child abuse reporting, etc., will be discussed. Emphasis is on the obligation of the counselors to the clients, their families, and society. Not open to students with credit in HUSEV 53. (L)</p>			<p><i>18 lecture hours</i> <i>Transferable to CSU</i> Exploration of techniques, concepts and behavioral guidelines for identifying the consequences of parental alcoholism/addiction. Principles of modeling, shaping, reinforcement and extinction of dysfunctional behavioral patterns learned in childhood will be described. Not open to students with credit in HUSEV 60. (L)</p>		
HUSEV 24	Introduction to Case Management	3 units	HUSEV 31	Family Treatment Approaches	1 unit
<p><i>54 lecture hours</i> <i>Transferable to CSU</i> Introduction to mental health problems which affect substance abuse. Focus on the techniques of interviewing, case conceptualization, treatment planning, case management, and relapse control in chemical dependency counseling. Familiarization with DSM IV-R and system of diagnosis approved by the American Psychiatric Association including differential diagnosis, prognosis, and associated features. Not open to students with credit in HUSEV 54. (L)</p>			<p><i>18 lecture hours</i> <i>Transferable to CSU</i> An examination of the systems approach in chemical dependency counseling as it relates to dysfunctional, addictive families. Not open to students with credit in HUSEV 61. (L)</p>		
HUSEV 25	Basic Chemical Dependency Counseling	3 units	HUSEV 32	Relationship Addiction/Co-dependency	1 unit
<p><i>54 lecture hours</i> <i>Transferable to CSU</i> Broad overview of the counseling methods used in the treatment of chemical dependency. An introduction to counseling theories and techniques used in the treatment; i.e., psycho-dynamic, behavioral, cognitive-behavioral, multi-modal, client centered, couples and family counseling. Case histories and specific theories will be analyzed. Not open to students with credit in HUSEV 55. (L)</p>			<p><i>18 lecture hours</i> <i>Transferable to CSU</i> Identification of co-dependent behavior and the effects of these behaviors on relationships; assessment of healthy vs. unhealthy relationships on a continuum. Not open to students with credit in HUSEV 62. (L)</p>		

HUSEV 33 Self Awareness: The Key to Non-Addictive Behavior 1 unit

18 lecture hours

Transferable to CSU

Emphasis on techniques to build a healthy relationship with oneself as fundamental for releasing addictive behavior patterns. Not open to students with credit in HUSEV 63. Grades are P/NP. (L)

HUSEV 34 Gender Differences Related to Substance Abuse 1 unit

18 lecture hours

Transferable to CSU

Exploration of the socialization process for females and males as it relates to the development of addictive behavior, the differences in societal views and treatment issues. Not open to students with credit in HUSEV 64. (L)

HUSEV 35 Addiction and Domestic Violence 1 unit

18 lecture hours

Transferable to CSU

An overview of factors contributing to and eliciting explosive behavior responses in adults and children where substance abuse occurs in the home. Not open to students with credit in HUSEV 65. Grades are P/NP. (L)

HUSEV 36 Chemical Dependency Prevention in Schools 1 unit

18 lecture hours

Transferable to CSU

Discussion of how parents, students, school systems and communities can achieve a drug-free community. Discussion activities at the elementary and secondary levels. Class appropriate for all concerned about chemical dependency in schools. Explores implementation of current models of prevention, and prevention strategies as applied to the school system. Not open to students with credit in HUSEV 66. (L)

HUSEV 37 Drug-Free Workplace: Employee Assistance Programs 1 unit

18 lecture hours

Transferable to CSU

Awareness and understanding of chemical dependency in the workplace. Principles that staff can use in dealing with chemical dependency and job performance. Not open to students with credit in HUSEV 67. (L)

Humanities seeks to explore the vital creativity and instinct of artists who brought about new insights in emerging cultures, the creative geniuses that helped to forge innovative ideas and modes of understanding, the creation and focus of religions that tapped the depths of the human spirit, philosophies and modes of thinking that shaped the consciousness of humankind, and the architecture that brought new ideas to form.

HUMAN 3 Music Appreciation 3 units

54 lecture hours

Transferable to CSU/UC

Study of music in relation to the humanities; music and composers of the Western World from Medieval to the 20th Century. Not open to students with credit in MUSIC 3. (L)

HUMAN 5 Art Appreciation 3 units

54 lecture hours

Transferable to CSU/UC

Introduction to art appreciation with an emphasis on basic 2D, 3D, and film mediums and their relationships to humanities. Historical and contemporary work with a multicultural focus will be emphasized. Not open to students with credit in ART 5. (L)

HUMAN 10 Introduction to Western Humanities 3 units

54 lecture hours

Transferable to CSU/UC

Learning the habit of making connections through thinking, feeling, sensing, and intuition, integration of the arts, architecture, music, philosophy, and history from pre-history through Renaissance. (L)

HUMAN 11 Art, Literature, and Music in Humanities 3 units

54 lecture hours

Transferable to CSU/UC

Art, literature, and music in the humanities from the Renaissance through the 20th Century. (L)

HUMAN 12 Jazz Appreciation 3 units

54 lecture hours

Transferable to CSU/UC

General survey of jazz from its original and early development to present day; extensive listening to recorded and live performance supports the lecture material. Not open to students with credit in MUSIC 12. (L)

HUMAN 15 Popular Music in the United States 3 units

54 lecture hours

Transferable to CSU/UC

Survey of popular music in the United States from about 1850 to present. Covers American Civil War songs, ragtime, blues, jazz, song writing, musical theater, country music, Latin music styles, rock, and current trends. Not open to students with credit in MUSIC 15. (L)

Humanities

Humanities is the study of making connections, a quest to understand "life in all of its manifestations." Art, sculpture, architecture, myth, religion, music, philosophy, and literature all provide a mirror to reflect the characteristics of a culture, its values, themes, and visions. Each is part of the web of life, giving insight into the totality.

Programs and Courses

HUMAN 16 World Music 3 units
54 lecture hours

Transferable to CSU/UC

An introduction to music as experienced through various world cultures including, but not limited to, Asia, India, the Middle East, Africa, Australia, and South America. Subcultures, such as Native American music and Ethnic North American music are also studied. Not open to students with credit in MUSIC 16. (L)

HUMAN 17 Music as Culture 3 units
54 lecture hours

Transferable to CSU/UC

A search of better understanding of what gives music meaning. Explorations into multiple genres, including classical, rock, rap, folk, Latino and World Music with an emphasis on the nature of sound, meaning, diversity, performance and value judgments. Not open to students with credit in MUSIC 17. (L)

HUMAN 18 Rock Music History and Culture 3 units
54 lecture hours

Transferable to CSU/UC

A survey of Rock music history with emphasis on its importance to culture and popular music. Covers the roots of rock, emergence and early styles, the Beatles/British Invasion, San Francisco, Folk Rock, Soul and Motown, Jazz Rock, Art Rock, Mainstream, Heavy Metal, Dance, Rap, and the Hip-Hop culture, Alternative and Progressive Rock. Not open to students with credit in MUSIC 18. (L)

HUMAN 20 Introduction to World Myth 3 units
54 lecture hours

Transferable to CSU/UC

Introduction to the nature and function of myth. This class analyzes ethnic and universal messages of myth and explores life's great themes across many cultures. (L)

HUMAN 26A Women in Art I 3 units
54 lecture hours

Transferable to CSU/UC

Role of women as artists in the Western World, beginning in the Middle Ages and concluding in the Twentieth Century art world. Not open to students with credit in ART 3A or WOMEN 26A. (L)

HUMAN 26B Women in Art II 3 units
54 lecture hours

Transferable to CSU/UC

The role of women as visual artists in Europe and the Americas, focusing on the Twentieth Century. Not open to students with credit in ART 3B or WOMEN 26B. (L)

HUMAN 31 Asian-American Humanities and Cultures 3 units
54 lecture hours

Transferable to CSU/UC

Survey of Asian-American cultures, including religions, traditions, and some highlights of history. Not open to students with credit in ASIAN 31. (L)

HUMAN 32 Film Studies: Focus on ... 3 units
54 lecture hours

Transferable to CSU/UC

Study of a particular director/artist, genre, or national cinema; students view and discuss full-length feature films; topic to be specified in class schedule. (L)

HUMAN 33 History of Film 3 units
54 lecture hours

Transferable to CSU/UC

Chronological survey of the motion picture; traces the development of the art, technology, and social importance of film during the last 110 years; screenings of significant and representative narrative, documentary, and experimental films from the silent to the modern era. Not open to students with credit in ENGL 33 or THART 33. (L)

HUMAN 34 Introduction to Film 3 units
54 lecture hours

Transferable to CSU/UC

Study of film as art and its influence on society, including interpretation, criticism, and technical developments. Students view and discuss full-length feature films. Not open to students with credit in ENGL 34 or THART 34. (L)

INFORMATION TECHNOLOGY (see Business)

Internship

INTRN 46 Internship v1-8 units
60-600 lab hours

Transferable to CSU

A cooperative effort between the college and the professional community to provide real-world experience in the student's major field. A maximum of 16 units can be earned during a student's enrollment at the college with an 8-unit maximum in any one semester. Those enrolling in this class are not eligible for Cooperative Work Experience classes or other internship classes during the same semester. Grades are P/NP. (L)

Learning Assistance

LEARN 52 Students with Disabilities 1 unit
Field Experience

9 lecture hours, 27 lab hours

Designed for students with interest in the field of human services, specifically education, medical, and social services. Increase awareness of the limitations imposed by a variety of disabilities and their impact on essential life activities including learning. Overview of the provision of community and college support services available for students with disabilities. Provides opportunity to assist in the physical and academic adaptation of students with disabilities to the community college environment. Grades are P/NP.

LEARN 70 Supplemental Instruction 1 unit

18 lecture hours

Effective Study strategies for preparing for course exams and successfully completing class projects for a targeted general education course. Targeted courses are identified each session. (L)

LEARN 102 Directed Study v.5-1 unit

27 lab hours (.5 unit)

54 lab hours (1 unit)

Counseling, study skills, and individualized assistance to help in all areas of study; required of all EOPS students. Grades are P/NP.

LEARN 111B Structural Grammar 2 1 unit

18 lecture hours

Emphasis on the use of certain parts of speech, prepositional phrases and clauses to construct sentences of syntactic variety.

LEARN 118 Workforce Skills and 3 units
Basic Reading/Writing

36 lecture hours, 54 lab hours

Review of basic skills in written language in preparation for entering the workforce. Emphasis on developing competency in reading comprehension and writing proficiency typically needed for success in vocational and/or entry level employment. Will incorporate computer word processing and use of internet. Additional focus on personal development of job-related skills, conduct, and attributes desired by employers.

LEARN 120 Basic Subjects 3 units

36 lecture hours, 54 lab hours

A general review of the basic concepts of reading, writing, and arithmetic. Grades are P/NP.

LEARN 122 Basic Studies 1 unit

18 lecture hours, 9 lab hours

Reviews basic concepts in arithmetic, grammar, and reading, as well as strategies for preparing for the GED exam. Not open to students with credit in LEARN 120. Grades are P/NP.

LEARN 125 Spelling Improvement 1 unit

18 lecture hours

Designed for student with learning difficulties that impact reading/writing tasks. Small group learning and individualized help in recognizing areas of spelling difficulties and developing a plan for improvement. Instruction in phonemic awareness, word parts, spelling rules and strategies for memory. Discussion and practice with educational technology including handheld devices, software and educational websites for improvement in spelling efficiency and accuracy. Includes exercises to build college level vocabulary. Recommendation: basic reading/writing skills, familiarity with computers, and readiness for college participation.

LEARN 126 Study Techniques 1 unit

9 lecture hours, 27 lab hours

Development and implementation of an individualized program of study for improvement in study skills necessary for success in college coursework. Recommendation: Basic reading/writing skills, familiarity with computers, and readiness for college participation. Grades are P/NP.

LEARN 128 Writing 1 unit

9 lecture hours, 27 lab hours

Individualized program of study for the improvement of writing skills, ranging from basic sentence structure through simple essay format. Grades are P/NP.

LEARN 155 Beginning Assistive 2 units
Computer Technology

18 lecture hours, 54 lab hours

Designed for students with disabilities who have limited computer experience. Focus is on use of keyboard/mouse, personal data storage, basic MS Word, use of MyCampus Portal and Blackboard, Internet use, educational websites, and software for independent learning. Incorporates an overview of currently available assistive computer technology used to meet the educational needs of students with physical, learning, and cognitive impairments. Grades are P/NP.

LEARN 156 Intermediate Assistive 1 unit
Computer Technology

9 lecture hours, 27 lab hours

Designed for students with disabilities in need of assistive computer technology to ensure equal access to college materials and improved efficiency on academic tasks. Prepares student for independent use of current technologies available in college computer labs, modern work environments, and personally adapted home computer systems. Recommendation basic reading/writing skills and familiarity with computers. Grades are P/NP.

LEARN 172 Real Life Math 1 unit

3 lecture hours, 45 lab hours

Developmental sequence of increasing difficulty in mathematical computations as they apply to real life situations focusing on addition, subtraction, multiplication, division, fractions, percentages, and decimals. Grades are P/NP.

LEARN 173 Understanding Word 1 unit
Problems

6 lecture hours, 136 lab hours

Analysis and solution of mathematical problems, emphasizing math language, estimation, and word problems. Grades are P/NP.

Programs and Courses

LEARN 174 Basic Math Facts and Operations 3 units

36 lecture hours, 54 lab hours

Mastery of basic mathematical facts of addition, subtraction, multiplication, and division; basic operations with whole numbers; and addition and subtraction of like fractions. Grades are P/NP.

LEARN 175 Workforce Skills and Mathematics 3 units

36 lecture hours, 54 lab hours

Review of basic skills in mathematics in preparation of reentering the workforce. Emphasis on math calculations and situational word problems encountered in vocational employment. Additional focus on personal development of job-related skills, conduct, and attributes desired by employers. Grades are P/NP.

LEARN 180 Reading and Writing Development 3 units

54 lecture hours

Designed especially for students with disabilities and others who have difficulty learning by traditional methods. Introduction course in basic reading/writing development in preparation for subsequent coursework requiring academic language arts skills. Emphasis on exploring current perception as a reader/writer, utilizing strategies for improved reading comprehension, understanding sentence/paragraph structure, building skills in mechanics of writing, and expanding vocabulary. This class will incorporate the use of educational technology to accelerate learning and as a tool for raising efficiency of reading/writing tasks. Recommendation: Basic reading/writing skills, familiarity with computers, and readiness for college participation.

LEARN 251 Academic Evaluation .5 unit

9 lecture hours

Designed for students who wish to better understand their individual spectrum of learning aptitudes including current achievement levels. Eligibility for academic accommodations may be considered based on testing information using step-by-step guidelines mandated by the California Community College system. Grades are P/NP.

Library Science

LIBSC 1 Basic Research Skills 1 unit

18 lecture hours

Transferable to CSU/UC

This course will help students acquire beginning information literacy 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. It emphasizes developing effective search strategies, selecting information tools, locating and retrieving information sources, analyzing and critically evaluating information, and using information.

MANAGEMENT AND SUPERVISION (see Business)

Manufacturing Technology

Manufacturing Technology is a comprehensive program of instruction designed to develop knowledge of scientific principle, mathematical concepts, and technical skills. It includes laboratory experiences found in machining, welding, and related technologies. These experiences will enable the student to enter industry with problem-solving skills in design, production planning, materials handling, quality control, inspection, and programming with computer-aided controls. The student, upon the successful completion of the program, will have a job-entry skill.

MANUFACTURING TECHNOLOGY/ MACHINING

(Associate in Science)

Required Courses	Units
DRAFT 30 Technical Drawing with AutoCAD	3
MFGT 20 Principles of Machine Shop	3
MFGT 21 Intermediate Machine Shop	3
MFGT 60 Problems in Manufacturing Technology	2
MFGT 62 Advanced Machine Shop	3
WELD 30 Gas Welding OR	2
WELD 10 Introduction to Arc Welding.....	4
Plus 14 additional units from the following:	
AUTO 22 Hydraulics (Fluid Power)	3
CWEE 45 Occupational Work Experience	3
MFGT 34 Computer Numerical Control.....	3
MFGT 35 Computer-Aided Manufacture	3
WELD 30 Gas Welding OR	2
WELD 10 Introduction to Arc Welding.....	4
WELD 83 GMAW/GTAW Production Welding	4
WELD 85 Structural Design/Fabrication	4
Total units required for degree major	30

MANUFACTURING TECHNOLOGY/ MACHINING

(Certificate of Achievement)

Required Courses	Units
AUTO 22 Hydraulics.....	3
DRAFT 30 Technical Drawing with AutoCAD	3
MFGT 20 Principles of Machine Shop	3
MFGT 21 Intermediate Machine Shop	3
MFGT 34 Computer Numerical Control.....	3
MFGT 35 Computer-Aided Manufacture	3
MFGT 60 Problems in Manufacturing Technology	2
MFGT 62 Advanced Machine Shop.....	3
WELD 30 Gas Welding OR	2
WELD 10 Introduction to Arc Welding.....	4
Total units required	24

Programs and Courses

MFGT 20 Principles of Machine Shop 3 units
54 lab hours

Transferable to CSU

Basic set-up and operation of the Engine Lathe, Vertical Milling Machine, Drilling Machines, Bandsaws and grinding machines. Emphasis will also focus on precision measurement. The course includes tooling selection for above machines. Introduction to computer numerical control is included. Safety in all aspects of machining. (L,M)

MFGT 21 Intermediate Machine Shop 3 units
36 lecture hours, 54 lab hours

Transferable to CSU

Emphasis in intermediate level machine shop, centers on the set-up and operation of the horizontal milling machine, surface grinder, vertical milling machine, engine lathe, tool and cutter grinder, precision layout, and safety practices. The above mentioned machines will be used to develop skills acquired in MFGT 20 or equivalent. Production of a tool using the machine shop with special emphasis on the concept of fits. (L,M)

MFGT 24L Introduction to Physical Metallurgy 3 units

36 lecture hours, 54 lab hours

Transferable to CSU

This is a basic course in physical metallurgy. Metal structure, mechanical testing and metallurgical examination will be emphasized. Not open to students with credit in APSCI 24 or 24L, or MFGT 24. (L,M)

MFGT 34 Computer Numerical Control 3 units
36 lecture hours, 54 lab hours

Transferable to CSU

Manual programming computer numerically controlled machine tools and processes using the standard G code format. Programs will include linear interpolation, circular interpolation and helical interpolation. Canned cycles and macros are also used. (L,M)

MFGT 35 Computer Aided Manufacture 3 units

36 lecture hours, 54 lab hours

Transferable to CSU

The use of a CAM (computer aided manufacturing) software system to learn about features, solids, geometry, and surfaces in the production of parts through the use of a CNC lathe and milling machine. (L,M)

MFGT 60 Problems in Manufacturing Technology 2 units

18 lecture hours, 54 lab hours

Transferable to CSU

Analysis of special problems not offered in the general curriculum. This course allows for further study in specialized areas of manufacturing technology and welding technologies. (L,M)

MFGT 62 Advanced Machine Shop 3 units
36 lecture hours, 54 lab hours

This is an advanced course in Machining, which encompasses Tool and cutter grinding, part design using a turret lathe, and a tracing lathe. Concepts that will also be covered are aspects of surface grinding and EDM machining. (L,M)

MFGT 63 Machine Construction & Repair 3 units

36 lecture hours, 54 lab hours

Machine tool construction and repair, based upon the refurbishing of a machine tool like a lathe or a milling machine. Emphasis will be placed on returning a machine tool to a production status that is out of tolerance. (L,M)

MARKETING (see Business)

Mass Communications

MASS COMMUNICATION

(Associate in Arts)

Required Courses	Units
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MCOMM 2 Introduction to Mass Communication.....	3
MCOMM 4 Studio Video Production.....	3
MCOMM 5 Electronic Movie Making.....	3
MCOMM 6 Sound Recording and Production.....	3
MCOMM 8 Introduction to Media Writing OR.....	3
MCOMM 19 News Writing and Reporting.....	3
MCOMM 14 Advanced Studio Video Production OR.....	3
MCOMM 20L Newspaper Production.....	3-4
MCOMM 15 Field Video Production.....	3
MCOMM 17 Television Remote Production.....	3
Total units required for degree major.....	24

MASS COMMUNICATION

(Associate in Science)

Required Courses	Units
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MCOMM 4 Studio Video Production.....	3
MCOMM 5 Electronic Movie Making.....	3
MCOMM 6 Sound Recording/Production.....	3
MCOMM 8 Introduction to Media Writing.....	3
MCOMM 15 Field Video Production.....	3
MCOMM 17 Television Remote Production.....	3
Total units required for degree major.....	18

MASS COMMUNICATION

(Certificate of Achievement)

Required Courses	Units
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ART 31 Basic Photography.....	3
MCOMM 4 Studio Video Production.....	3
MCOMM 5 Electronic Movie Making.....	3
MCOMM 6 Sound Recording/Production.....	3
MCOMM 8 Introduction to Media Writing.....	3
MCOMM 15 Field Video Production.....	3
MCOMM 17 Television Remote Production.....	3
Minimum units required.....	21

Programs and Courses

MCOMM 2	Introduction to Mass Communications	3 units	MCOMM 15	Field Video Production	3 units
<p>54 lecture hours Transferable to CSU/UC Survey of the principles, functions, and services of media in an information and communication oriented society; emphasis on history, economics, technologies, and the process of communication, as well as the social impact of print media, broadcasting and motion pictures. (L)</p>			<p>36 lecture hours, 54 lab hours Prerequisite: MCOMM 5 Transferable to CSU Advanced creative use of studio and electronic field video production. Includes scriptwriting, producing, directing, reporting, Videography, and non-linear post production using industry level software. Recommended: ability to work in a technical environment and operate audio/video equipment in the field. (L)</p>		
MCOMM 4	Studio Video Production	3 units	MCOMM 17	Television Remote Production	3 units
<p>36 lecture hours, 54 lab hours Transferable to CSU Semi-technical operation and creative use of television studio equipment; techniques of production, use of cameras, lighting, sound, titling, and video recording. (L)</p>			<p>36 lecture hours, 54 lab hours Transferable to CSU Advanced creative use of electronic field video production while using multiple cameras to produce live or archived television events, such as, sporting events, theatrical and musical productions, and entertainment or informational programs. The course is progressive in nature and may provide an expanded educational experience when repeated. Much of class time is devoted to "on location" production. (L)</p>		
MCOMM 5	Electronic Movie Making	3 units	MCOMM 19	News Writing and Reporting	3 units
<p>36 lecture hours, 54 lab hours Transferable to CSU/UC Introduction to electronic movie making; use of visual communication and personal experience to invoke emotion, to share ideas, and to construct persuasive visions of reality through electronic movie making. (L)</p>			<p>54 lecture hours Prerequisite: ENGL 51 Transferable to CSU/UC Recognizing, gathering, and writing the news in accepted journalistic style, learning to conduct personal interviews and cover speeches, meetings, and other events, understanding the legal and ethical issues related to reporting; emphasis on language and style, accuracy in news gathering, and research and organization of various types of stories. (L)</p>		
MCOMM 6	Sound Recording and Production	3 units	MCOMM 20A	News Media Production 1	3 units
<p>36 lecture hours, 54 lab hours Transferable to CSU Introduction to the tools and techniques of audio production: operation of audio control equipment for radio, television, film, and studio recordings. Recommended: ability to work in a technical environment and operate audio/video equipment in the field. (L)</p>			<p>27 lecture hours, 81 lab hours Prerequisite: ENGL 51 or eligibility for ENGL 1A Transferable to CSU Weekly production of the Yuba College student online news source and quarterly production of the Yuba College student news magazine. Students will learn journalistic standards, media ethics, researching, reporting, writing, and copy editing for basic news stories, features, and opinion, as well as basic page layout and design for both print and online publications. (L)</p>		
MCOMM 8	Introduction to Media Writing	3 units	MCOMM 20B	News Media Production 2	3 units
<p>54 lecture hours Prerequisite: ENGL 51 or eligible for ENGL 1A Transferable to CSU An introduction to the styles and script formats used in writing for the media. Practice is provided in writing proposals, treatments, storyboards, and scripts for radio, film making, television programs. (L)</p>			<p>27 lecture hours, 81 lab hours Prerequisite: MCOMM 20A or ENGL 20A Transferable to CSU Weekly production of the Yuba College student online news source and quarterly production of the Yuba College student news magazine. Students will learn journalistic standards, media ethics, researching, reporting, writing, and copy editing for specialized and in-depth news stories, features, and opinion; advanced page layout and design for both print and online publications, and editorial leadership. (L)</p>		
MCOMM 11	Basic Photography	3 units			
<p>54 lecture hours Transferable to CSU/UC Exploration into basic camera operation and black and white processing and printing. History and development of photography. Emphasis on personal expression. Adjustable camera preferred. (L)</p>					
MCOMM 14	Advanced Studio Video Production	3 units			
<p>36 lecture hours, 54 lab hours Prerequisite: MCOMM 4 Transferable to CSU Advanced-technical operation and creative use of television studio equipment. Techniques of production, use of cameras, lighting, sound, titling, video recording, and video switching effects.</p>					

MCOMM 20C News Media Production 3 3 units

27 lecture hours, 81 lab hours

Prerequisite: MCOMM 20B or ENGL 20B

Transferable to CSU

Weekly production of the Yuba College student online news source and quarterly production of the Yuba College student news magazine. Students will learn journalistic standards, media ethics, researching, reporting, writing, and copy editing for investigative news stories, features, and opinion; journalistic use of multimedia, and social media, and editorial leadership. (L)

MCOMM 20L News Media Production v3-4 units

108 lab hours (3 units) OR 162 lab hours (4 units)

Prerequisite: ENGL 51 or eligibility for ENGL 1A

Transferable to CSU

Weekly production of the Yuba College student online news source and quarterly production of the Yuba College student news magazine. Students will become familiar with all elements of news media production, including hard news, features, editorials, blogs, forums, email advisories, podcasts, online video, photo journalism, graphic art, and advertisement marketing. (L)

MCOMM 25 Mass Communications Field Experience v1-6 units

324 lab hours (1-6 units)

Transferable to CSU

Broadcast media production experience (including journalism) at a radio, television, newspaper, or media production facility under the supervision of the college professor and media professional; development of real world experience within major. Grades are P/NP. (L)

MCOMM 40 Introduction to Online Learning 1 unit

18 lecture hours

Transferable to CSU

This course will prepare you to successfully complete an online course through introduction to the technology and the online environment; how to use the software tools that manage an online course; and how to problem-solve online issues. Not open to students with credit in EDUC 40. Grades are P/NP.



Mathematics

MATHEMATICS (Associate in Science)

Required Courses	Units
MATH 1A Single Variable Calculus I -- Early Transcendentals	5
MATH 1B Single Variable Calculus II -- Early Transcendentals	4
MATH 2A Second Year Calculus	4
MATH 3 Linear Algebra	3
MATH 25 Finite Math OR STAT 1 Introduction to Statistical Methods OR	4
MATH 10 Liberal Arts Math OR.....	3
MATH 51 Plane Geometry	3
Total units required for degree major	19

MATHEMATICS (Associate in Science in Mathematics for Transfer)

Required Courses	Units
MATH 1A Single Variable Calculus I -- Early Transcendentals	5
MATH 1B Single Variable Calculus II -- Early Transcendentals	4
MATH 2A Second Year Calculus	4
Select one course from the following:	
MATH 2B Differential Equations	3
MATH 3 Linear Algebra	3
Select one additional course from the following:	
MATH 2B Differential Equations	3
MATH 3 Linear Algebra	3
PHYS 4A Mechanics	4
COMSC 6 Basic Programming.....	3
COMSC 7 Intro to Visual Basic Programming.....	3
COMSC 9A C++ Programming	3
Total units required for degree major	18-19

**MATH 1A Single Variable Calculus I -- 5 units
Early Transcendentals**

90 lecture hours

Prerequisite: A satisfactory score on the mathematics placement test or MATH 7 or MATH 20 and MATH 21.

Transferable to CSU/UC - UC Limit

A first course in differential and integral calculus of single variable: functions; limits and continuity; techniques and applications of differentiation and integration; fundamental theorem of calculus. Primarily for science, technology, engineering, and mathematics majors. (L,M)

Programs and Courses

<p>MATH 1B Single Variable Calculus II -- Early Transcendentals 4 units</p> <p><i>72 lecture hours</i> <i>Prerequisite:</i> MATH 1A <i>Transferable to CSU/UC</i> A second course in differential and integral calculus of a single variable: integration; techniques of integration; infinite sequences and series; polar and parametric equations; applications of integration. Primarily for science, technology, engineering 7 mathematics majors. (L,M)</p>	<p>MATH 9 Calculus for Business, Social and Life Science 4 units</p> <p><i>72 lecture hours</i> <i>Prerequisite:</i> MATH 52 with a grade of "C" or better. <i>Transferable to CSU/UC - UC Limit</i> Topics of calculus including differentiation, integration, graphs, limits, and rates. Applications from economics, business, life science, and behavioral science. Not open to students with credit in MATH 1A. (L,M)</p>
<p>MATH 1C Multivariable Calculus 4 units</p> <p><i>72 lecture hours</i> <i>Prerequisite:</i> MATH 1B <i>Transferable to CSU</i> Vector valued functions, calculus of functions of more than one variable, partial derivatives, multiple integration, Green's theorem, Stokes; theorem, divergence theorem. (L,M)</p>	<p>MATH 10 Liberal Arts Mathematics 3 units</p> <p><i>54 lecture hours</i> <i>Prerequisite:</i> MATH 52 <i>Transferable to CSU/UC</i> Designed for students majoring in areas other than science, math, or business to give appreciation and insight into structure and applications of math. Some typical topics, to be chosen by instructor, may include probability and statistics, sequences and series, population growth, graph theory, geometry and topology, number theory, history of math, finance math, voting methods and apportionment. (L,M)</p>
<p>MATH 2 Ordinary Differential Equations 3 units</p> <p><i>54 lecture hours</i> <i>Prerequisite:</i> MATH 1B <i>Transferable to CSU</i> The course is an introduction to ordinary differential equations including both quantitative and qualitative methods as well as applications from a variety of disciplines. Introduces the theoretical aspects of differential equations, including establishing when solution(s) exist, and techniques for obtaining solutions, including, series solutions, Laplace transforms and linear systems. (L,M)</p>	<p>MATH 15 Concepts and Structures of Mathematics 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU/UC - UC Limit</i> Designed for students who plan to become elementary school teachers. In depth study of mathematical system with emphasis on problem-solving, real numbers, set theory, logic, number theory, and fundamental counting problems. Essays on topics of current interest to the teaching profession, class presentations, and a study of techniques and materials used in today's elementary school classroom may also be included.</p>
<p>MATH 2A Second Year Calculus 4 units</p> <p><i>72 lecture hours</i> <i>Prerequisite:</i> MATH 1B <i>Transferable to CSU/UC</i> Emphasis on the calculus of two and three variable, including topics from vector analysis. Also, conics and polar coordinates. (L,M)</p>	<p>MATH 16 Concepts and Structures of Mathematics 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU/UC - UC Limit</i> Designed for students who plan to become elementary school teachers. Problem-solving, probability and statistics, measurement and the metric system, and geometry. Essays on topics of current interest to the teaching profession, class presentations, and a study of techniques and materials used in today's elementary school classroom may also be included. (L,M)</p>
<p>MATH 2B Differential Equations 3 units</p> <p><i>54 lecture hours</i> <i>Prerequisite:</i> MATH 1B <i>Transferable to CSU/UC</i> Topics in ordinary differential equations, Various solutions to elementary differential equations, required for most Engineering majors. MATH 2A is recommended. (L,M)</p>	<p>MATH 20 College Algebra 4 units</p> <p><i>72 lecture hours</i> <i>Prerequisite:</i> MATH 52 or satisfactory score on the mathematics placement test. <i>Transferable to CSU</i> College level course in algebra for majors in science, technology, engineering, and mathematics. Topics include polynomial, rational, radical, exponential, absolute value, and logarithmic functions, systems of equations, theory of polynomial equations, and analytic geometry. (L,M)</p>
<p>MATH 3 Linear Algebra 3 units</p> <p><i>54 lecture hours</i> <i>Prerequisite:</i> MATH 52 <i>Transferable to CSU/UC</i> Topics in linear algebra including properties and applications of matrices, determinants, and linear transformations. (L,M)</p>	<p>MATH 21 Plane Trigonometry 3 units</p> <p><i>54 lecture hours</i> <i>Prerequisite:</i> MATH 52 <i>Transferable to CSU</i> Trigonometric functions, fundamental formulas, identities, solution of triangles and complex numbers. (L,M)</p>
<p>MATH 7 Pre-Calculus 4 units</p> <p><i>72 lecture hours</i> <i>Prerequisite:</i> MATH 52 and MATH 21 <i>Transferable to CSU/UC</i> Calculus-oriented coverage of geometry, algebra, and trigonometry including elementary transcendental functions, conics, systems of equations, and mathematical induction; designed to prepare students for calculus (MATH 1A). (L,M)</p>	

Programs and Courses

<p>MATH 25 Finite Math 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> MATH 52 <i>Transferable to CSU/UC</i> Introductory study to include logic, set theory, matrices, vectors, linear programming, simplex algorithm, combinatorial techniques; and mathematics of finance. Applications from science, accounting, marketing, production and personnel management as time allows. (L,M)</p>	<p>MATH 52A Intermediate Algebra 3 units First Half <i>54 lecture hours</i> <i>Prerequisite:</i> MATH 50 or equivalent with a grade of "C" or better. Topics include: factoring polynomials, rational expressions, radicals, rational exponents and complex numbers. Designed for a variety of students, including those who have been unsuccessful in Math 52, are math anxious, or desire a slower paced, year long version of Math 52. Intended to provide students with additional exposure to algebraic concepts and additional time to practice them. This course is the first half of Intermediate Algebra. Math 52A and Math 52B must both be taken to be equivalent to Math 52 for courses that require Math 52 as a prerequisite, or to meet a degree requirement. (L,M)</p>
<p>MATH 50 Elementary Algebra 4 units <i>72 lecture hours</i> <i>Prerequisite:</i> MATH 111 or qualifying placement score. Introductory algebra. Topics include: signed numbers, graphing, linear equations, quadratic equations, and systems of linear equations in two variables. (L)</p>	<p>MATH 52B Intermediate Algebra 3 units Second Half <i>54 lecture hours</i> <i>Prerequisite:</i> MATH 52A or equivalent with a grade of "C" or better. Topics include: quadratic equations and functions, exponential and logarithmic functions, conic sections, linear systems in three variables, nonlinear systems, and variation. Designed for a variety of students, including those who have been unsuccessful in Math 52, are math anxious, or desire a slower-paced, year-long version of Math 52. Intended to provide students with additional exposure to algebraic concepts and additional time to practice them. This course is the second half of Intermediate Algebra. Math 52A and Math 52B must both be taken to be equivalent to Math 52 for courses that require Math 52 as a prerequisite, or to meet a degree requirement. (L,M)</p>
<p>MATH 50A Elementary Algebra - 3 units First Half <i>54 lecture hours</i> <i>Prerequisite:</i> MATH 111 with a grade of "C" or better or qualifying score on Placement Examination. Introductory algebra. Topics include: signed numbers, graphing, linear equations, and introduction to functions. Designed for a wide variety of students, including those who have been unsuccessful in Math 50, are math anxious, or desire a slower paced, year-long version of Math 50. Intended to provide students with additional exposure to algebraic concepts and additional time to practice them. It is the first half of Elementary Algebra and, together with Math 50B, is equivalent to Math 50 for courses that require Math 50 as a prerequisite. (L,M)</p>	<p>MATH 58 Quantitative Reasoning 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> MATH 50 Interpretation of and reasoning with quantitative information. Coverage of logic; units analysis; uses and abuses of percentages, ratios, and indices; financial management; and statistics. This course satisfies the AA and AS degree requirement but does not satisfy the prerequisite for a transferable math course. (L,M)</p>
<p>MATH 50B Elementary Algebra - 3 units Second Half <i>54 lecture hours</i> <i>Prerequisite:</i> MATH 50A with a grade of "C" or better. Introductory algebra. Topics include: graphing, quadratic equations, absolute value equations, systems of linear equations in two variables, compound inequalities, factorization of polynomials. Designed for a wide variety of students, including those who have been unsuccessful in Math 50, are math anxious, or desire a slower paced, year-long version of Math 50. Intended to provide students with additional exposure to algebraic concepts and additional time to practice them. It is the second half of Elementary Algebra and, together with Math 50A, is equivalent to Math 50 for courses that require Math 50 as a prerequisite. Math 50B is also suitable for students who desire to review the latter part of Math 50 before taking Math 52. (L)</p>	<p>MATH 110 Arithmetic for 3 units College Students <i>54 lecture hours</i> Whole numbers, fractions, mixed numbers, and decimals. Concepts of prime and composite numbers, and prime factorization; ratio, proportion, percent; rounding and estimating sums, differences, products, and quotients. Applications and the reasonableness of answers are stressed. Concepts, language usage, and reasoning skills are emphasized. (L)</p>
<p>MATH 51 Plane Geometry 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> MATH 50 Introductory plane geometry, the study of geometric relationships in the plane from inductive and deductive viewpoints. Satisfies the university admission requirements of high school plane geometry. (L,M)</p>	<p>MATH 111 Prealgebra 4 units <i>72 lecture hours</i> Seeks to develop algebraic thinking. Topics include: operations on the rational numbers; exponents; the order of operations; the real numbers and their decimal number representation; the field axioms; introduction to algebra; graphing in two dimensions; percent, ratio, proportion, basic geometry; conversion of units; and problem solving using equations. (L)</p>
<p>MATH 52 Intermediate Algebra 4 units <i>72 lecture hours</i> <i>Prerequisite:</i> MATH 50 Fundamental operations of algebra; linear and quadratic equations and inequalities; exponents and polynomials; rational expressions; radicals and fractional exponents; graph of a straight line; linear and quadratic system of equations; conic sections; exponential and logarithmic functions. (L,M)</p>	<p>MATH 52B Intermediate Algebra 3 units Second Half <i>54 lecture hours</i> <i>Prerequisite:</i> MATH 52A or equivalent with a grade of "C" or better. Topics include: quadratic equations and functions, exponential and logarithmic functions, conic sections, linear systems in three variables, nonlinear systems, and variation. Designed for a variety of students, including those who have been unsuccessful in Math 52, are math anxious, or desire a slower-paced, year-long version of Math 52. Intended to provide students with additional exposure to algebraic concepts and additional time to practice them. This course is the second half of Intermediate Algebra. Math 52A and Math 52B must both be taken to be equivalent to Math 52 for courses that require Math 52 as a prerequisite, or to meet a degree requirement. (L,M)</p>

METALWORKING-WELDING
 (see *Welding*)

Music

Certain classes can only be attempted four times. These courses are listed in class families starting on page 151.

MUSIC

(Associate in Arts)

Required Courses	Units
MUSIC 1A Elementary Harmony	3
MUSIC 1B Elementary Harmony	3
MUSIC 1C Elementary Theory Skills.....	1
MUSIC 1D Elementary Theory Skills.....	1
MUSIC 2A Advanced Harmony	3
MUSIC 2B Advanced Harmony	3
MUSIC 2C Advanced Theory Skills	1
MUSIC 2D Advanced Theory Skills	1
MUSIC 8A Music History	3
MUSIC 8B Music History	3
Total units required for degree major.....	22

MUSIC 1 Music Skills for Pre-Ed Majors 3 units

54 lecture hours

Transferable to CSU

Development and application of basic music skills; study of notation, rhythm, melody, harmony, keyboard, recorder, and autoharp. For education majors and others who have no previous experience in reading or playing music notation. At least one hour per week of music skills drill required. Not open to students with credit in ECE 21. (L)

MUSIC 1A Elementary Harmony 3 units

54 lecture hours

Transferable to CSU/UC

Review of music fundamentals. Emphasis on principle triads; part-writing procedures and analysis. Required of all music majors and minors. Required enrollment in MUSIC 1C (Theory Skills) and MUSIC 8A (Music History). Students with no previous piano study should enroll in MUSIC 41A. (L)

MUSIC 1B Elementary Harmony 3 units

54 lecture hours

Prerequisite: MUSIC 1A

Corequisite: MUSIC 1D

Transferable to CSU/UC

Continuation of MUSIC 1A. Study of diatonic harmony with an introduction to secondary dominants and elementary modulation. Exercises in part-writing, figured-bass, analysis, and melody harmonization. Required of all music majors and minors. (L)

MUSIC 1C Theory Skills 1 unit

54 lab hours

Corequisite: MUSIC 1A or 1B or MUSIC 2A or 2B

Transferable to CSU/UC

Exercises in applying theoretical concepts to the voice and keyboard. Emphasis on ear-training employing exercises in rhythmic reading and dictation, sight-singing, and melodic dictation. Required of all music majors and minors.

MUSIC 1D Theory Skills 1 unit

54 lab hours

Prerequisite: MUSIC 1C

Corequisite: MUSIC 1B or MUSIC 2A or MUSIC 2B

Transferable to CSU/UC

Continuation of MUSIC 1C. Exercises in applying theoretical concepts to the keyboard. Emphasis on ear-training employing programmed exercises in rhythmic reading, dictation of rhythmic, melodic, harmonic materials, and sight-singing. Required of all music majors and minors.

MUSIC 1E Keyboard Harmony I 1 unit

9 lecture hours, 27 lab hours

Prerequisite: MUSIC 41A

Corequisite: MUSIC 1B or MUSIC 2A

Transferable to CSU/UC

Keyboard application of music theory for music majors. The course prepares students toward piano proficiency exams required at transferring universities.

MUSIC 2A Advanced Harmony 3 units

54 lecture hours

Prerequisite: MUSIC 1B

Corequisite: MUSIC 1D or MUSIC 2C

Transferable to CSU/UC

Theoretical and practical techniques of chromatic harmony studied through written exercises and analysis. Required of all music majors. (L)

MUSIC 2B Advanced Harmony 3 units

54 lecture hours

Prerequisite: MUSIC 2A

Corequisite: Theory Skills sequence. (MUSIC 1C or 1D or 2C or 2D.)

Transferable to CSU/UC

Continuation of MUSIC 2A. Includes chromatic linear techniques of the common practice period, late 19th century, and 20th century techniques studied through analysis and written exercises. Required of all music majors.

MUSIC 2C Theory Skills 1 unit

54 lab hours

Prerequisite: MUSIC 1D

Corequisite: MUSIC 2A or MUSIC 2B

Transferable to CSU/UC

Continuation of MUSIC 1D. Exercises in applying theoretical concepts to the keyboard. Emphasis on ear-training employing programmed exercises in rhythmic reading dictation of rhythmic, melodic, harmonic materials, and sight-singing. Required of all music majors. (L)

MUSIC 2D Advanced Theory Skills 1 unit

36 lecture hours

Prerequisite: MUSIC 2C

Corequisite: MUSIC 2B

Transferable to CSU/UC

Continuation of MUSIC 2C. Exercises in applying advanced theoretical concepts to the voice. Emphasis on ear-training employing exercises in rhythmic reading and dictation, sight-singing, and melodic dictation. Required of all music majors and minors.

Programs and Courses

<p>MUSIC 2E Keyboard Harmony II 1 unit <i>9 lecture hours, 27 lab hours</i> <i>Prerequisite:</i> MUSIC 1B and MUSIC 1E <i>Transferable to CSU/UC</i> Intermediate keyboard application of music theory for music majors. The course prepares students toward piano proficiency exams required at transferring universities.</p>	<p>MUSIC 17 Music as Culture 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> A search of better understanding of what gives music meaning. Explorations into multiple genres, including classical, rock, rap, folk, Latino and World Music with an emphasis on the nature of sound, meaning, diversity, performance and value judgments. Not open to students with credit in HUMAN 17. (L)</p>
<p>MUSIC 3 Music Appreciation 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Study of music in relation to the humanities; music and composers of the Western world from Medieval to the 20th Century. Not open to students with credit in HUMAN 3. (L)</p>	<p>MUSIC 18 Rock Music History 3 units and Culture <i>54 lecture hours</i> <i>Transferable to CSU</i> A survey of Rock music history with emphasis on its importance to culture and popular music. Covers the roots of rock, emergence and early styles, the Beatles/British Invasion, San Francisco, Folk Rock, Soul and Motown, jazz Rock, Art Rock, Mainstream, Heavy Metal, Dance, Rap, and the Hip-Hop culture, Alternative and Progressive Rock. Not open to students with credit in HUMAN 18. (L)</p>
<p>MUSIC 8A Music History 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> Chronological survey of Western Art Music with special emphasis on style, genres, composers, and important works. Covers the period from antiquity to the early Baroque. Intended for the music major. The ability to read music notation is essential. Extensive listening to recorded examples required.</p>	<p>MUSIC 26 Musical Theatre Workshop 3 units <i>162 lab hours</i> <i>Transferable to CSU</i> Fundamentals of musical theatre performance; singing, acting, dancing, orchestra, and technical stagework. Students may specialize in area of interest. Works to be selected from various periods and styles. Participation in Yuba College production is required.</p>
<p>MUSIC 8B Music History 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> A chronological survey of Western Art Music with special emphasis on style, genres, composers, and important works. Covers the period from early Baroque to the present day. Intended for the music major. The ability to read music notation is essential. Extensive listening to recorded examples required.</p>	<p>MUSIC 28R Community Jazz Ensemble 1 unit <i>9 lecture hours, 27 lab hours</i> <i>Transferable to CSU/UC</i> Study and performance of jazz music literature. Grades are P/NP. (Repeatable: May be taken four times only.)</p>
<p>MUSIC 12 Jazz Appreciation 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> General survey of jazz from its original and early development to present day; extensive listening to recorded and live performances supports the lecture material. Not open to students with credit in HUMAN 12. (L)</p>	<p>MUSIC 30AR Applied Skills-Woodwinds 1 unit <i>9 lecture hours, 27 lab hours</i> <i>Corequisite:</i> MUSIC 1C or 1D or 2C or 2D, or consent of instructor. <i>Transferable to CSU/UC</i> Improvement of technical facility, musicianship and performing aspects of a woodwind instrument. For music majors with a concentration in either flute, oboe, clarinet, saxophone, or bassoon. (Repeatable: May be taken four times only.)</p>
<p>MUSIC 14A Conducting 1 2 units <i>36 lecture hours, 9 lab hours</i> <i>Corequisite:</i> MUSIC 1A, 1C, or consent of instructor. <i>Transferable to CSU</i> The study of style and technique of conducting with emphasis on interpretation and score analysis. (L)</p>	<p>MUSIC 30BR Applied Skills-Brass 1 unit <i>9 lecture hours, 27 lab hours</i> <i>Corequisite:</i> MUSIC 1C or 1D, or 2C, or 2D, or consent of instructor. <i>Transferable to CSU/UC</i> Improvement of technical facility, musicianship and performing aspects of a brass instrument. For music majors with a concentration in either trumpet, French horn, trombone, euphonium or tuba. (Repeatable: May be taken four times only.)</p>
<p>MUSIC 15 Popular Music in the 3 units United States <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> A survey of popular music in the United States from about 1850 to present. Covers American Civil War songs, ragtime, blues, jazz, songwriting, musical theater, country music, Latin music styles, rock, and current trends. Not open to students with credit in HUMAN 15. (L)</p>	<p>MUSIC 30CR Applied Skills-Composition 1 unit <i>9 lecture hours, 27 lab hours</i> <i>Prerequisite:</i> MUSIC 2A or consent of instructor. <i>Transferable to CSU/UC</i> Application of theory and harmony skills to original music composition. Composing art music for piano, voice and other instruments. (Repeatable: May be taken four times only.)</p>
<p>MUSIC 16 World Music 3 units <i>54 lecture hours</i> <i>Transferable to CSU/UC</i> An introduction to music as experienced through various world cultures including, but not limited to, Asia, India, the Middle East, Africa, Australia, and South America. Subcultures, such as Native American music and Ethnic North American music are also studied. Not open to students with credit in HUMAN 16. (L)</p>	

Programs and Courses

<p>MUSIC 30DR Applied Skills-Percussion 1 unit 9 lecture hours, 27 lab hours <i>Corequisite:</i> MUSIC 1C or 1D, or 2C, or 2D, or consent of instructor. <i>Transferable to CSU/UC</i> Improvement of technical facility, musicianship and performing aspects of a percussion instruments. For music majors with a concentration in snare drum, timpani, and mallet instruments. (Repeatable: May be taken four times only.)</p>	<p>MUSIC 35 Beginning Guitar v1-2 units 9 lecture hours, 27 lab hours (1 unit) 27 lecture hours, 27 lab hours (2 units) <i>Transferable to CSU/UC</i> Basic guitar technique with an emphasis on melody and chording.</p>
<p>MUSIC 30ER Applied Skills-Strings 1 unit 9 lecture hours, 27 lab hours <i>Corequisite:</i> MUSIC 1C or 1D, or 2C, or 2D, or consent of instructor. <i>Transferable to CSU/UC</i> Improvement of technical facility, musicianship and performing aspects of string instruments. For music majors with a concentration in violin, viola, cello or contrabass. (Repeatable: May be taken four times only.)</p>	<p>MUSIC 36 Intermediate Guitar 2 units 27 lecture hours, 27 lab hours <i>Prerequisite:</i> MUSIC 35 <i>Transferable to CSU/UC</i> Intermediate guitar technique with an emphasis on melody and chording.</p>
<p>MUSIC 30GR Applied Skills- Classical Guitar 1 unit 9 lecture hours, 27 lab hours <i>Corequisite:</i> MUSIC 1C or 1D, or 2C, or 2D, or consent of instructor. <i>Transferable to CSU/UC</i> Improvement of technical facility, musicianship and performing aspects of the Classical Guitar. (Repeatable: May be taken four times only.)</p>	<p>MUSIC 36A Intermediate Guitar 1 unit 9 lecture hours, 27 lab hours <i>Prerequisite:</i> MUSIC 35 <i>Transferable to CSU</i> Intermediate guitar technique with an emphasis on melody and chording.</p>
<p>MUSIC 31R Applied Skills-Piano 1 unit 9 lecture hours, 27 lab hours <i>Prerequisite:</i> MUSIC 42R (4 units) or equivalent. <i>Corequisite:</i> Music Theory or Music History <i>Transferable to CSU/UC</i> Individualized instruction in advanced piano literature with emphasis on improvement of technical facility, musicianship and performance. For music major with a piano concentration. (Repeatable: May be taken four times only.)</p>	<p>MUSIC 36B Intermediate Guitar 1 unit 9 lecture hours, 27 lab hours <i>Prerequisite:</i> MUSIC 36A <i>Transferable to CSU</i> Intermediate guitar technique with an emphasis on melody and chording.</p>
<p>MUSIC 32R Applied Skills-Voice 1 unit 9 lecture hours, 27 lab hours <i>Prerequisite:</i> MUSIC 40D or equivalent. <i>Corequisite:</i> MUSIC 34R, 54R, or 554 <i>Transferable to CSU/UC</i> Individualized instruction in vocal techniques, tone production, breathing, diction, and their application to the art song repertoire. One hour per week required in Music Lab required. Required of vocal music majors. (Repeatable: May be taken four times only.)</p>	<p>MUSIC 36C Intermediate Guitar 1 unit 9 lecture hours, 27 lab hours <i>Prerequisite:</i> MUSIC 36B <i>Transferable to CSU</i> Intermediate guitar technique with an emphasis on melody and chording.</p>
<p>MUSIC 33R Chamber Choir 3 units 36 lecture hours, 54 lab hours <i>Transferable to CSU/UC</i> Small vocal ensemble; study, preparation and performance of sacred and secular music from Renaissance through contemporary period in style. Audition is required. (Repeatable: May be taken four times only.)</p>	<p>MUSIC 40A Elementary Voice 1 unit 9 lecture hours, 27 lab hours <i>Transferable to CSU/UC</i> Group instruction in vocal techniques, tone production, breathing, diction, and their application to the art song repertoire; English or Italian diction emphasized. One hour per week in the Music Lab required. Required of vocal music majors. (L)</p>
<p>MUSIC 34R Concert Choir 1 unit 9 lecture hours, 27 lab hours <i>Transferable to CSU/UC</i> Study, rehearsal and performance of the standard choral literature, including oratorio, cantata, opera and extended choral works. (Repeatable: May be taken four times only.)</p>	<p>MUSIC 40B Elementary Voice 1 unit 9 lecture hours, 27 lab hours <i>Transferable to CSU/UC</i> Group instruction in vocal techniques, tone production, breathing, diction, and their application to the art song repertoire; English, Italian, and German diction are emphasized. One hour per week in the Music Lab required. Required of vocal music majors. (L)</p>
	<p>MUSIC 40C Intermediate Voice 1 unit 9 lecture hours, 27 lab hours <i>Transferable to CSU/UC</i> Group instruction in vocal techniques, tone production, breathing, diction, and their application to the art song repertoire; English, Italian, and German diction are emphasized. One hour per week in the Music Lab required. Required of vocal music majors. (L)</p>

Programs and Courses

MUSIC 40D Intermediate Voice 1 unit
9 lecture hours, 27 lab hours

Transferable to CSU/UC

Group instruction in vocal techniques, tone production, breathing, diction, and their application to the art song repertoire; English, Italian, and German diction are emphasized. One hour per week in the Music Lab required. Required of vocal music majors. (L)

MUSIC 41A Elementary Piano 1 unit
9 lecture hours, 27 lab hours

Transferable to CSU/UC

Elementary piano, covering the fundamentals of keyboard theory and technique, reading, solo and ensemble repertoire, and creative activities. (L)

MUSIC 41B Elementary Piano 1 unit
9 lecture hours, 27 lab hours

Prerequisite: MUSIC 41A

Transferable to CSU/UC

Elementary piano covering the fundamentals of keyboard theory and technique, reading, solo and ensemble repertoire, and creative activities. (L)

MUSIC 42 Intermediate Piano 1 unit
9 lecture hours, 27 lab hours

Transferable to CSU/UC

Group piano class for students with at least one year of concentrated piano study. Emphasis on technique, repertoire, and sight reading skills. (L)

MUSIC 42A Intermediate Piano 1 unit
9 lecture hours, 27 lab hours

Prerequisite: MUSIC 41B

Transferable to CSU

Group piano class for students with at least one year of concentrated piano study. Emphasis on technique, repertoire, and sight reading skills. (L)

MUSIC 42B Intermediate Piano II 1 unit
9 lecture hours, 27 lab hours

Prerequisite: MUSIC 42A

Transferable to CSU

Group piano class for students with at least one year of concentrated piano study. Emphasis on technique, repertoire, and sight reading skills.

MUSIC 43R Symphonic Band 2 units
18 lecture hours, 54 lab hours

Transferable to CSU/UC

Study and performance of band literature in all periods of music. Emphasis on the development of ensemble playing techniques. (Repeatable: May be taken four times only.)

MUSIC 44R Instrumental Chamber Ensemble 2 units

18 lecture hours, 54 lab hours

Transferable to CSU/UC

Study and performance of chamber music using brass, percussion, string or woodwind instruments in small group ensembles. (Repeatable: May be taken four times only.)

MUSIC 54R Community Chorus 1 unit
9 lecture hours, 27 lab hours

Study, rehearsal, and performance of the standard choral literature including oratorio, cantata, and extended choral works and opera choruses. Open to all students and members of the community. Two class hours per week. (Repeatable: May be taken four times only.) (L)

APPLIED MUSIC SKILLS:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

Music 30AR—Applied Skills: Woodwinds

Music 30BR—Applied Skills: Brass

Music 30CR—Applied Skills: Composition

Music 30DR—Applied Skills: Percussion

Music 30ER—Applied Skills: Strings

Music 30GR—Applied Skills: Classical Guitar

Music 31R—Applied Skills-Piano

Music 32R—Applied Skills-Voice

CHORAL ENSEMBLE/PERFORMANCE:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

MUSIC 33R—Chamber Choir

MUSIC 34R—Concert Choir

MUSIC 54R—Community Chorus

CONDUCTING:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

MUSIC 14A—Conducting I

GUITAR:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

MUSIC 35—Beginning Guitar

MUSIC 36A—Intermediate Guitar

MUSIC 36B—Intermediate Guitar

MUSIC 36C—Intermediate Guitar

INSTRUMENTAL ENSEMBLE/

PERFORMANCE:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

MUSIC 28R—Community Jazz Ensemble

MUSIC 43R—Symphonic Band

MUSIC 44R—Instrumental Chamber Ensemble

MUSICAL THEATRE:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

MUSIC 26—Musical Theatre Workshop

Programs and Courses

PIANO: Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

MUSIC 41A—Elementary Piano
MUSIC 41B—Elementary Piano

VOICE: Family of Classes

(No more than four classes can be attempted within each family of classes listed below. See page 68 for details.)

MUSIC 40A—Elementary Voice
MUSIC 40B—Elementary Voice
MUSIC 40C—Intermediate Voice
MUSIC 40D—Intermediate Voice

Non-Credit Classes

AJ 500 Special Topics in Administration of Justice

2-18 lecture hours

Specialized instruction designed to meet the needs of law enforcement, corrections, and emergency service agencies. Includes a variety of topics that satisfy the continuing education requirements set forth by the State of California for Peace Officers Standards of Training and Standards of Training for Corrections or agency needs.

ART 504 Drawing and Composition

27 lecture hours, 81 lab hours

Drawing and composition using various materials. Basic instruction in perspective, landscape, still life, and other subjects.

ART 509 Painting

27 lecture hours, 81 lab hours

Basic instruction in painting and introduction to materials. Emphasis on technique and on painting from life.

ART 512 Ceramics

9 lecture hours, 27 lab hours

Basic techniques and processes; artistic and creative expression through the use of clay. (L)

ART 527 Materials and Processes

54 lab hours

An additional laboratory experience for those interested in further refining and development concepts attained in regular course offerings in the photography emphasis in fine art. Concurrent enrollment or completion of ART 31.

ART 531 Basic Photography

36 lecture hours, 54 lab hours

An exploration into basic camera operation and black and white processing and printing. History and development of photography. Emphasis is on personal expression. Adjustable camera preferred. (L)

ART 532 Intermediate Black and White Photography

54 lecture hours, 36 lab hours

Advanced darkroom processes, zone system, archival processing, print and negative chemical manipulation. Introduction to the large format camera. Discussion and critical analysis of assigned exercises. Field sessions included. (L,M)

ART 533 Advanced Photography

36 lecture hours, 54 lab hours

Traditional and digital based photography; further exploration within the student's area of interest. Assignments in creative problem solving with studio lighting & the large format camera. A culminating experience within the department. Preparation of final portfolio. Not open to students with credit in PHOTO 3. (L)

ART 535 Creative Photo Documentary

36 lecture hours, 54 lab hours

Develop an understanding and appreciation of the photograph as it is used in social and personal commentary. Individual exploration and creativity is encouraged. Not open to students with credit in PHOTO 5. (L)

ART 536 Digital Photography

36 lecture hours, 54 lab hours

Introduction to digital photography. Exposure control, file formats, archiving. Basic image editing/manipulation. Knowledge of basic computer operation is highly recommended.

ART 538 Field Workshop - Black/White Photography

9-18 lecture hours, 27, 54 or 108 lab hours

Intensive location field workshops covering specific topics in black and white photography especially suited for the particular season and geographic location. Students responsible for cost of meals, lodging, transportation and materials.

ART 539 Field Workshop - Color Photography/Digital

9-18 lecture hours, 27, 54 or 108 lab hours

Prerequisite: Completion or concurrent enrollment in ART 31/MCOMM 11, Basic Photography or ART 36A, Digital Photography.

Intensive location field workshops covering specific topics in color photography especially suited for the particular season and geographic location. Student responsible for cost of meals, lodging, transportation, and materials.

ESL 510 ESL Skills, Level 1

36 lecture hours, 54 lab hours

Basic language development for beginning English speakers. Concentration on all language skills--listening, speaking, reading, writing, and grammar--while focusing on everyday life skills. (First in a series of four courses.)

ESL 520 ESL Skills, Level 2

36 lecture hours, 54 lab hours

Basic language development for low-intermediate English speakers; concentration on all language skills--listening, speaking, reading, writing, and grammar--while focusing on everyday life skills. (Second in a series of four courses.)

Programs and Courses

ESL 526L English As a Second Language Lab

27-54 lab hours

Supplements all levels of English as a Second Language classes by providing additional practice, exercises and other academic activities in grammar, reading, writing, vocabulary, listening comprehension, pronunciation, and conversation in a laboratory setting. Students pursue individualized and group instruction under supervision.

ESL 530 ESL Skills, Level 3

36 lecture hours, 54 lab hours

Basic language development for high-intermediate English speakers. Concentration on all language skills--listening, speaking, reading, writing, and grammar--while focusing on life skills. (Third in a series of four courses.)

ESL 540 ESL Skills, Level 4

36 lecture hours, 54 lab hours

Language development for limited English speakers above the intermediate level. Concentration on all language skills--listening, speaking, reading, writing, and grammar. Prepares students to continue college course work. (Fourth in a series of four courses.)

FIRTC 590 Firefighter Physical Ability

1 lecture hours, 3 lab hours

Measures student's ability to perform firefighting job tasks. Instruction on proper methods used for each of the tasks. Evaluation scores may be used by local fire departments for pre-hire testing.

LEARN 520 Basic Subjects

36 lecture hours, 54 lab hours

A general review of basic concepts of reading, writing, & arithmetic.

LEARN 590 Supervised Tutoring

162 lab hours

Individualized and group assistance in specific courses.

MATH 501 Supervised Tutoring

108 lab hours

Supervised individual and group tutoring in mathematics and science courses that rely on transfer-level mathematics in applications.

MUSIC 540 Vocal Techniques

9 lecture hours, 27 lab hours

Group instruction in vocal techniques, tone production, breathing, diction, and their application to the art song repertoire; English, Italian and German diction are emphasized. One hour per week in the Music Lab required.

MUSIC 543 Symphonic Band

18 lecture hours, 54 lab hours

Study and performance of band literature in all periods of music. Emphasis on the development of ensemble playing techniques.

MUSIC 554 Community Chorus

9 lecture hours, 27 lab hours

Study, rehearsal and performance of the standard choral literature, including oratorio, cantata, opera and extended choral works. Open to all students and members of the community.

MUSIC 558 Community Jazz Ensemble

9 lecture hours, 27 lab hours

Study and performance of Jazz music literature.

THART 526 Musical Theatre Workshop

162 lab hours

Fundamentals of musical theatre performance; singing, acting, dancing, orchestra, and technical stagework. Students may specialize in area of interest. Works to be selected from various periods and styles. Participation in Yuba College production is required.

THART 529 College Theatre

162 lab hours

Fundamentals of theatrical performance in all areas of theatre (acting, direction, design, technical) culminating in a theatre production. Plays to be selected from various periods and styles.



Nursing

Nursing is a blend of science, technology, and compassion that allows the practitioner to provide health care in a variety of settings. It is an applied science based upon principles from the biological, physical, and behavioral sciences, as they relate to the diagnosis and treatment of human responses to actual and potential health problems. It includes caring for the sick, prevention of disease, and helping people return to and maintain health. Examples of practice settings include acute care hospitals, extended care facilities, home health care, clinics, offices, schools, military service, occupational settings, and more.

General Information: Yuba College offers an Associate Degree Nursing (ADN) program leading to licensure as an RN. A career ladder program, for LVN's wishing to advance to the RN level, is also available. Yuba College Nursing offers clinical experiences in a variety of health care settings, including acute care hospitals, extended care facilities, offices, and clinics. Most lectures are broadcast via interactive TV from Yuba College and Woodland Community College. Skills labs in Marysville and Woodland are staffed with faculty to provide additional support to students. Media, including videotapes and computer-assisted instructional programs, simulation, resource books, and professional journals are also available at both campuses. Upon program completion, graduates, unless otherwise disqualified by the licensing board, are eligible to take the National Council of State Boards Nursing Licensing Examination (NCLEX).

Costs: In addition to living expenses, standardized examinations, enrollment fees and books, Yuba College Nursing students have several additional program specific costs. These can include, but are not limited to, nursing uniforms, immunizations, CPR certification, malpractice insurance, nurse packs, supplies (stethoscope, name badge, etc.), and a required physical examination, criminal background check, and drug screen. An estimated breakdown of the minimum start-up costs for a 1st semester ADN student is available on the Nursing Department website (<http://nursing.yccd.edu/>).

Criminal Background and Drug Screening: All students enrolled in nursing and allied health programs are required to adhere to the District's Policy and Procedure on Criminal Background Checks and Drug Screening. The District contracts with several affiliating agencies (hospitals, clinics, and schools) in Yuba, Sutter, Sacramento, and Yolo Counties to provide clinical coursework approved by the California Board of Registered Nursing. All nursing applicants and current students must meet the health and safety standards for these clinical agencies at all times. Therefore, students are required to undergo criminal background checks and drug screenings prior to being placed in clinical facilities. Any alert on a criminal background check, or positive drug test result, will disqualify an applicant from entering the program. Costs associated with the criminal background and drug screenings are the sole responsibility of the applicant. Details regarding the District's Policy and Procedure on Criminal Background Checks and Drug

Screening are available on the Nursing Department website (<http://nursing.yccd.edu/>).

Additionally, in accordance with California Board of Registered Nursing regulations, a person convicted of certain offenses may not qualify to be licensed as a registered nurse. Prospective nursing students are strongly urged to consider this stipulation prior to investing substantial time and money if it appears that past criminal acts or convictions could jeopardize an applicant's future eligibility for licensure.

Computer Use: Students are required to complete most assignments and testing using computers. In addition, hospital records are computerized. Therefore, it is imperative for students entering the field of nursing to be computer literate.

Travel and Trainings: Students are required to complete various hospital trainings specific to the individual clinical facilities utilized by the Yuba College Nursing Department. Training hours are mandatory, and are above and beyond individual course hours. Additionally, since clinical facilities are located in Sacramento, Woodland, Yuba, and Sutter Counties, required travel to/from these locations will be the sole responsibility of the student.

Course Repeats: Yuba College Nursing has adopted a single course repeat policy for all nursing students. Students will only be allowed to fail or withdraw from one course throughout the duration of their studies. A second failure or withdrawal will result in the student being permanently suspended from the program (Policy 004.0).

ASSOCIATE DEGREE NURSING (ADN) PROGRAM

ADN Admission Requirements:

Yuba College Offers a full-time ADN program designed to prepare students to take the NCLEX, leading to licensure as a registered nurse. The ADN program utilizes a merit-based admission process to score and rank program applicants according to a combination of their academic and personal achievements. A detailed description of each criterion, including a breakdown of the total points, as well as the current ADN application packet and supplemental materials, can be found on the Nursing Department website (<http://nursing.yccd.edu/>). Students are advised to check the website regularly for updates and information related to the application and admission process for the Yuba College ADN program. It is also recommended that all students interested in the ADN program meet with a Yuba College Counselor to ensure they understand and have met all of the program's preadmission requirements.

All prerequisite coursework (or equivalents) must be completed prior to submitting an ADN program application and must earn a grade of "C" or better.

Programs and Courses

PREREQUISITE COURSEWORK:	Units
Core Sciences (minimum 2.50 cumulative GPA required):	
BIOL 4 Human Anatomy	4
BIOL 5 Human Physiology	4
BIOL 6 Microbiology	4

English (minimum 2.50 GPA required):
ENGL 1A College Composition and Reading 4

Pharmacology and Pathophysiology (minimum 2.50 cumulative GPA required):
NURS 26 Pharmacology 3
NURS 36 Pathophysiology..... 4

Additional prerequisite courses:
MATH 52 Intermediate Algebra or higher 4
Chemistry 2A or 5
2B Introductory Chemistry 4

Some of these prerequisite courses have their own prerequisite. Please refer to the individual courses in this catalog for complete information on prerequisites.

General Education and Support Classes	Units
The following coursework must also be completed prior to graduation from the ADN program. Therefore, it is strongly recommended that they are completed prior to program entry. All coursework must earn a grade of "C" or better.	

FCS 10 Nutrition OR	3
Health 10 Principles of Nutrition.....	3
(prerequisite for 2nd semester)	
PSYCH 1A General Psychology	3
(prerequisite for 3rd semester)	
SOCIL 1 Introduction to Sociology OR	3
SOCIL 2 Social Problems OR	3
SOCIL 5 Ethnic Relations in the United States OR	3
ANTHR 2 Cultural Anthropology	3
SPECH 1 Public Speaking OR	3
SPECH 6 Group Discussion	3
Humanities Elective	3

Preadmission Testing: Successful completion of an approved preadmission diagnostic assessment exam is required before submitting an ADN program application. Overall percentages will not be rounded, and only the specific exam version listed will be accepted.

A. Test of Essential Academic Skills version V (TEAS V). According to the guidelines in the Multi-Criteria Screening Process, applicants who score below 62% on the TEAS-V will not be eligible to apply to the ADN program. Additional details regarding this process are available on the Nursing Department website (<http://nursing.yccd.edu/>).

ADN Major Requirements: In accordance with the California Code of Regulations, Title 16, Section 1426, all nursing students must comply with the requirements of the "California Board of Registered Nursing -- Content Required for Licensure". Additionally, in order to progress through the ADN program, all nursing courses must be passed with a "C" (75%) or better (Policy 005.0). The clinical portion of each nursing core course is evaluated on a pass/fail basis. Therefore, the final letter grade earned will be derived from the theory portion of each course (Policy 005.1).

First Semester	Units
NURS 1 Fundamentals of Nursing	9
NURS 11 Practicum Seminar I.....	1
NURS 55 Nursing Skills Lab (optional).....	(1)

Second Semester	Units
NURS 2 Medical Surgical Nursing II.....	7
NURS 12 Nursing Practicum Seminar II.....	1
NURS 22 Obstetrical Nursing.....	3.5
NURS 55 Nursing Skills Lab (optional).....	(1)

Third Semester	Units
NURS 3 Medical Surgical Nursing III.....	5
NURS 13R Practicum Seminar III.....	1
NURS 21 Pediatric Nursing.....	3.5
NURS 56 Nursing Skills Lab (optional).....	(1)

Fourth Semester	Units
NURS 4A Medical-Surgical Nursing IV.....	3.5
NURS 14 Seminar 4 (Lab).....	1
NURS 4B Leadership in Nursing.....	3
NURS 33 Psychiatric/Mental Health Nursing.....	4
NURS 56 Nursing Skills Lab (optional).....	(1)

LICENSED VOCATIONAL NURSING (LVN) TO REGISTERED NURSING (RN) CAREER LADDER PROGRAM

Option 1: LVN to ADN (RN plus degree): The LVN to ADN pathway consists of both general education and nursing core courses to prepare students to take the NCLEX, leading to licensure as a registered nurse. Completion of the program qualifies the student to graduate with an ADN from Yuba College and meets the eligibility requirement for the student to take the NCLEX. The current LVN to ADN application packet can be found on the Nursing Department website (<http://nursing.yccd.edu/>).

Initial Eligibility: LVN to ADN applicants are eligible for consideration of admission if they currently hold an active, clear California Vocational Nurse License and Intravenous (IV) certification. Recent Vocational Nurse graduates must provide proof of licensure prior to attending day one of their first Yuba College Nursing course. Additionally, LVN to ADN applicants must have graduated from an accredited vocational school of nursing, or demonstrated mastery of course content by challenge examination.

Programs and Courses

Prerequisite Coursework: All prerequisite coursework (or equivalents) must be completed prior to submitting an LVN to ADN program application. Additionally, the Core Sciences, English, and Pathophysiology prerequisites must be completed within 10 years from the date of application. All coursework must earn a grade of "C" or better.

PREREQUISITE COURSEWORK:	Units
Core Sciences (minimum 2.50 cumulative GPA required):	
BIOL 4 Human Anatomy	4
BIOL 5 Human Physiology	4
BIOL 6 Microbiology	4

English (minimum 2.50 GPA required):	
ENGL 1A College Composition and Reading	4

Additional prerequisite courses:	
NURS 36 Pathophysiology: Understanding Disease.....	4
MATH 52 Intermediate Algebra (or higher).....	4
Chemistry 2A or	5
2B Introductory Chemistry	4
FCS 10 or HLTH 10 Principles of Nutrition	3
PSYCH 1A General Psychology.....	3

Some LVN to ADN prerequisite courses have their own prerequisite(s). Please refer to the current course description for additional information.

General Education and Support Classes **Units**

The following coursework must also be completed prior to graduation from the LVN to ADN program. Therefore, it is strongly recommended that they are completed prior to program entry. All coursework must earn a grade of "C" or better.

SOCIL 1 Introduction to Sociology OR	3
SOCIL 2 Social Problems OR.....	3
SOCIL 5 Ethnic Relations in the United States OR	3
ANTHR 2 Cultural Anthropology	3
SPECH 1 Public Speaking OR	3
SPECH 6 Group Discussion.....	3
Humanities Elective.....	3

Chancellor's Formula: The Yuba College Nursing Department utilizes the California Community College Chancellor's Office Formula to evaluate all LVN to ADN Career Ladder applicants. This formula is based upon a combination of individual course GPA in the Core Science and English categories, cumulative GPA for all coursework, and total number of Core Science repeats. This calculation results in a probability percentage for success in the LVN to ADN Career Ladder program. Applicants must score at the 80th percentile or higher to qualify for admission. Additional details regarding this formula are available on the Nursing Department website (<http://nursing.yccd.edu/>).

Preadmission Testing and NURS Prerequisite Courses: Qualified applicants who meet the minimum Chancellor's Score requirement will be invited to complete the TEAS-V and LPN Step pre-admission diagnostic assessment exams. Passing scores ($\geq 62\%$ for the TEAS-V and $\geq 65\%$ for the LPN Step) are required before applicants will be permitted to enroll in the following coursework:

Fall, 2013 Semester Only	Units
Nurs 11 Nursing Practicum Seminar I	1
Nurs 12 Nursing Practicum Seminar II.....	1

Upon successful completion of all preadmission requirements, including the NURS prerequisite coursework, LVN to ADN applicants will be fully admitted on a space-available basis to the third semester of the ADN program.

OPTION 2: LVN TO RN ONLY (30-UNIT OPTION)

The LVN to RN (30-Unit Option) pathway is a non-degree nursing education alternative. In accordance with California State Regulation 1429, this option allows the student to be eligible to apply for licensure as a registered nurse in California and to take the NCLEX. However, most other states do not recognize California's LVN to RN (30 Unit Option) pathway and will not issue RN licensure based upon the completion of this option. Career laddering to a higher level (BSN, MSN) may also be limited. Applicants interested in pursuing the 30-Unit Option should contact the Nursing Department for more information. LVN to RN (30-Unit Option) application materials are available on the Nursing Department website (<http://nursing.yccd.edu/>).

Initial Eligibility: LVN to RN (30-Unit Option) applicants are eligible for consideration of admission if they currently hold an active, clear California Vocational Nurse License and Intravenous (IV) certification. Recent Vocational Nurse graduates must provide proof of licensure prior to attending day one of their first Yuba College Nursing course. Additionally, LVN to RN (30-Unit Option) applicants must have graduated from an accredited vocational school of nursing or demonstrated mastery of course content by challenge examination.

Prerequisite Coursework: All prerequisite coursework (or equivalents) must be completed prior to submitting an LVN to RN (30-Unit Option) application and must earn a grade of "C" or better.

PREREQUISITE COURSEWORK:	Units
Core Sciences (minimum 2.50 cumulative GPA required):	
BIOL 5 Human Physiology	4
BIOL 6 Microbiology	4

Additional prerequisite courses:	
NURS 36 Pathophysiology: Understanding Disease.....	4
NURS 11 Nursing Practicum Seminar I	1
NURS 12 Nursing Practicum Seminar II.....	1

Some LVN to ADN prerequisite courses have their own prerequisite(s). Please refer to the current course description for additional information.

Preadmission Testing: Qualified LVN to RN (30-Unit Option) applicants who meet the initial eligibility and pre-requisite course requirements will be invited to complete the TEAS-V and LPN Step pre-admission diagnostic assessment exams. Passing scores ($\geq 62\%$ for the TEAS-V and $\geq 65\%$ for the LPN Step) are required before LVN to RN (30-Unit Option) applicants will be fully admitted on a space-available basis to the third semester of the ADN program.

LVN to RN (30-Unit Option) Major Requirements

Third Semester	Units
NURS 3 Medical Surgical Nursing III.....	5
NURS 56 Nursing Skills Lab (optional).....	(1)

Fourth Semester	Units
NURS 4A Medical-Surgical Nursing IV.....	3.5
NURS 14 Seminar 4 (Lab).....	1
NURS 4B Leadership in Nursing.....	3
NURS 33 Psychiatric/Mental Health Nursing.....	4
NURS 56 Nursing Skills Lab (optional).....	(1)

NURS 1	Fundamentals of Medical Surgical Nursing	9 units
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72 lecture hours, 270 lab hours
Prerequisite: NURS 36, NURS 26, and formal admission to the Yuba College Nursing program.
Corequisite: NURS 11

Fundamentals of Medical Surgical Nursing introduces the foundational concepts, knowledge and skills essential to the practice of professional nursing. This course provides an introduction for the first semester nursing student to concepts and practices as they relate to the non-critical young adult through geriatric adult in the medical surgical (and/or skilled care) environment. Through utilization of the nursing process, the student will begin to recognize alterations in physiological functioning and formulate age and acuity appropriate nursing interventions. Selected psychomotor skills associated with meeting the basic needs, medication administration, physical assessment, and sterile techniques will be studied and practiced. NURS 1 is a web-enhanced course using the college Blackboard learning system. (L)

NURS 1A	Fundamentals of Nursing	4.5 units
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36 lecture hours, 135 lab hours
Prerequisite: NURS 26, NURS 36, and formal admission to the Yuba College Nursing program.

Corequisite: NURS 11R, NURS 26 may be taken concurrently. Fundamentals of Nursing introduces the concepts, knowledge and skills essential to the practice of professional nursing. The course provides theoretical content and practice related to physical assessment and vital signs, meeting human needs of hospitalized patients, and basic nursing skills. Course concepts are taught using a variety of methods including lecture format, discussions, case studies, independent reading, group activities, skills practice and testing in the lab, and written assignments. Nursing 1A is a web-enhanced course using the college Blackboard learning system. Computer literacy skills are recommended. (L,M)

NURS 1B	Medical-Surgical Nursing I	4.5 units
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36 lecture hours, 135 lab hours
Prerequisite: NURS 1A

This course provides an introduction for the first year nursing student to concepts and practices as they relate to the non-critical young adult through geriatric adult in the medical surgical (and/or skilled care) environment. Through utilization of the nursing process, the student will begin to recognize alterations in functioning or illness and formulate age and acuity appropriate nursing interventions. Selected psychomotor skills associated with meeting the basic needs, medication administration, advanced physical assessment, and sterile techniques will be studied and practiced. Computer literacy skills are recommended. (L,M)

NURS 2	Medical-Surgical Nursing II	7 units
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36 lecture hours, 135 lab hours
Prerequisite: NURS 1B, NURS 11

Corequisite: NURS 12
 This course focuses on nursing theory, concepts and skills related to patients with learning needs and health assessment needs. The emphasis of learning for the student is on nursing concepts and safe nursing care of selected clients in selected systems under study. Further emphasis of learning is upon the surgical patient, the patient with wounds, and the patient who is in pain. Computer literacy skills are recommended. (L,M)

NURS 3	Medical Surgical Nursing III	5 units
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36 lecture hours, 162 lab hours
Prerequisite: NURS 2, NURS 12

Corequisite: NURS 13R
 This course is designed to provide learning opportunities for in-depth application of the nursing process to the health needs of a selection of acutely ill patients and simulated acutely ill patients. Emphasis is on the application of biophysical and psychosocial knowledge to meet the health care needs of the adult with acute and chronic disorders in selected body systems. Computer literacy skills are recommended. (L,M)

NURS 4A	Medical Surgical Nursing IV	3.5 units
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36 lecture hours, 81 lab hours
Prerequisite: NURS 3, NURS 13R

Corequisite: NURS 14
 This course is designed to provide lecture and clinical opportunities for in-depth application of the nursing process to the health needs of a selection of acutely ill patients and simulated acutely ill patients. Emphasis is on the application of biophysical and psychosocial knowledge to meet the health care needs of the adult with acute and chronic disorders in selected body systems. (L,M,C)

NURS 4B	Leadership in Nursing	3 units
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18 lecture hours, 108 lab hours
Prerequisite: NURS 4A

Focuses on advanced concepts and principles of nursing practice as well as in-depth theory related to selected biophysical and psychosocial needs in a preceptor learning environment. Emphasis is on the management and leadership role of the nurse. Application of management and leadership concepts and skills is provided by selected patient care experiences for students who are assigned to work individually with an RN preceptor in a clinical agency. (L,M,C)

Programs and Courses

<p>NURS 11 Nursing Practicum Seminar I 1 unit <i>54 lab hours</i> <i>Prerequisite:</i> Formal admission to the Yuba College Nursing program. Pre-approved LVN to RN step up students with Program Permission are eligible. Prerequisites: NURS 1A and 1B, and NURS 26 Introduction to the concepts basic to the professional practice of nursing. The course provides a theoretical and practical foundation for professional nursing practice including the nursing process, nursing history, legal and ethical implications, professional roles and responsibilities, caring and advocacy, critical thinking, use of evidence-based practice, healthcare delivery systems, culture, communication, documentation, and life-span considerations. Course concepts are taught using a variety of methods including didactic presentation, class discussions, case studies, self-study modules, independent reading, group activities, and written assignments. Nursing 11 is a web-enhanced course using the college Blackboard learning system. (L,M,C)</p>	<p>NURS 16 Dosage Calculations for Nurses 1 unit <i>18 lecture hours</i> <i>Prerequisite:</i> ENGL 1A and MATH 50 or higher. <i>Transferable to CSU</i> The study of basic math related to nursing with a focus on systems of measurement, methods of administration, dosage calculations, and safe administration to clients in diverse settings.</p>
<p>NURS 12 Nursing Practicum Seminar II 1 unit <i>54 lab hours</i> <i>Prerequisite:</i> NURS 1B, NURS 11 <i>Corequisite:</i> NURS 2 and FCS 10 This course provides theoretical concepts and practice in the administration of intravenous therapeutics for the adult. The course also provides concepts and practice for full physical assessment for the adult. The course provides instruction in Laboratory and Diagnostic Studies for the adult patient. Further, the course provides a theoretical foundation for physical assessment, IV Therapy and Diagnostics for application to patient care for the hospitalized patient. Computer literacy skills are recommended. (L,M)</p>	<p>NURS 18 Comprehensive Review for the NCLEX Examination 1 unit <i>18 lecture hours</i> <i>Transferable to CSU</i> Comprehensive review and test taking strategies for the Registered Nurse (RN) Student in Nursing Science, Pharmacology, and Nursing content area's related to the RN NCLEX Examination. (L)</p>
<p>NURS 13R Nursing Practicum Seminar III 1 unit <i>54 lab hours</i> <i>Prerequisite:</i> NURS 2 & NURS 12. For the LVN student formal admission to the LVN to RN Career Ladder Program. <i>Corequisite:</i> NURS 3 & NURS 21 This course provides theoretical concepts and practice in the administration of intravenous therapeutics for the pediatric patient. The course also provides concepts and practice for basic cardiac rhythm interpretation. The course provides instruction and assessment in critical thinking for the 2nd year RN student. The course provides a theoretical foundation for application to practice of cardiac rhythm determination, pediatric IV therapy and critical thinking for the hospitalized patient. Computer literacy skills are recommended. (Repeatable: May be taken two times only.) (L,M)</p>	<p>NURS 20 Introduction to Nursing 1 unit <i>18 lecture hours</i> <i>Transferable to CSU</i> Provides an overview of current nursing roles, responsibilities, and scope of practice as defined by the Board of Registered Nursing, in a variety of settings for nursing practice, with an emphasis on the rigors of being a nursing student. Students are also introduced to the many campus resources available to support nursing students. Open to nursing and non-nursing majors. Grades are P/NP. (L,M)</p>
<p>NURS 14 Nursing Practicum Seminar IV 1 unit <i>54 lab hours</i> <i>Prerequisite:</i> NURS 3, NURS 13 <i>Transferable to CSU</i> This course provides theoretical concepts and practice in the leadership role of the registered nurse. The course also provides activities for the student in preparation of employment as a registered nurse. The course provides individual and group activities designed to help transition from student to practitioner. (L,M,C)</p>	<p>NURS 21 Pediatric Nursing 3.5 units <i>27 lecture hours, 108 lab hours</i> <i>Prerequisite:</i> NURS 2, NURS 12 <i>Corequisite:</i> NURS 13R This theoretical and clinical course focuses on the care of children from birth through adolescence. The effects of acute and chronic illness on growth and development are studied in the acute and community care setting. Education of the child and family on health promotion, disease prevention, and safety issues are addressed. Ethical and legal issues are discussed as they relate to the child and family, and the impact of diverse cultural and spiritual beliefs on health care decisions in the family is explored. Computer literacy skills are recommended. (L,M)</p>
	<p>NURS 22 Obstetrical Nursing 3.5 units <i>27 lecture hours, 108 lab hours</i> <i>Prerequisite:</i> NURS 1B, NURS 11 This course focuses on integration and application of the nursing process as it relates to the provision of culturally sensitive nursing care to the childbearing family during pregnancy, birth, the postpartum period, and care of the newborn. Content will also include women's health across the lifespan, including preventative care and diagnosis and treatment gynecologic disorders. Application of concepts, theory, and clinical skills is provided by selected patient care experiences in a variety of inpatient and outpatient settings. Computer literacy skills are recommended. (L,M)</p>

Programs and Courses

<p>NURS 26 Pharmacology 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> None; Anatomy and Physiology highly recommended. <i>Transferable to CSU</i> Basic principles of pharmacology with focus on pharmacokinetics, pharmacodynamics and related therapeutic implications for major drug categories. This course may be taken by nursing and non-nursing students. (L,M)</p>	<p>NURS 51 Medical Terminology 3 units <i>54 lecture hours</i> Intended to assist those studying in the fields of medicine and health care by learning a word-building system for defining, using, spelling, and pronouncing medical words. It is designed for those preparing for a health career such as nursing, medical secretary, ward secretary, emergency medical technician, medical technologist, respiratory therapist, or other fields that require a medical vocabulary. Not open to students with credit RADT 51. (L)</p>
<p>NURS 33 Psychiatric/Mental Health Nursing 4 units <i>36 lecture hours, 108 lab hours</i> <i>Prerequisite:</i> NURS 30 and NURS 26 <i>Transferable to CSU</i> Eclectic approach to psychiatric and mental health nursing including psychodynamics of human behavior, group dynamic, therapeutic communication and psychopharmacology; with an emphasis on concepts and principles as applied to self and individuals in therapy. The clinical nursing experience involves the application of nursing process, meeting the mental health and psychosocial needs as well as physiological health needs of individuals throughout the life span during one to one interactions with clients, participating in group process, staff conferences and various treatment modalities. (L,M)</p>	<p>NURS 55 Nursing Skills Lab 1 unit <i>54 lab hours</i> Designed for nursing students to remediate or update nursing skills and nursing care to patients via simulation, learn to access health care information via the internet, obtain help with writing skills specific to nursing department requirements and remediate or update math skills relating to calculation of dosages and solutions. Grades are P/NP.</p>
<p>NURS 34 Medical Surgical Nursing II 9 units <i>72 lecture hours, 270 lab hours</i> <i>Prerequisite:</i> NURS 32 <i>Transferable to CSU</i> Provides in-depth exploration of nursing process as it focuses on clients who are acutely ill. It considers health care needs in the biophysical and psychosocial domains, across the life span. Acute and chronic disorders are studied as well health care needs of those attempting to achieve and maintain wellness. Application of concepts and skills is provided by selected patient care experiences. (L,M)</p>	<p>NURS 56 Nursing Skills Lab 1 unit <i>54 lab hours</i> Designed for nursing students in the advanced 2nd year level of instruction to practice and/or remediate in advanced nursing skills. Areas of practice include advanced procedures, technological equipment experience, help with advanced analysis of assessment findings, diagnostics, and multiple system acute pathologies, activities to promote critical thinking, simulation, and developing complex nursing care plans. Computer literacy skills are recommended. Grades are P/NP. (L,M)</p>
<p>NURS 35 Medical Surgical Nursing III 5 units <i>198 lecture hours, 36 lab hours</i> <i>Prerequisite:</i> NURS 34 <i>Transferable to CSU</i> Focuses on advanced concepts and principles of nursing practice as well as in-depth theory related to selected biophysical and psychosocial needs. Emphasis is on care of acutely and critically ill clients as well as the management and leadership role of the nurse. Application of concepts and skills is provided by selected patient care experiences. Students are assigned to work individually with an RN preceptor in clinical agencies. (L,M)</p>	<p>NURS 224 Intravenous Therapy/ Blood Withdrawal 2 units <i>27 lecture hours, 27 lab hours</i> Designed to prepare the licensed vocational nurse to initiate and monitor intravenous therapy and perform blood withdrawals and to update the registered nurse in new theories, products and techniques of intravenous therapy. Grades are P/NP.</p>
<p>NURS 36 Pathophysiology: Understanding Disease 4 units <i>72 lecture hours, 72 lab hours</i> <i>Prerequisite:</i> BIOL 4 and BIOL 5 <i>Transferable to CSU</i> The study of disease pathology in the human body with a focus on the study of abnormal physiological function of body systems at the cellular level. Correlation to disease etiology and biological and physical manifestations produced by the abnormal physiology. Core course content for NURS 1 through NURS 4B, nursing courses. The content of this course is content required for licensure with the California Board of Registered Nursing. Course is required to be completed prior to formal admission to the Yuba College Nursing Program. Computer literacy skills are recommended. (L)</p>	<p>NURS 227 Basic ECG Interpretation 2 units <i>36 lecture hours</i> Designed to prepare unlicensed participants for work as an electrocardiogram monitor technician. Designed for the licensed nurse as continuing education in Basic ECG interpretations. Designed as an adjunct to the curriculum for pre-licensure A.D.N.'s. Basic dysrhythmias will be taught and will require measuring and identification. Grades are P/NP. (L)</p>
	<p>OFFICE ADMINISTRATION (see Business)</p>

Philosophy

Philosophy courses are designed to cultivate wisdom by critically questioning fundamental beliefs about reality, self-identity, knowledge, religion, and ethics. The core courses that make up the curriculum include Introduction to Philosophy, Critical Thinking, Ethics, Philosophy of Religion, and World Religions.

PHIL 1 Introduction to Philosophy 3 units
 54 lecture hours
 Transferable to CSU/UC

A multi-cultural survey of basic philosophical issues and problems including the nature and practice of philosophic inquiry, theories of reality and knowledge, human nature and self identity, ethics and the good life, religion and ultimate reality, and the meaning and possibility of human freedom. Each topic will be explored from significant Western and non-Western perspectives. (L)

PHIL 2 Ethics 3 units
 54 lecture hours
 Transferable to CSU/UC

An introduction to the study of ethics emphasizing the relevance of ethics to everyday decision making. Topics include: the human context of moral reasoning, relativism, subjectivism, religion and ethics, conscience and moral development, ethical egoism, utilitarianism, the ethics of duty, rights ethics, virtue ethics and the good life, and case studies in moral reasoning. (L)

PHIL 3 Philosophy of Religion 3 units
 54 lecture hours
 Transferable to CSU/UC

A philosophical exploration of religious belief and practice, with an emphasis on understanding how the world's major religious traditions -- Eastern and Western -- respond to fundamental issues concerning the ultimate nature of reality. Topics include religion and philosophy, world views and religion, metaphysics without God, metaphysics with God, arguments for God's existence, the problem of evil, incarnation and God, God and gender, life after death, religious experience, science and religion, prudential arguments for religious belief, faith and justification, love and the meaning of life. (L)

PHIL 6 Political Philosophy 3 units
 54 lecture hours
 Transferable to CSU/UC

This is an introduction to the major authors and types of political thought and the central issues involved in political thinking (e.g. democracy, fascism, justice, rights, law liberty, political authority, political principles, consequences, etc.), as presented through classical or contemporary reading selections. Not open to students with credit in POLSC 6. (L)

PHIL 8 Business Ethics 3 units
 54 lecture hours
 Transferable to CSU

This is a study of the methods and principles used to recognize and evaluate ethical issues in contemporary business environments. Emphasis will be on discovering and defending ethical principles as they apply to specific business dilemmas. Not open to students with credit in GNBUS 8. (L)

PHIL 12 Critical Thinking 3 units
 54 lecture hours
 Transferable to CSU/UC

A basic introduction to critical thinking skills emphasizing their application to everyday decision making, including definitions of critical thinking, language and meaning, claims and reasons, argument and inference, argument identification and reconstruction, inductive and deductive reasoning, underlying assumptions, evaluating assumptions, assumptions and evidence, world views as a context for critical thought, evaluating arguments, sound and fallacious reasoning, informal fallacies, causal inference, and scientific method. (L)

PHIL 20 World Religions 3 units
 54 lecture hours
 Transferable to CSU/UC

A survey of the beliefs and practices of Eastern and Western religious traditions. Emphasis will be given to the origin and development of each tradition, its major forms of expression, and the various ways in which each tradition addresses the most fundamental questions of human existence. (L)

PHOTOGRAPHY (see Art)

Physical Education

Certain classes can be only attempted four times. These courses are listed in class families starting on page 164.

PHYSICAL EDUCATION (Associate in Science)

Required Courses	Units
BIOL 4 Human Anatomy	4
BIOL 5 Human Physiology	4
HLTH 1 Health and Life Style Choices	3
PE 20 Introduction to Physical Education.....	3
PE 26 Care and Prevention of Athletic Injuries.....	3
PE Activity Courses	3
Total units required for degree major	20

PE 1.21 Aerobic Exercise v.5 -1.5 units
 4.5 lecture hours, 13.5 lab hours (.5 unit)
 9 lecture hours, 27 lab hours (1 unit)
 13.5 lecture hours, 40.5 lab hours (1.5 units)
 Transferable to CSU/UC - UC Unit Limit
 Aerobic exercise designed to develop and/or maintain cardiovascular endurance, muscular strength, flexibility, and coordination through the use of continuous vigorous movements.

Programs and Courses

<p>PE 1.22 Step Aerobics 2 units 18 lecture hours, 54 lab hours <i>Transferable to CSU/UC - UC Unit Limit</i> Step aerobic exercise designed to develop and/or maintain cardiovascular fitness and endurance, muscular strength and endurance, flexibility and coordination. (Repeatable: May be taken four times only.)</p>	<p>PE 1.34 Boot Camp Fitness v.1-2 units 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Designed to provide the student with a physically intense and challenging fitness class. Training exercise used will include jogging, interval training, obstacle course and 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 and/or in a team setting.</p>
<p>PE 1.24 Bowling v.5-1.5 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Coeducational bowling; the techniques and skills of bowling; emphasis on fundamentals, rules, and etiquette.</p>	<p>PE 1.36 Yoga v.5-1.5 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Development of basic Yoga postures, breathing practices, stretching, and relaxation techniques as a method to improve flexibility, decrease stress and improve physical and mental well being.</p>
<p>PE 1.25 Badminton v.5-1.5 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Skills and fundamentals in individual and doubles play with an emphasis on rules and etiquette.</p>	<p>PE 1.37 Club Fitness v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Club fitness uses treadmills, stationary bikes, rowing machines, step machines for developing fitness levels. Physical fitness assessment and analysis is performed. Development of individualized fitness and wellness programs.</p>
<p>PE 1.26 Body Toning v.5-1.5 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) <i>Transferable to CSU/UC - UC Unit Limit</i> An aerobic exercise program designed to develop muscle tone throughout the body. Muscle endurance and flexibility is also developed.</p>	<p>PE 1.42 Beginning Dance Techniques v.1-2 units 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC</i> Introduction to individual techniques of various dance style: foxtrot, swing, rumba, cha-cha, polka, country line.</p>
<p>PE 1.27 Fitness Walking/Jogging v.5-1.5 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Individualized walking/jogging program designed to improve cardiovascular endurance and muscular strength. Emphasis is on Lifetime fitness including the principles of nutrition, fitness and safety.</p>	<p>PE 1.55 Sports Conditioning v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Preparatory conditioning necessary for intercollegiate competition. Development of sport-specific strength, power, endurance, agility, and flexibility as well as mental training techniques.</p>
<p>PE 1.31 Golf-Beginning v.5-1.5 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Fundamental Golf skills, etiquette, and history.</p>	<p>PE 1.57 Weight Training v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Individualized weight training program designed to improve muscular strength and endurance. Emphasis is on lifetime fitness including principles of nutrition, fitness and safety</p>
<p>PE 1.33 Advanced Golf v.1-2 units 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Instruction and practice for advanced golf techniques.</p>	

Programs and Courses

<p>PE 1.71 Basketball v.5-1.5 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Techniques and skills of basketball used in preparing for intercollegiate competition.</p>	<p>PE 2.03R Basketball Skills - Men v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Techniques of basketball and conditioning used in preparing for intercollegiate competition. (Repeatable: May be taken three times only.)</p>
<p>PE 1.75 Soccer v1-1.5 units 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Techniques, skills, rules, conditioning, and drills for soccer.</p>	<p>PE 2.04R Basketball Skills - Women v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Techniques of basketball and conditioning used in preparing for intercollegiate competition. (Repeatable: May be taken three times only.)</p>
<p>PE 1.76 Advanced Soccer v.5-1.5 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Advanced techniques of soccer including skills and conditioning used to prepare for competitive play.</p>	<p>PE 2.07R Football Skills v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Preparatory skills necessary for intercollegiate competition in football. Development in offensive and defensive systems, including passing, kicking, blocking, and conditioning. (Repeatable: May be taken three times only.)</p>
<p>PE 1.77 Beginning Volleyball v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Fundamental skills and techniques for beginning volleyball play including: rules of play, officiating, and beginning level offensive and defensive strategies.</p>	<p>PE 2.08R Soccer Skills v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Preparatory skills necessary for intercollegiate competition in soccer. Development in offensive and defensive systems, including passing, kicking, blocking, and conditioning. (Repeatable: May be taken four times only.)</p>
<p>PE 1.78 Grass Doubles Volleyball v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Fundamental skills and techniques for grass doubles volleyball, including: rules of play, officiating, and offensive and defensive strategies.</p>	<p>PE 2.09R Softball Skills - Women v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Techniques of softball and conditioning used in preparing for intercollegiate competition. (Repeatable: May be taken four times only.)</p>
<p>PE 1.79 Intermediate Volleyball v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Fundamental skills and techniques for intermediate volleyball including: rules of play, officiating, and offensive and defensive strategies.</p>	<p>PE 2.11R Track and Field Skills 1 unit (Men/Women) 9 lecture hours, 27 lab hours <i>Transferable to CSU/UC - UC Unit Limit</i> Techniques and skills of Track and Field used in preparing for participation in intercollegiate competition. (Repeatable: May be taken four times only.)</p>
<p>PE 2.01R Baseball Skills v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Techniques of baseball and conditioning used in preparing for intercollegiate competition. (Repeatable: May be taken three times only.)</p>	

Programs and Courses

<p>PE 2.13R Volleyball Skills v.5-2 units 4.5 lecture hours, 13.5 lab hours (.5 unit) 9 lecture hours, 27 lab hours (1 unit) 13.5 lecture hours, 40.5 lab hours (1.5 units) 18 lecture hours, 54 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Advanced skills and techniques necessary for competitive volleyball play including conditioning, rules of play, and advanced offensive and defensive strategies. (Repeatable: May be taken four times only.)</p>	<p>PE 10 Adapted Yoga and Cardio Fitness .5 unit 4.5 lecture hours, 13.5 lab hours <i>Transferable to CSU</i> Adapted Yoga and Cardio Fitness methods and techniques modified to individual specific needs and disabilities. Skills and techniques utilized to improve relaxation, flexibility, core stabilization and cardiovascular fitness.</p>
<p>PE 3 Adaptive Physical Education General 2 units 18 lecture hours, 54 lab hours <i>Transferable to CSU/UC - UC Unit Limit</i> Introduction to adapted physical education for students with disabilities. Provides students with the opportunities to obtain the benefits of improved physical fitness through an individualized program of exercise.</p>	<p>PE 11R Intercollegiate Basketball - Men v1-2 units 22.5 lecture hours, 65 lab hours (1 unit) 45 lecture hours, 130 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Preparation for and competition in Intercollegiate Men's basketball. Collegiate techniques and strategies will be implemented. (Repeatable: May be taken three times only.)</p>
<p>PE 4 Low Impact Fitness 2 units 18 lecture hours, 54 lab hours <i>Transferable to CSU/UC - UC Unit Limit</i> Individualized exercise prescription for persons with disabilities in various stages of wellness who are seeking opportunities to improve their fitness levels. Programs include exercises to improve posture, aerobics, flexibility, strength and balance.</p>	<p>PE 12R Intercollegiate Track and Field - Men v1-2 units 22.5 lecture hours, 65 lab hours (1 unit) 45 lecture hours, 130 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Intercollegiate track and field competition for men. (Repeatable: May be taken three times only.)</p>
<p>PE 6 Adapted Total Fitness 2 units 18 lecture hours, 54 lab hours <i>Transferable to CSU/UC - UC Unit Limit</i> This is a general physical fitness course specifically intended for students with disabilities. Students will be given an opportunity to engage in a personalized program of exercise that promotes and develops overall physical fitness.</p>	<p>PE 15R Intercollegiate Football v1-2 units 22.5 lecture hours, 65 lab hours (1 unit) 45 lecture hours, 130 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Preparation for intercollegiate competition. Daily practice sessions including intercollegiate competition with other colleges. Practice includes instruction in offensive and defensive systems, instructions with various techniques associated with the positions played either in the offensive or defensive systems and conditioning. (Repeatable: May be taken three times only.)</p>
<p>PE 7 Adapted Weight Training and Fitness 2 units 18 lecture hours, 54 lab hours <i>Prerequisite:</i> Physician's medical release form signed. <i>Transferable to CSU/UC - UC Unit Limit</i> This course is designed as an introduction to progressive resistance weight training for students with disabilities. Students will engage in an individualized program of exercise that promotes the development of cardiovascular respiratory and muscle endurance, muscle strength and flexibility and a healthy body composition. Emphasis will be placed on weight training fundamentals, technique, conditioning and safety. <i>Prerequisite:</i> Physician's medical release form signed.</p>	<p>PE 16R Intercollegiate Soccer - Men 2 units 45 lecture hours, 130 lab hours <i>Transferable to CSU/UC - UC Unit Limit</i> Intercollegiate soccer competition including: shooting, heading, controlling, dribbling, passing, tackling, scoring, goal keeping. Practice and competition required. (Repeatable: May be taken three times only.)</p>
<p>PE 9 Adapted Weight Training and Recreational Activities .5 unit 4.5 lecture hours, 13.5 lab hours <i>Transferable to CSU</i> Adapted strength training techniques and methods to improve over-all muscular endurance and fitness. Additionally specific modified activities, games and sports will be experienced by the student to enhance their participation in life-long activities designed to improve self-esteem, social interaction and fitness. Activities include but not limited to: bocci ball, volleyball, frisbee games, pickle ball, horseshoes and basketball.</p>	<p>PE 17R Intercollegiate Baseball v1-2 units 22.5 lecture hours, 65 lab hours (1 unit) 45 lecture hours, 130 lab hours (2 units) <i>Transferable to CSU/UC - UC Unit Limit</i> Preparation for intercollegiate baseball competition. Collegiate baseball techniques and strategies. Required practice and competition required. (Repeatable: May be taken three times only.)</p>
	<p>PE 20 Introduction to Kinesiology 3 units 54 lecture hours <i>Transferable to CSU/UC</i> The foundations and philosophies of kinesiology will be covered - including professional requirements, fields of study for majors, legal liabilities, public relations, and teaching principles. Students will be introduced to different teaching philosophies, teaching methods and principles of kinesiology. (L).</p>

Programs and Courses

PE 21 Analysis of Softball 2 units
36 lecture hours

Transferable to CSU/UC - UC Unit Limit
Study and analysis of fast pitch softball, including fundamentals, offensive tactics, defensive tactics, defensive situations, and pitching.

PE 22R Analysis of Basketball 2 units
36 lecture hours

Transferable to CSU/UC - UC Unit Limit
Analysis of offensive and defensive basketball, including strategies and philosophy. Current techniques of shooting, passing, dribbling, along with the application of scouting in today's game of basketball.

PE 24 Analysis of Football v.5-2 units
9 lecture hours (.5 unit)

18 lecture hours (1 unit)
36 lecture hours (2 units)
Transferable to CSU/UC - UC Unit Limit
Analysis of offensive and defensive football, including philosophy and strategies; current techniques of passing, blocking, and tackling along with practical application of scouting.

PE 26 Care and Prevention of Athletic Injuries 3 units

45 lecture hours, 27 lab hours
Transferable to CSU/UC
An introduction to the theory and practice in the care and prevention of athletic injuries. (L)

PE 28 Analysis of Soccer 2 units
36 lecture hours

Transferable to CSU/UC - UC Unit Limit
Study and analysis of various phases of soccer, including fundamentals, offensive and defensive strategy, and different soccer styles.

PE 29 Analysis of Baseball 2 units
36 lecture hours

Transferable to CSU/UC - UC Unit Limit
Study and analysis of various phases of baseball, including fundamental skills, offensive tactics, defensive tactics, defensive solutions, and pitching. (L)

PE 31R Intercollegiate Volleyball-Women 2 units

45 lecture hours, 130 lab hours
Transferable to CSU/UC - UC Unit Limit
Preparation for intercollegiate volleyball competition. Collegiate level game strategies and techniques performed. Practice and competition required. (Repeatable: May be taken four times only.)

PE 32R Intercollegiate Basketball-Women v1-2 units

22.5 lecture hours, 65 lab hours (1 unit)
45 lecture hours, 130 lab hours (2 units)
Transferable to CSU/UC - UC Unit Limit
Preparation for Intercollegiate women's basketball. Collegiate techniques and strategies for competition will be performed. (Repeatable: May be taken four times only.)

PE 33R Intercollegiate Softball-Women 2 units

45 lecture hours, 130 lab hours
Transferable to CSU/UC - UC Unit Limit
Intercollegiate softball competition, individual skills, position play, team play, game strategy. Practice and competition required. (Repeatable: May be taken three times only.)

PE 36R Intercollegiate Track and Field - Women v1-2 units

22.5 lecture hours, 65 lab hours (1 unit)
45 lecture hours, 130 lab hours (2 units)
Transferable to CSU/UC - UC Unit Limit
Intercollegiate Track and Field for women. Collegiate techniques and skills will be performed in each event. (Repeatable: May be taken three times only.)

PE 37R Intercollegiate Soccer-Women 2 units

45 lecture hours, 130 lab hours
Transferable to CSU/UC - UC Unit Limit
Intercollegiate soccer competition including: shooting, heading, controlling, dribbling, passing, tackling, scoring and goal keeping. Practice and competition required. (Repeatable: May be taken three times only.)

AEROBICS:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

- PE 1.21—Aerobic Exercise
- PE 1.22R—Step Aerobics
- PE 1.27—Fitness Walking/Jogging

BASKETBALL:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

- PE 1.71—Basketball

BODY TONING:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

- PE 1.26—Body Toning
- PE 1.34—Boot Camp Fitness

BOWLING:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

- PE 1.24—Bowling

CONDITIONING:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

- PE 1.26—Body Toning
- PE 1.37—Boot Camp Fitness
- PE 1.55—Sports Conditioning

DANCE:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

PE 1.42—Beginning Dance Techniques

GOLF:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

PE 1.31—Golf-Beginning

PE 1.33—Advanced-Golf

RACQUET SPORT:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

PE 1.25—Badminton

SOCCER:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

PE 1.75—Soccer

PE 1.76—Advanced Soccer

SPORTS ANALYSIS:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

PE 21—Analysis of Softball

PE 22—Analysis of Basketball

PE 24—Analysis of Football

PE 28—Analysis of Soccer

PE 29—Analysis of Baseball

VOLLEYBALL:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

PE 1.77—Beginning Volleyball

PE 1.78—Grass Doubles Volleyball

PE 1.79—Intermediate Volleyball

WEIGHT TRAINING:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

PE 1.57—Weight Training

PE 1.59—

YOGA:

Family of Classes

(No more than four classes can be attempted from courses list below. See page 68 for details.)

PE 1.36—Yoga

Physical Science

PHYSIC 10A Earth Science 3 units

54 lecture hours

Transferable to CSU/UC - UC Unit Limit

Survey course with topics chosen principally from oceanography geology, physical geography, meteorology and astronomy. Topics are presented within a theme of understanding the Earth. (L)

PHYSIC 10AL Earth Science Laboratory 1 unit

54 lab hours

Prerequisite: PHYSIC 10A which may be taken concurrently.

Transferable to CSU/UC

Laboratory activities in Earth Science to reinforce and complement the materials presented in PHYSIC 10A. (L)

PHYSIC 10B Physical Science - Physics and Chemistry 3 units

54 lecture hours

Transferable to CSU/UC - UC Unit Limit

Basic concepts in physics and chemistry: motion, force, energy, electricity, atomic theory, matters, chemical and physical changes, radioactivity and an introduction to modern physics. (L)

PHYSIC 10C Physical Science - Physics and Chemistry 1 unit

54 lab hours

Transferable to CSU/UC

Laboratory experiments in physics and chemistry to reinforce and complement the materials presented in PHYSIC 10B which may be taken concurrently. (L)

Physics

PHYS 2A General Physics 3 units

54 lecture hours

Prerequisite: MATH 21

Transferable to CSU/UC - UC Unit Limit

Comprehensive survey of physics, including mechanics, hydrostatics, thermodynamics, and wave motion; qualitative understanding and quantitative problem solving; primarily for life science major. CHEM 2A recommended. (L,M)

PHYS 2B General Physics 3 units

54 lecture hours

Prerequisite: PHYS 2A

Transferable to CSU/UC - UC Unit Limit

Comprehensive study of physics, including electricity and magnetism, optics, atomic and nuclear physics, and relativity; equal emphasis placed on qualitative understanding and quantitative problem solving. Primarily for Life Science majors. (L,M)

Programs and Courses

PHYS 3A General Physics Laboratory 1 unit
54 lab hours

Prerequisite: PHYS 2A which may be taken concurrently.
Transferable to CSU/UC - UC Unit Limit
Performance of lab experiments to verify the important concepts of PHYS 2A. Not open to students with credit in PHYS 4 series or equivalent. (L,M)

PHYS 3B General Physics Laboratory 1 unit
54 lab hours

Prerequisite: PHYS 2B and PHYS 3A
Corequisite: PHYS 2B
Transferable to CSU/UC - UC Unit Limit
Performance of lab experiments to verify the important concepts of PHYS 2B. PHYS 2B can be taken as a prerequisite or a corequisite. Not open to students with credit in the PHYS 4 series. (L,M)

PHYS 4A Mechanics 4 units
54 lecture hours, 54 lab hours

Prerequisites: MATH 1A with a grade of "C" or better, MATH 1B (MATH 1B may be taken concurrently).
Transferable to CSU/UC - UC Unit Limit
Overview of the field of physics, its position and significance relative to the sciences, followed by a detailed study of mechanics. Primarily for architecture, chemistry, engineering, geophysics, and physics majors. (L,M)

PHYS 4B Electromagnetism 4 units
54 lecture hours, 54 lab hours

Prerequisite: PHYS 4A with a grade of "C" or better.
Transferable to CSU/UC - UC Unit Limit
Study of electromagnetism with accompanying laboratory. (L,M)

PHYS 4C Thermodynamics, Light, and Modern Physics 4 units
54 lecture hours, 54 lab hours

Prerequisite: PHYS 4B with a grade of "C" or better.
Transferable to CSU/UC - UC Unit Limit
Study of thermodynamics, optics, and modern physics with accompanying laboratory. (L,M)

PLANT SCIENCE (see Agriculture)



Political Science

POLSC 1 Introduction to American Government 3 units

54 lecture hours
Transferable to CSU/UC
A critical survey and assessment of American government and politics. Political institutions, such as the Political ideologies and Congress, the presidency, the courts, and the federal bureaucracy are analyzed in regards to power and ideology and their role in the American political system. Political ideologies and philosophies, as well as political parties and private interest groups are examined and analyzed. State and local government is included. Satisfies governments constitution(s) portion of California State University Title V, Section 40404. (L)

POLSC 6 Political Philosophy 3 units

54 lecture hours
Transferable to CSU/UC
This is an introduction to the major authors and types of political thought and the central issues involved in political thinking (e.g. democracy, fascism, justice, rights, law liberty, political authority, political principles, consequences, etc.), as presented through classical or contemporary reading selections. Not open to students with credit in PHIL 6. (L)

POLSC 7 International Relations 3 units

54 lecture hours
Transferable to CSU/UC
Survey of historical and contemporary international relations. Examination of the interaction of nation-states and peoples and cultures around the world, by applying key International Relation (IR) theories and research methodologies. In addition to the traditional IR topics of international security, globalization, international political economy, and international law and organizations, this class will explore how people of different cultures and ethnic background impact the domestic and foreign politics of their states, with emphasis on issues of human security - ethnic conflict, the global North and South economic gap, pandemics, and environment and resource management. (L)

Psychiatric Technology

The Psychiatric Technology Program is a four-semester and single-summer session program offered at the Yuba College Campus. The program includes 648 theoretical hours of classroom education, correlated with 956 clinical practicum hours. The subject matter reflects the knowledge and skills specified by Board of Vocational Nursing Psychiatric Technology Education (BVNPTE) regulation, rules, and laws. All clinical practicum will be under the supervision of a licensed BVNPTE-approved clinical instructor. The curriculum may be periodically revised to reflect the evolution of the profession and BVNPTE laws and regulations.

Theory and clinical program content shall reflect the client and patient population that are normally associated with the licensed Psychiatric Technician: Mentally disordered, personality disordered, substance abuser, and developmentally disabled. Students will be selected on the basis of a special application. Call (530) 741-6786 to request an application packet and application deadline information.

MINIMUM CRITERIA.

1. High School graduation or equivalent to high school.
2. Age of 18 years by first day of Fall semester.

**PSYCHIATRIC TECHNOLOGY
(Associate in Science)**

	Units
Fall (First Semester)	
FCS 10 Principles of Nutrition	3
PSYCT 50 Anatomy and Physiology	3
PSYCT 51 Human Development.....	3
PSYCT 52 Nursing Science A	2
Second Semester (Spring Semester)	
PSYCT 53 Developmental Disabilities A	3
PSYCT 54 Nursing Science B	2
PSYCT 55 Pharmacology A	2
PSYCT 70 Nursing Science Clinical A.....	3
PSYCT 71 Developmental Disabilities Clinical A.....	2
Summer	
PSYCT 56 Nursing Science C.....	3
PSYCT 72 Nursing Science Clinical B	3
Third Semester (Fall Semester)	
PSYCT 57 Psychiatric Disorders A.....	2
PSYCT 58 Group Process.....	2
PSYCT 59 Crisis Management.....	2
PSYCT 60 Pharmacology B	2
PSYCT 73 Psychiatric Disorders Clinical A	4
Fourth Semester (Spring Semester)	
PSYCT 61 Substance Abuse.....	2
PSYCT 62 Psychiatric Disorders B	2
PSYCT 63 Developmental Disabilities B	3
PSYCT 74 Psychiatric Disorders Clinical B.....	2
PSYCT 75 Developmental Disabilities Clinical B	3
Total units required for degree major.....	53

Completion/challenge/credit for the previously outlined courses will make the student eligible for licensure examination by the Board of Vocational Nurse and Psychiatric Technician Examiners following application. Students wishing to also receive an associate degree should consult their counselor concerning additional degree requirements.

PSYCT 50 Anatomy and Physiology 3 units
54 lecture hours

Introductory course providing a comprehensive overview of the normal structure and function of the human organism. Includes but not limited to: cell and tissue structure and function, organ and system differentiation and related terminology. Designed for the psychiatric technician student or equivalent. (L)

PSYCT 51 Human Development 3 units
54 lecture hours

Overview of normal human growth and development from biologic conception to death. Includes but not limited to the following: identification of major theorists/theories, presentation of major milestone of growth and development associated with the chronologic age groups and subject related terminology. (L)

PSYCT 52 Nursing Science A 2 units
36 lecture hours

Overview and orientation to the nursing science, which includes the following: basic medical terminology, fundamental concepts relating to the health care systems, ethical and professional codes of conduct and overview of past, current, and future trends in the U.S. health care systems. (L)

PSYCT 53 Developmental Disabilities A 3 units
54 lecture hours

Introductory overview of the five developmental disability subtypes: mental retardation, epilepsy, cerebral palsy, infantile autism and neurological handicapping. Also included shall be PART training designed to prepare the student to effectively "manage" assaultive behavior. Course is affiliated with the clinical component PSYCT 71. (L)

PSYCT 54 Nursing Science B 2 units
36 lecture hours

Overview of the major diseases and disorders associated with the human organism in terms of diagnostic criteria, symptom presentations, system pathology, medical/nursing interventions and typical prognosis. Emphasis shall be on nursing interventions, special care needs and patient related skills associated within the scope of practice of the LPT. Affiliated with PSYCT 70. (L)

PSYCT 55 Pharmacology A 2 units
36 lecture hours

Introductory overview to the basic concepts associated with the field of nursing related pharmacology. Includes a math review, computation conversion and review of specific drugs relating to specific drug classifications. The course material shall be directly related to the clinical medical experience offered in PSYCT 70, PSYCT 71 and PSYCT 73. (L,M)

Programs and Courses

<p>PSYCT 56 Nursing Science C 3 units <i>54 lecture hours</i> Overview of the medical-surgical nursing component of the program: includes all age groups, common diagnoses, nursing interventions and aspects of an acute care medical facility. Course material corresponds to PSYCT 72. (L,M)</p>	<p>PSYCT 63 Developmental Disabilities B 3 units <i>54 lecture hours</i> Provides an overview of the application of the behavioral science know as "behavior intervention" as it applies to the mentally retarded population. Included is a summary of the major state and federal legislation as it applies to the developmental disabilities. Also included is a general preparation for the Board of Vocational Nurses and Psychiatric Technicians (BVNPT) state board examination for licensure. This course is affiliated with the clinical course PSYCT 75. (L)</p>
<p>PSYCT 57 Psychiatric Disorders A 2 units <i>36 lecture hours</i> Overview of the major psychiatric disorders as defined within the current DSM-IVR, axis I. Emphasis shall be upon the following: psychiatric related terminology, the major psychiatric disorders, presenting symptoms, nursing interventions, treatment interventions and typical prognosis. This course shall correlate with the clinical component course PSYCT 73. (L)</p>	<p>PSYCT 70 Nursing Science Clinical A 3 units <i>162 lab hours</i> Clinical application of basic nursing skills associated with the "long term care" patient within a skilled nursing facility. The clinical affiliation is preceded by a 40-hour skills lab practicum at the Yuba College Nursing Lab according to schedule. Included but not limited to: basic nursing care, ambulation assistance, personal hygiene, feeding assistance, preparation, administration and documentation of prescribed medications and or treatments. This clinical course is directly related to the content of PSYCT 54. Grades are P/NP. (L,M)</p>
<p>PSYCT 58 Group Process 2 units <i>36 lecture hours</i> Overview of the therapeutic intervention known as group process as it relates to the developmentally disabled and psychiatric client. Includes the following: related terminology, group leader skills, goals of the group process and specific client behaviors. (L)</p>	<p>PSYCT 71 Developmental Disabilities Clinical A 2 units <i>108 lab hours</i> Clinical application of skill and knowledge associated with the developmentally disabled child and/or adolescent being served in the special education classroom of the school known as Butte Vista School. The student shall be assigned to a specific classroom under the direct supervision and direction of the classroom instructor. Emphasis on the provision of direct care and supervision of the students of the classroom while under the direction of the classroom instructor. Clinical experience correlates with the course material presented in theoretical course known as PSYCT 53. Admission to the Psychiatric Technician Program is required. Grades are P/NP. (L)</p>
<p>PSYCT 59 Crisis Management 2 units <i>36 lecture hours</i> Overview of the concept of "crisis" relating to an individual's personal reaction to physical or psychological stressors. Including but is not limited to the following: recognition of stress response, specific adaptive responses, specific maladaptive response, the dynamics of grief "burnout and suicide." Content of this course is directly related to the course objectives for PSYCH 73. (L)</p>	<p>PSYCT 72 Nursing Science Clinical B 3 units <i>162 lab hours</i> Clinical application of nursing skills relating to the medical surgical patient within an acute care medical facility involving various age group, diagnoses, and health care needs. The clinical experience correlates with the theoretical aspects of the psychiatric technician program. Grades are P/NP. (L,M)</p>
<p>PSYCT 60 Pharmacology B 2 units <i>36 lecture hours</i> Overview of the somatic therapies with emphasis upon the psychotropic medications as they relate to the psychiatric client. Includes but is not limited to the following major drug classes: antipsychotic, antidepressant, antianxiety, antimanic and anticholinergic. (L,M)</p>	<p>PSYCT 73 Psychiatric Disorders Clinical A 4 units <i>216 lab hours</i> Clinical application of psychiatric skills relating to the DSM-IVR diagnosed client within the acute care, day treatment and adult education components of the Sutter-Yuba Mental Health Care System. Includes: application of therapeutic communication skills, medication administration, group process participation, observation, clinical assessment, interdisciplinary team participation and one to one observation. Course closely correlated with the theoretical courses that relate to the acute and chronic care hospitalized psychiatric client. Grades are P/NP. (L,M)</p>
<p>PSYCT 61 Substance Abuse 2 units <i>36 lecture hours</i> Provides for the historical overview of those drugs most commonly misused, or abused within the contemporary U.S. society. Makes a distinction between substance-use disorders and substance-induced disorders. All major drugs that have the potential for abuse and or misuse shall be presented in terms of the following: classifications, physical/psychological effects and dependency potential. (L)</p>	
<p>PSYCT 62 Psychiatric Disorders B 2 units <i>36 lecture hours</i> Provides for the general orientation to the ten personality disorders as described in Axis II of the DSM-IVR. Emphasis shall be upon the defining criteria, interpersonal impact, social consequences and intervention techniques. This course is affiliated with the clinical course PSYCT 74. (L)</p>	

Programs and Courses

PSYCH 33 Personal and Social Adjustment 3 units

54 lecture hours

Transferable to CSU/UC

Principles of personality development with emphasis on self-theories and social interaction theories. (L)

PSYCH 34 Alternative Lifestyles 1 unit

18 lecture hours

Transferable to CSU

A narrative history of the formation of gay communities and gay movements. Current issues of diversity and the struggles with homophobia in today's society will be addressed. This course is designed for those currently working in the public sector, or for those seeking a thorough knowledge of this diverse population. (L)

PSYCH 41 Lifespan Development 3 units

54 lecture hours

Transferable to CSU/UC

Introduction to the scientific study of human development from conception to death. Examines the interplay of the biological, psychological, social and cultural influences on the developing human being. (L)

PSYCH 46 Abnormal Psychology 3 units

54 lecture hours

Transferable to CSU/UC

Introduction to the field of abnormal psychology. Exploration of the models, diagnosis, and classification of abnormal behavior. (L)

PSYCH 95J Stress Management .5 unit

9 lecture hours

Transferable to CSU/UC

Cause-and-effect factors of stress, and the skills and strategies supervisors can use to help cope with stress. Stress as both enemy and ally. May include stress-reduction activities and exercises. Not open to students with credit in MGMT 95JR. Grades are P/NP. (L)

Punjabi

PUNJ 1 Beginning Punjabi 3 units

54 lecture hours

Transferable to CSU

Development of four basic language skills: speaking, listening, reading, and writing; initiate, sustain, and close basic communication tasks. Understand content related to personal background and needs, non-complex social conventions, main ideas, and details of connected discourse of familiar topics.

PUNJ 2 Intermediate Punjabi 3 units

54 lecture hours

Transferable to CSU

Continuation of Punjabi 1. Development of four basic language skills: speaking, listening, reading, and writing. Emphasis on mastery of material on Punjabi 1 and introduction of the present perfect, past, and future tense.

Radiologic Technology

TWO-YEAR ASSOCIATE DEGREE PROGRAM

Accredited by the State of California Department of Public Health, Radiologic Health Branch and the Joint Review Committee on Education in Radiologic Technology. Upon completion of this program, the student will receive a Certificate of Achievement and is eligible to take the required California State Certification Examination which will qualify the graduate (passor) as a California Certified Radiologic Technologist and also the American Registry of Radiologic Technologist which qualifies the graduate (passor) as a Registered Technologist R.T. in Radiology.

Since enrollment is currently limited, applications are not being accepted at this time until further notice. Students are encouraged to review the website at: <http://radtech.yccd.edu> and make an appointment with a Yuba College counselor for advice on eligibility.

MINIMUM CRITERIA FOR ADMISSION.

1. High School graduation or equivalent.
2. Completion with a "C" or better grade: Biology 4, Biology 5, Chemistry 1A or 2A, Mathematics 42 or higher, English 1A, Humanities (course that fulfills area "C" of the General Education requirements), Psychology 1A, and RADT 15A-15B Medical Terminology.

Students are also required to have specific immunizations, pass a drug screen and background check. (Criteria are subject to change each year.) Specific information and the application can be found on the website listed above.

Sequence of courses to be completed leading to the Associate in Science Degree in Radiologic Technology:

Fall Semester	
RADT 1 Introduction to Radiologic Technology	4
RADT 2 Radiation Physics	3
RADT 3A Radiographic Procedures	2.5
RADT 6A Radiologic Technology Internship	3
Spring Semester	
RADT 3B Radiographic Procedures	2.5
RADT 4 Principles of Rad. Biology & Protection	3
RADT 5 Principles of Radiographic Exposure and Equipment	4
RADT 6B Radiologic Technology Internship	6.5
Summer Session	
RADT 6C Radiologic Technology Internship	8
Fall Semester	
RADT 3C Radiographic Procedures	2
RADT 6D Radiologic Technology Internship	1-7.5
RADT 7 Advanced Radiologic Studies	1

Programs and Courses

Spring Semester
 RADT 6E Radiologic Technology Internship.....7.5
 RADT 12 Radiologic Technology Board Review 1

Summer:
 RADT 6FO Radiologic Technology Internship1-8

*Courses must be completed with a grade of "C" or better before or during the indicated semester to progress in the program.

All required Radiologic Technology courses and Associate in Science Degree must have been earned to receive the Certificate of Achievement

RADT 1 Introduction to Radiologic Technology 4 units

72 lecture hours
Prerequisite: Admission to program; manual dexterity is required.

Transferable to CSU
 Policies and procedures of the Yuba College Program; overview of radiography and health care delivery; usage of terminology as related to the medical and radiological professions; principles of care to patients during radiologic procedures; medical ethics and laws. (L)

RADT 2 Radiation Physics 3 units

54 lecture hours
Prerequisite: Admission to RADT program.
Transferable to CSU

Introduction to basic physics; fundamentals of x-ray generating equipment; information on x-ray production and x-ray beam characteristics. (L,M)

RADT 3A Radiographic Procedures 2.5 units

36 lecture hours, 27 lab hours
Transferable to CSU

Knowledge and skills necessary to perform standard radiographic procedures that are of optimal diagnostic quality. Skills necessary for image critique. Areas studied: thorax, abdomen, pelvis and extremities. (L,M)

RADT 3B Radiographic Procedures 2.5 units

36 lecture hours, 27 lab hours
Transferable to CSU

Knowledge and skills necessary to perform standard radiographic procedures that are of optimal diagnostic quality. Skills necessary for image critique. Areas studied: spine, skull, facial bones, digestive and urinary systems. (L,M)

RADT 3C Radiographic Procedures 2 units

36 lecture hours
Prerequisite: RADT 3B
Transferable to CSU

Knowledge and skills necessary to perform standard radiographic procedures; consideration is given to the production of radiographs of optimal diagnostic quality. (L,M)

RADT 3D Radiographic Procedures 1 unit

13.5 lecture hours, 13.5 lab hours
Transferable to CSU

Knowledge and skills necessary to perform standard radiographic procedures: consideration is given to the production of radiographs of optimal diagnostic quality. (L,M)

RADT 4 Principles of Rad, Physics Biology & Protection 2 units

36 lecture hours
Transferable to CSU

Principles of the interaction of ionizing radiation with the living system; effects on biological molecules and organism and factors affecting biological response; radiation protection responsibilities of the radiographer for patients, personnel, and the public. (L,M)

RADT 5 Principles of Radiation Exposure and Equipment 4 units

72 lecture hours
Prerequisite: RADT 2
Transferable to CSU

Knowledge of factors that govern and influence the production of the radiographic image on radiographic film and processing of the exposed film; equipment routinely used to produce the image; to evaluate radiographic systems to assure consistency. Acceptance into the Radiologic Technology Program. (L,M)

RADT 6A Radiologic Technology Internship 3 units

162 lab hours
Prerequisite: Acceptance in to the Yuba College RADT Program.
Transferable to CSU

Beginning radiologic experience in clinical facilities under the supervision of the college instructor, staff technologists, and radiologist. Basic development of skills in correlation with current radiologic practices. Rotation in various facilities. (L,M).

RADT 6B Radiologic Technology Internship 6.5 units

351 lab hours
Prerequisite: RADT 6A
Transferable to CSU

Radiologic experience in clinical facilities under the supervision of the college instructor, staff technologists, and radiologist. Development of skills in correlation with current radiologic practices. Rotation in various facilities. Grades are P/NP. (L)

RADT 6C Radiologic Technology Internship 8 units

432 lab hours
Prerequisite: RADT 6B
Transferable to CSU

Radiologic experience in clinical facilities under the supervision of the college instructor, staff technologists, and radiologist. Development of skills in correlation with current radiologic practices. Rotation in various facilities. (L,M)

RADT 6D Radiologic Technology Internship v1-7.5 units

408 lab hours
Prerequisite: RADT 6C
Transferable to CSU

Radiologic experience in clinical facilities under the supervision of the college instructor, staff technologists, and radiologist. Development of skills in correlation with current radiologic practices. Rotation in various facilities. Grades are P/NP. (L)

Programs and Courses

RADT 6E Radiologic Technology Internship 7.5 units

405 lab hours

Prerequisite: RADT 6D

Transferable to CSU

Radiologic experience in clinical facilities under the supervision of the college instructor, staff technologists, and radiologist. Development of skills in correlation with current radiologic practices. Rotation in various facilities. Grades are P/NP.

RADT 6FO Radiologic Technology Internship – Elective v1-8 units

440 lab hours

Prerequisite: RADT 6E

Transferable to CSU

Radiologic experience in clinical facilities under the supervision of the college instructor, staff technologists, and radiologist. Development of skills in correlation with current radiologic practices. Rotation in various facilities. Grades are P/NP.

RADT 6GO Radiologic Technology Internship – Elective v.5-1.5 units

27 lab hours (.5 unit)

54 lab hours (1 unit)

81 lab hours (1.5 units)

Prerequisite: RADT 6A

Transferable to CSU

Radiologic experience in clinical facilities under the supervision of the college instructor, staff technologists, and radiologist. Development of skills in correlation with current radiologic practices. Rotation in various facilities. Grades are P/NP.

RADT 7 Advanced Radiographic Studies 1 unit

18 lecture hours

Prerequisite: RADT 1

Transferable to CSU

Advanced radiologic studies as they relate to pediatric, geriatric, the terminally ill and disabled patients; radiologic pharmacology and contrast media.

RADT 8 Radiographic Pathology and Film Critique 3 units

54 lecture hours

Prerequisite: RADT 1

Transferable to CSU

Introduction into the concepts of disease. Pathology and disease, as it relates to various radiographic procedures. Advanced evaluation and critique of radiographs. (L)

RADT 9 Advanced Modalities 3 units

54 lecture hours

Transferable to CSU

The advanced radiologic studies of Computed Tomography, Magnetic Resonance Imaging, Angiography, Interventional Procedures, and related procedures; sectional anatomy. (L,M)

RADT 12 Radiologic Technology Board Review 1 unit

18 lecture hours

Corequisite: RADT 6E or special permission.

Transferable to CSU

Summary lectures with testing of the five (5) content areas tested by the State of California Radiation Health Branch and the American Registry of Radiologic Technology. Grades are P/NP. (L,M)

RADT 14 Radiographic Informatics 3 units

54 lecture hours

Corequisite: RADT 6D

Transferable to CSU

An introduction to computer applications in a health care setting. Topics include acquiring, accessing and updating patient information, displaying, modifying, sending and retrieving images, and the safeguarding of patient confidentiality. (L,M)

RADT 16 Radiologic Fluoroscopy 3 units

54 lecture hours

Prerequisite: RADT 2 or Special Permission

Specialized principles used in fluoroscopic image generating equipment including how images are viewed and recorded and quality control of the equipment. Laws and regulations regarding radiation protection. Course meets RHB requirements. Elective. (L,M)

RADT 51 Medical Terminology 3 units

54 lecture hours

Intended to assist those studying in the fields of medicine and health care by learning a word-building system for defining, using, spelling and pronouncing medical words. It is designed for those preparing for a health career such as nursing, medical secretary, ward secretary, emergency medical technician, medical technologist, respiratory therapist, or other fields that require a medical vocabulary. Not open to students with credit in NURS 51. (L)

Reading

READ 10 Critical Reading 3 units

54 lecture hours

Prerequisite: READ 70 or Placement Examination score above Reading 70.

Transferable to CSU

Enable students to develop ability to read, think, respond, and write critically. Emphasis on understanding and analyzing written material.

READ 15A Efficient Reading for Biology 15 2 units

36 lecture hours

Transferable to CSU

Reading and study skills class focused on Biology 15. Students will improve their reading skills, vocabulary, study and test-taking skills necessary for success in Biology 15. Enrollment in Biology 15 is strongly advised.

READ 70 Analytical Reading 3 units

54 lecture hours

Prerequisite: Satisfactory score on placement exam and appropriate skills and knowledge or a passing grade or credit in READ 105 or 105L.

Specific comprehension and reasoning skills for reading textbooks and other college material. Concurrent enrollment in ENGL 51 or 51L is recommended. (L)

Programs and Courses

<p>READ 71 Study Reading and Test Preparation in Science 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> READ 105 with a grade of "C" or better, or qualifying Placement Examination score. Study reading and test preparation strategies applicable to science courses will be reviewed and practiced. Recommended for science and nursing majors.</p>	<p>READ 115A Academic Reading and Writing 1 4 units <i>72 lecture hours</i> <i>Prerequisite:</i> Satisfactory score on the placement exam. This course emphasizes the development of basic reading and writing skills including active reading and writing processes, vocabulary development, grammar and mechanics, simple and compound sentences, paragraph development, and small group and whole class work to strengthen basic reading skills. Not open to students with credit in ENGL 115A.</p>
<p>READ 105 Pre-Collegiate Reading Skills 3 units <i>54 lecture hours</i> <i>Prerequisite:</i> Satisfactory score on Placement Examination and appropriate skills and knowledge or passing grade or credit in READ 110B. Emphasis on paragraph and passage comprehension, vocabulary development, and basic study reading techniques. Concurrent enrollment in ENGL 105 recommended. Not open to students with credit in READ 105L.</p>	<p>READ 115B Academic Reading & Writing 2 4 units <i>72 lecture hours</i> <i>Prerequisite:</i> Any of the following courses meet the prerequisite: ENGL 110A, 110AL, 115A, or ESL 110A, 110AL, 111AR, 116AR, or READ 110A, 115A. This course emphasizes the development of reading and writing skills including varied sentence types, use of phrases and clauses, grammar and mechanics, paragraphs, short essays, the writing process, and small group and whole class work to strengthen basic reading skills and to make inferences and to read critically. Not open to students with credit in English 115B.</p>
<p>READ 105L Pre-Collegiate Reading Skills 4 units <i>54 lecture hours, 36 lab hours</i> <i>Prerequisite:</i> Satisfactory score on Placement Examination and appropriate skills and knowledge or a passing grade or credit in READ 110B. <i>Corequisite:</i> READ 105L Lab. Emphasis on paragraph and passage comprehension, vocabulary development, and basic study reading techniques. Concurrent enrollment in ENGL 105 is recommended.</p>	<p>READ 116A Academic Reading and Writing for ESL 1 4 units <i>72 lecture hours</i> <i>Prerequisite:</i> ESL 267 and ESL 268 or Satisfactory score on the placement exam. This course emphasizes the development of basic reading and writing skills including active reading and writing processes, vocabulary development, grammar and mechanics, simple and compound sentences, paragraph development, and small group and whole class work to strengthen basic reading skills.</p>
<p>READ 110A Reading Assistance 4 units <i>54 lecture hours, 36 lab hours</i> Small group and whole class work to strengthen basic reading skills, based on metacognitive strategies. Emphasis on vocabulary development.</p>	<p>READ 116B Academic Reading and Writing for ESL 2 4 units <i>72 lecture hours</i> <i>Prerequisite:</i> ENGL 110A, 110AL, 115A, or ESL 110A, 110AL, 111A, 116A, or READ 110A, 115A. This course emphasizes the development of reading and writing skills including varied sentence types, use of phrases and clauses, grammar and mechanics, paragraphs, short essays, the writing process, and small group and whole class work to strengthen basic reading skills and to make inferences and to read critically. Not open to students with credit in ESL116B.</p>
<p>READ 110B Reading Assistance 4 units <i>54 lecture hours, 36 lab hours</i> <i>Prerequisite:</i> Satisfactory score on Placement Examination or a passing grade in READ 110A. Small group and whole class work to strengthen basic reading skills, based on metacognitive strategies. Emphasis on vocabulary development as well as retention strategies.</p>	<p>READ 123 Reading and Comprehension 1 unit <i>9 lecture hours, 27 lab hours</i> Individual program of study for improvement in reading, comprehension, and efficiency. Grades are P/NP.</p>
<p>READ 113 ACCEL Academic Reading and Writing 6 units <i>108 lecture hours</i> <i>Prerequisite:</i> Satisfactory score on the placement exam. This course focuses on the development of basic reading and writing skills necessary for critical reading and the development of paragraphs and short essays. Not open to students with credit in ENGL 113R.</p>	<p>READ 125 Enrichment Reading 1 unit <i>18 lecture hours</i> Reading a variety of narrative materials to gain fluency and comprehension of literature. Focus on various elements of narrative development and vocabulary in context.</p>
<p>READ 114 ACCEL Academic Reading and Writing ESL 6 units <i>108 lecture hours</i> <i>Prerequisite:</i> ESL 267 and ESL 268 or Satisfactory score on the placement exam. This course focuses on the development of basic reading and writing skills necessary for critical reading and the development of paragraphs and short essays.</p>	

REAL ESTATE (see Business)

Sign Language

SIGN 1 Sign Language Studies 1 4 units
72 lecture hours

Transferable to CSU/UC - UC Unit Limit

Introduction to the visual-gestural process of sign language. This course provides instructional activities for people who wish to become competent in communicating with deaf people, Emphasis on nonverbal communication. (L)

SIGN 2 Sign Language Studies 2 4 units
72 lecture hours

Prerequisite: SIGN 1

Transferable to CSU/UC

Non-verbal communication skills utilizing syntactical and finger spelling of multi-syllable words. (L)

SIGN 3 Sign Language Studies 3 4 units
72 lecture hours

Prerequisite: SIGN 2

Transferable to CSU/UC

Continuation of ASL verbal comprehension skills. Study of advanced grammatical structures. Emphasis on expressive skills of deaf culture. (L)

SIGN 61 Basic Vocabulary and Finger Spelling 2 units

36 lecture hours

The art of communicating with persons who are deaf by means of finger spelling and basic signing. May be taken concurrently with SIGN 1 or as an introductory course to American Sign Language. (L)

Social Science

**SOCIAL SCIENCE
(Associate in Arts)**

Required Courses	Units
ANTHR 1 Physical Anthropology OR	3
2 Cultural Anthropology.....	3
ECON 1A Elementary Economics-Macro.....	3
GEOG 1 Physical Geography OR	3
GEOG 2 Cultural Geography.....	3
POLSC 1 Introduction to Political Science	3
PSYCH 1A General Psychology OR	3
SOCIL 1 Introduction to Sociology.....	3
Any History Class	3
Total units required for degree major.....	18

Sociology

**SOCIOLOGY
(Associate in Arts for Transfer)**

Required Courses	Units
SOCIL 1 Introduction to Sociology	3
SOCIL 2 Social Problems.....	3
List A: Select one of the following (3-4 units):	
STAT 1 Introduction to Statistics.....	4
SOCIL 8 Social Science Research Methods	3
List B: Select two additional courses from the following (6 units):	
SOCIL 10 Sociology of Marriage & Family	3
SOCIL 6 Sociology of Sex and Gender	3
SOCIL 5 Sociology of Race & Ethnicity.....	3
PSYCH 22 Social Psychology.....	3
List C: Select one additional course from the following (3 units):	
Any course not selected from List B.....	3
SOCIL 3 Critical Thinking in Social Science	3
PSYCH 1A General Psychology	3
PSYCH 1B General Psychology: Individual and Social Processes	3
ECON 1A Elementary Economics - Macro.....	3
ECON 1B Elementary Economics - Micro.....	3
POLSC 1 Introduction to American Government.....	3
Total units required for degree major.....	18-19

SOCIL 1 Introduction to Sociology 3 units
54 lecture hours

Transferable to CSU/UC

Basic principles and concepts of sociology including culture, socialization, organizations, institutions, stratification, collective behavior, and social change. (L)

SOCIL 2 Social Problems 3 units
54 lecture hours

Transferable to CSU/UC

Survey of social problems in present-day American culture and application of sociological theory and analysis to issues such as poverty, racism, crime, healthcare, education, and the environment. (L)

SOCIL 5 Sociology of Race & Ethnicity 3 units
54 lecture hours

Transferable to CSU/UC

Examines the social construction of categories of race and ethnicity in society. Focus on inequality and the impact of racial categorization on everyday life through institutions such as the labor market, schools, residential segregation, healthcare, media, and the criminal justice system.

SOCIL 6 Sociology of Sex and Gender 3 units
54 lecture hours

Transferable to CSU/UC

Sociological analysis of the construction, reproduction, and consequences of sex categories and gender roles. Emphasis on how gender designation of "male" and "female" impacts an individual's life, including violence and abuse, sexual harassment, hate crimes, wage differentials and unequal opportunities. (L)

Programs and Courses

**SOCIL 8 Social Science
Research Methods 3 units**

54 lecture hours

Transferable to CSU/UC

Covers basic issues in the design and implementation of social science research. Topics covered include the scientific method, ethics, research design, basic descriptive and inferential statistics, and qualitative and quantitative methodologies. Completion or current enrollment in STAT 1 strongly recommended.

**SOCIL 10 Sociology of Marriage &
Family 3 units**

54 lecture hours

Transferable to CSU/UC

Sociological analysis of marriage and family, including history, cross-cultural comparison, gender roles, sexuality, parenthood, and contemporary debates about family values, form, and function. (L)

**SOCIL 30 Aging: Concepts
and Issues 3 units**

54 lecture hours

Transferable to CSU/UC

Social, economic and psychological factors related to aging and the changing roles in contemporary society. Topics include: current controversies, personal adaptation to aging, income and housing, health and long-term care, employment and retirement, community social services, and social inequality. Not open to students with credit in HUSEV 15. (L)

Spanish

**SPAN 1 Elementary Spanish,
Part 1 4 units**

72 lecture hours

Transferable to CSU/UC - UC Unit Limit

Introduction to the language and culture of the Spanish-speaking world. It includes the development of listening, speaking, reading and writing Spanish with an emphasis on the communicative skills, as well as the fundamentals of Spanish grammar. Equivalent to one year high school Spanish. (L)

**SPAN 2 Elementary Spanish,
Part 2 4 units**

72 lecture hours

Prerequisite: SPAN 1 with a grade of "C" or better or one year of high school Spanish.

Transferable to CSU/UC - UC Unit Limit

A continuation of Spanish 1. Provides further basic communication skills through listening, speaking, reading and writing. This course introduces the present perfect, the conditional, the future and the subjunctive verb cases. It includes practice at the intermediate level and review of the fundamentals of Spanish grammar. (L)

**SPAN 3 Intermediate Spanish,
Part 1 4 units**

72 lecture hours

Prerequisite: SPAN 2 with a grade of "C" or better or two years of high school Spanish.

Transferable to CSU/UC - UC Unit Limit

First of two semesters of intermediate Spanish. This course provides intermediate level of communication skills through listening, speaking, reading, and writing in a cultural context with special emphasis on communication. (L)

**SPAN 4 Intermediate Spanish,
Part 2 4 units**

72 lecture hours

Prerequisite: SPAN 3 with a grade of "C" or better or three years of high school Spanish.

Transferable to CSU/UC

This is a fourth semester course in Spanish designed to review the grammar, vocabulary, and composition acquired in the first three semesters. Contextualized and culturally appropriate exercises and readings of modern texts of the history, art, geography, literature, and cultural values of the Hispanic peoples are used. The four language skills (listening, writing, reading, and speaking) are further developed through special emphasis on communication. (L)

SPAN 10 Introduction to Spanish 3 units

54 lecture hours

Transferable to CSU

Study of elementary Spanish with an emphasis in proficiency. This course includes grammar, vocabulary, pronunciation, and communication. (L)

**SPAN 20A Spanish for Heritage
Students 4 units**

72 lecture hours

Transferable to CSU/UC - UC Unit Limit

Reading and writing in Spanish, targeted to Spanish speakers. Readings pertinent to the life and culture of Hispanics in the United States, compositions, exploring personal, political and cultural issues, exams, advanced grammar. Instruction in Spanish. (L)

**SPAN 20B Spanish for Heritage
Students 4 units**

72 lecture hours

Prerequisite: SPAN 20A and fluency in Spanish.

Transferable to CSU/UC - UC Unit Limit

This course, which is conducted in Spanish, is the second of a two-semester sequence designed for fluent speakers of Spanish who are proficient in the language, but who have had little or no formal language training.

**SPAN 35 Latin American
Literature in Translation 3 units**

54 lecture hours

Transferable to CSU/UC

Study of representative works of Latin-American Literature. Readings, lectures, and discussions of major works in English from the time of Columbus to the Twentieth Century. (L)

Programs and Courses

SPAN 36 **Literatura Hispano-** **3 units**
Americana

54 lecture hours
Prerequisite: Ability to read literature in the Spanish language.
Transferable to CSU/UC
 Study of representative works of Latin-American Literature. Readings, lectures, and discussions of major works in Spanish from the time of Columbus to the Twentieth Century. Intended for Hispanic and advanced Spanish student. (L)

SPAN 51 **Conversational Spanish** **v1-3 units**

12 lecture hours, 18 lab hours (1 unit)
24 lecture hours, 36 lab hours (2 units)
36 lecture hours, 54 lab hours (3 units)
 Development of oral skills in Spanish with an emphasis on practical phrases for communication in job or social situations; vocabulary development appropriate for basic interaction as well as for law enforcement, welfare, and other public agencies. Grades are P/NP. (L)

Speech

COMMUNICATION STUDIES (Associate in Science)

Required Courses

	Units
MCOMM 2 Introduction to Mass Communications.....	3
SPECH 1 Public Speaking	3
SPECH 2 Oral Interpretation of Literature.....	3
SPECH 6 Group Communication	3
SPECH 7 Interpersonal Communication	3

Plus 6 units selected from the following:
 SPECH 4R, 8; THART 11A; PSYCH 1A;
 MCOMM 4; PHIL 12
 Total units required for degree major.....21

SPECH 1 **Public Speaking** **3 units**

54 lecture hours
Prerequisite: ENGL 51 or qualifying score on Placement Examination.
Transferable to CSU/UC
 Principles of effective oral communication applied to several public speaking assignments which emphasize the development of support and organization of ideas, audience analysis, public speaking anxiety, and effective delivery styles.

SPECH 2 **Oral Interpretation** **3 units**
of Literature

54 lecture hours
Prerequisite: ENGL 51
Transferable to CSU/UC
 Introduction to the analysis and interpretation of literature for oral reading. This course encourages a deeper, richer experience of prose, poetry, and drama and enables the student to share the love of literature in the oral tradition.

SPECH 3 **Argumentation and** **3 units**
Critical Thinking

54 lecture hours
Transferable to CSU/UC
 General approach to rational decision making and argumentative analysis including structuring written and oral arguments and rebuttals, gathering relevant evidence for arguments, and identifying logical fallacies. (L)

SPECH 4R **Speech Arts Workshop** **3 units**

162 lab hours
Transferable to CSU
 Supervised preparation for participation in Inter-Collegiate Speech and Oral Interpretation events and/or for presentations at local school. (Repeatable: May be taken four times only.) (L)

SPECH 6 **Small Group** **3 units**
Communication

54 lecture hours
Transferable to CSU/UC
 Study of communication in small group situations. Emphasis will be placed on researching, organizing, and delivering oral presentations. Investigation of the role of communication in various group processes. Problem solving, leadership, team building, effective decision making and conflict. (L)

SPECH 7 **Interpersonal** **3 units**
Communication

54 lecture hours
Transferable to CSU/UC
 Study of communication skills associated with establishing and maintaining satisfying interpersonal relationships. Various approaches to effective communication in multiple interpersonal contexts will be discussed. Factors influencing interpersonal communication are analyzed, such as language, perception, non-verbal, and communication climate. (L)

SPECH 8 **Intercultural** **3 units**
Communication

54 lecture hours
Transferable to CSU/UC
 Study of intercultural communication theory relates to perception, context, language, verbal, nonverbal messages and adaptation. Emphasis will be placed on developing effective intercultural communication skills. Students will demonstrate effective intercultural communications skills by oral presentations, and group/interpersonal interactions. (L)

SPECH 9 **Fundamentals of Speech** **3 units**
Communication

54 lecture hours
Transferable to CSU/UC
 Basic fundamentals and introductory concepts necessary for effective communication in a variety of settings. Emphasis will be placed on researching, organizing and presenting public presentations in interpersonal, small group, and public contexts. (L)

SPECH 12 Multicultural Communication v.5-1 unit

9 lecture hours, 9 lab hours (.5 unit)
18 lecture hours, 18 lab hours (1 unit)
Transferable to CSU

By attending the events organized/sponsored by Crossing Borders and Building Bridges, participants are expected to acquire effective intercultural communication skills by valuing differences through their acknowledgment and respect for diversity and multiculturalism.

Statistics

STAT 1 Introduction to Statistical Methods 4 units

54 lecture hours, 36 lab hours
Prerequisite: MATH 52
Transferable to CSU/UC

Descriptive statistics; measures of central tendency, variation, correlation. Probability, sampling, and sampling distributions. Inferential statistics: estimation, and tests of statistical hypotheses. For majors in natural science, social science, and business. (L)

Theatre Arts

Certain classes can only be attempted four times. These courses are listed in class families starting on page 178.

**THEATRE ARTS
(Associate in Arts)**

Required Courses	Units
THART 10 Introduction to Theatre.....	3
THART 11A Introduction to Acting	3
THART 29 College Theatre	3
THART 12A Advanced Studies in Acting	3
Plus 6 units from the following:	
THART 11B, 12B, 29R, 34, 45A, 45B;	
SPECH 1, 4R, MCOMM 2, 4; ENGL 2	
Total units required for degree major.....	18

THART 10 Introduction to Theatre 3 units

54 lecture hours
Transferable to CSU/UC

The study of theatre and its relationship to other arts and humanities, including survey of theatre history, study of important plays, and current Yuba College theatre productions. (L)

THART 11A Introduction to Acting 3 units

45 lecture hours, 27 lab hours
Transferable to CSU/UC

The basics of acting for the stage will be explored and developed; including voice, diction, movement, improvisational technique, characterization, and scene study. Several monologues and scenes will be developed and presented in class.

THART 11B Introduction to Acting 3 units

45 lecture hours, 27 lab hours
Prerequisite: THART 11A
Transferable to CSU/UC

Pantomime, stage movement, imagination, improvisation, verse study, and characterization; emphasis on more complex scenes and plays, including classic theatre.

THART 12A Advanced Studies in Acting 3 units

45 lecture hours, 27 lab hours
Prerequisite: THART 11A or THART 26 or THART 29
Transferable to CSU/UC

Development of the skills of vocal projection, auditioning, stage movement, and character motivation. Participation in one-act or full-length play at end of semester. (L)

THART 12B Advanced Studies in Acting 3 units

45 lecture hours, 27 lab hours
Prerequisite: THART 12A
Transferable to CSU/UC

Development of the skills of vocal production, auditioning, stage movement, and character motivation. Participation in one-act or full-length play at end of semester.

THART 26 Musical Theatre Workshop 3 units

162 lab hours
Transferable to CSU

Fundamentals of musical theatre performance; singing, acting, dancing, orchestra, and technical stagework. Students may specialize in area of interest. Works to be selected from various periods and styles. Participation in Yuba College production is required.

THART 29 College Theatre v2-3 units

102 lab hours (2 units)
162 lab hours (3 units)
Transferable to CSU/UC

Fundamentals of theatrical performance in all areas of theater (acting, directing, design, technical) culminating in a theatre production; plays to be selected from various periods and styles. (L)

THART 32 Film Studies: Focus on ... 3 units

54 lecture hours
Transferable to CSU/UC

Study of a particular director/artist, genre, or national cinema. Students view and discuss full-length feature films; topic to be specified in class schedule. (L)

THART 33 History of Film 3 units

54 lecture hours
Transferable to CSU/UC

Chronological survey of the motion picture; traces the development of the art, technology, and social importance of film during the last 110 years; screenings of significant and representative documentary, and experimental films from the silent to the modern era. Not open to students with credit in HUMAN 33 or ENGL 33. (L)

Programs and Courses

THART 34 Introduction to Film 3 units
54 lecture hours
Transferable to CSU/UC
Study of film as art and its influence on society, including interpretation, criticism, and technical developments; view and discuss full-length feature films. Not open to students with credit in ENGL 34 or HUMAN 34. (L)

THART 45A Production and Technical Theatre 3 units
54 lecture hours
Corequisite: THART 26 or THART 29
Transferable to CSU/UC
Practices, terminology, and organization of contemporary theatre technology; exercises in construction and implementation of all technical aspects of production (sets, lighting, sound, costumes, properties, stage management, and make up). Integrated with College Theatre productions. (L)

THART 45B Production and Technical Theatre 3 units
54 lecture hours
Prerequisite: THART 45A
Corequisite: THART 26 or THART 29
Transferable to CSU/UC
Practices, terminology, and organization of contemporary theatre technology; exercises in construction and implementation of all technical aspects of production (sets, lighting, sound, costumes, properties, stage management, make up). Integrated with College Theatre productions.

FOUNDATIONS OF ACTING: *Family of Classes*

(No more than four classes can be attempted from courses list below. See page 68 for details.)

THART 11A—Introduction to Acting
THART 11B—Introduction to Acting
THART 12A—Advanced Studies in Acting
THART 12B—Advanced Studies in Acting

MUSICAL THEATRE: *Family of Classes*

(No more than four classes can be attempted from courses list below. See page 68 for details.)

THART 26—Musical Theatre Workshop
THART 11B—Introduction to Acting
THART 12A—Advanced Studies in Acting
THART 12B—Advanced Studies in Acting

THEATRE: *Family of Classes*

(No more than four classes can be attempted from courses list below. See page 68 for details.)

THART 29—Introduction to Acting

THEATRE PRODUCTION: *Family of Classes*

(No more than four classes can be attempted from courses list below. See page 68 for details.)

THART 45A—Production and Technical Theatre
THART 45B—Production and Technical Theatre

Veterinary Technology

Accredited by the American Veterinary Medical Association, Yuba College offers an Associate Degree Program in Veterinary Technology. The Program is a full-time course of study that can be completed in two years or extended by completing the General Education, Science and other graduation requirements prior to admission into the veterinary technology sequence. The latter format is highly recommended. Graduates of the Veterinary Technology Program are eligible to take the California State and National licensing examinations to become a Registered Veterinary Technician. Additionally, the Veterinary Technology Program offers an on-line Certificate of Achievement program in Veterinary Assisting; plus four on-line Certificate of Training programs in Public Health and Food Safety, Shelter Medicine, Laboratory Animal Medicine, and Large Animal Care and Management.

Admission Requirements:

Selection of candidates for entry into the Veterinary Technology Program occurs each spring. A completed Veterinary Technology Program application and college transcripts must be received by the Veterinary Technology Program administrator prior to March 1st in order to be eligible for entrance in the subsequent fall semester. The Program starts a new class each fall semester. The Veterinary Technology Program application may be printed from the Program's website: http://www.yccd.edu/yuba/vettech/vt_application.pdf. General application to or enrollment at Yuba College does not imply acceptance into the Veterinary Technology Program. Qualified applicants will be notified of their preliminary acceptance into the Program by May 15th. Attendance and participation in the Veterinary Technology Program Orientation is a mandatory requirement before final acceptance of a candidate. This Orientation, held on a Saturday in June, is a one day exploration into the teaching formats, academic and physical demands, and dexterity requirements that the Veterinary Technology Program student can expect to encounter.

A Merit-Based Admission Score Reporting Tool and step-by-step PowerPoint® have been developed to assist potential applicants in determining their Veterinary Technology Program eligibility. This information can be found at: <http://www.yccd.edu/yuba/vettech>. Additionally, Yuba College now requires completion of the PSB Health Occupations Aptitude Examination® prior to applying (as of the fall semester 2014). This exam measures basic essential skills in the academic area of reading, mathematics, science, and English language use. Pre-admission testing is required for all prospective students. Information on the examination can be found at: <http://www.psbtests.com/web/guest/available-tests#health>.

Programs and Courses

Costs: In addition to the expenses of regularly enrolled students (e.g., living costs, activity fees, books, tuition), Veterinary Technology Program students have the additional expenses of uniforms, drug screening, E*Value™ student informatics system, and radiation monitoring equipment. Veterinary Technology Program students are eligible for grants and loans available to any Yuba College student meeting expected criteria.

Drug Policy: All students enrolled in allied health programs are subject to the Department drug policy which is a part of the Student Code of Conduct. Violation of this policy may result in denial of admission or dismissal from the Program. The policy is outlined in the Student Handbook as well as in the Veterinary Technology Program Policy Handbook found on the Program's website (www.yccd.edu/yuba/vettech).

Computer Policy: Students are required to complete many assignments and testing using computers. Students will need an e-mail address that they check daily in order to receive important course information. Additionally, our program utilizes computerized records and billing procedures; therefore, it is strongly recommended that students entering the Veterinary Technology Program be computer literate and have access to a reliable internet connection.

Other Requirements: Students in the Veterinary Technology Program are required to complete various off site hospital training internships specific to each individual facility utilized by the Yuba College Veterinary Technology Program. These training hours are mandatory and in excess to required individual course hours. Travel will be required of all students.

Prerequisite Course Requirements: Due to the demanding nature of the Program, it is recommended that the prospective student complete as many courses as possible of the general science and general education courses required for the Associate in Science degree PRIOR to admission to the Veterinary Technology Program. Eight hours of verifiable veterinary practice observation in a clinical setting must be completed prior to submission of application.

Prerequisite courses VETT 91 (Veterinary Assisting), BIOL 15 (Bioscience) and CHEM 10 (Concepts of Chemistry) or their college level equivalents MUST be completed with a grade of "C" or better PRIOR to submission of an application for enrollment into the Veterinary Technology Program. Additionally, it is strongly recommended that the MCOMM/ EDUC 40, "Introduction to Online Learning" course be completed prior to Program admission to insure optimal learning in our Veterinary Technology on-line courses.

Should the number of qualified applicants exceed the number of available spaces in a given class, a wait list process will be utilized to establish entrance priority. For more specific information contact the Veterinary Technology Program administrator at (530) 741-6962 or vettech@yccd.edu

Program Progression: The Veterinary Technology Program is a full-time course of study with each class building on preceding veterinary technology courses. Therefore, all required courses must be taken in the order listed below. All classes will be taught at the Yuba College campus although some may be offered on-line via the Internet. Veterinary facilities in several counties are utilized for the clinical internship portion of the Program, requiring some degree of travel of all students while pursuing their veterinary technology education.

VETERINARY TECHNOLOGY (Associate in Science)

Additional Graduation requirements are needed for the degree -- See graduation information.

Required Courses	Units
First Semester (fall)	
VETT 1 Introduction to Veterinary Technology	3 units
VETT 4 Veterinary Clinical Laboratory Techniques ...	3 units
VETT 7 Veterinary Business Management	3 units
VETT 16 Veterinary Technology Professional Seminar	1 unit
VETT 55 Veterinary Medical Terminology	3 units
Second Semester (spring)	
VETT 2 Veterinary Physiology and Anatomy	3 units
VETT 2L Veterinary Anatomy Laboratory	2 units
VETT 3 Veterinary Pharmacology	3 units
VETT 5 Veterinary Technology Internship	2 units
VETT 56 Shelter Medicine	3 units
Third Semester (summer)	
VETT 5 Veterinary Technology Internship	2 units
VETT 11 Veterinary Emergency and Critical Care	3 units
VETT 12 Introduction to Veterinary Medical Math	2 units
Fourth Semester (fall)	
VETT 5 Veterinary Technology Internship	2 units
VETT 6 Veterinary Workplace Safety	3 units
VETT 8 Large Animal Medicine and Nursing	3 units
VETT 53A Veterinary Surgical Nursing and Anesthesia	4 units
VETT 53B Veterinary Diagnostic Imaging	2 units
Fifth Semester (spring)	
VETT 5 Veterinary Technology Internship	2 units
VETT 9 Laboratory Animal Medicine	2 units
VETT 53C Advanced Veterinary Nursing Techniques	4 units
VETT 53D Veterinary Dentistry	2 units
VETT 54 Public Health & Infectious Disease	3 units
VETT 59R Veterinary Technology Board Review	2 units
Minimum units for degree major	60

NOTE: To progress through the Associate Degree in Veterinary Technology, all courses must be passed with a grade of "C" or better. The Health/Physical Education and Multi-Cultural graduation requirements are satisfied by completion of the Veterinary Technology Program.

Programs and Courses

Specialization within veterinary technology is common today thereby improving post-graduate employment opportunities for Yuba College graduates. Students may want to concentrate their studies in one or more areas of specialization-these will not be noted on the transcript and are only provided to enhance academic preparation and employment opportunities. However the Veterinary Technology Program issues a specialization completion award. The following Veterinary Technology Program specializations are currently available to our students:

- **Business Management Option:** Completion of VETT 7 Veterinary Business Applications, VETT 52 Human Animal Bond, VETT 57 Animals and Society, completion and submission of an original business management research project, and at least 4 units of VETT 5 as a clinic business internship.
- **Dental Option:** Completion of VETT 52 Human Animal Bond, VETT 53D Principles of Veterinary Dentistry, VETT 57 Animals and Society, completion and submission of an original veterinary dentistry research project, and at least 4 units of VETT 5 as a dental specialty internship.
- **Exotic Animal/Wildlife Option:** Completion of VETT 10 Exotic and Wildlife Medicine, VETT 52 Human Animal Bond, VETT 57 Animals and Society, completion and submission of an original exotic/wildlife research project, and at least 4 units of VETT 5 as a wildlife and/or exotic animal internship.
- **Laboratory Animal Option:** Completion of VETT 9 Laboratory Animal Medicine, VETT 15 Advanced Laboratory Animal Medicine, VETT 57 Animals and Society, American Association for Laboratory Animal Science ALAT certification, completion and submission of an original laboratory animal medicine research project, and at least 4 units of VETT 5 as a laboratory animal internship.
- **Laboratory Diagnostics Option:** Completion of VETT 4 Clinical Laboratory Techniques, VETT 52 Human Animal Bond, VETT 57 Animals and Society, completion and submission of an original laboratory diagnostics research project, and at least 4 units of VETT 5 as a laboratory diagnostics internship.
- **Large Animal Option:** Completion of VETT 8 Large Animal Medicine and Nursing, VETT 14 Equine Management and Reproduction, VETT 52 Human Animal Bond, VETT 57 Animals and Society, completion and submission of an original large animal research project, and at least 4 units of VETT 5 as a large animal internship.
- **Public Health Option:** Completion of VETT 52 Human Animal Bond, VETT 54 Public Health and Infectious Disease, VETT 57 Animals and Society, completion and submission of an original public health/food safety research project, and at least 4 units of VETT 5 as a public health or food hygiene internship.
- **Shelter Medicine Option:** Completion of VETT 52 Human Animal Bond, VETT 56 Shelter Medicine, VETT 57 Animals and Society, CET certification, completion and submission of an original shelter medicine research project, and at least 4 units of VETT 5 as a shelter medicine internship.
- **Small Animal Emergency and Critical Care Option:** Completion of VETT 11 Veterinary Emergency and Critical Care, VETT 52 Human Animal Bond, VETT 57 Animals and Society, completion and submission of an original emergency and critical care research project, and at least 4 units of VETT 5 as an emergency or critical care internship.

Veterinary Assistant

The Veterinary Assistant course of study is a fully on-line Certificate of Achievement that provides the course work, direction and work experience necessary to prepare students or augment existing skills to develop knowledge and self confidence working with animals as a veterinary assistant, receptionist, pet shop, kennel, animal control or animal shelter worker. Students learn effective communication techniques, veterinary terminology, procedures for medical records and admitting/discharging patients, animal behavior basics, inventory management and ordering techniques, how to deal with difficult clients, book keeping skills, animal restraint, animal grooming, veterinary record keeping, administration of medication and medical assisting.

Valuable members of the veterinary medical team, the veterinary assistant works under the supervision of the Registered Veterinary Technician and veterinarian to facilitate the delivery of quality medical care to their animal patients. Students will learn via the Internet, on-line discussion groups, videotaped presentations and textbooks. This convenient distance learning program is ideal for the working professional and allows for more flexibility than a traditional college curriculum and is designed to allow students to complete the Certificate of Achievement in just one year. In addition to providing the necessary information to upgrade current job skills for those already employed in veterinary facilities, this course of study also provides an excellent preparation for the individual interested in applying to the Yuba College Veterinary Technology Program.

VETERINARY RECEPTIONIST/ASSISTANT (Certificate of Achievement)

Required Core Courses	Units
VETT 5 Veterinary Technology Internship	2 units
VETT 6 Veterinary Workplace Safety	3 units
VETT 7 Veterinary Business Applications	3 units
VETT 55 Veterinary Medical Terminology	3 units
VETT 91 Veterinary Assisting	3 units
Plus three units from the following:	
AG 11 Agricultural Accounting	3 units
AG 44 Horse Production.....	3 units
AG 45 Principles of Animal Science	3 units
AG 45L Principles of Animal Science	3 units
BIOL 10 General Biology OR	3 units
BIOL 10L General Biology	4 units
GNBUS 52 Business English	3 units
VETT 8 Large Animal Medicine and Nursing.....	3 units
VETT 9 Laboratory Animal Medicine	2 units
VETT 10 Exotic and Wildlife Medicine.....	3 units
VETT 12 Introduction to Veterinary Medical Math	1 units
VETT 14 Veterinary Management of Equine Reproduction	3 units
VETT 52 Human Animal Bond.....	3 units
VETT 54 Public Health & Infectious Disease	3 units
VETT 56 Shelter Medicine.....	3 units
VETT 57 Veterinary Technology Board Review.....	2 units
Total units required	17

Veterinary Public Health and Food Safety

The Veterinary Public Health and Food Safety course of study is a fully on-line Certificate of Training that provides the course work, direction and work experience necessary to prepare students for employment in the exciting field of public health and veterinary food safety. Students learn the concepts of public health and infectious disease control, procedures for monitoring Hazard Analysis and Critical Control Point (HACCP) evaluation, food sanitation, and zoonotic disease control principles in keeping with the 'One Health' initiative. Specially trained veterinary technicians are able to successfully work within the existing structure of the state and federal governments to facilitate early disease recognition, expedite a response to an outbreak and work with local animal owners to decrease both human and animal morbidity and mortality.

An educational pathway in veterinary public health for credentialed veterinary technicians provides a new source of individuals trained to work collaboratively between human and animal health in a preventative rather than reactive function. Public health education features the kind of integrative learning which draws on diverse perspectives and combines student-directed problem solving and experiential community based work.

Students will learn via the Internet, on-line discussion groups, videotaped presentations and textbooks. This convenient distance learning program is ideal for the working professional and allows for more flexibility than a traditional college curriculum. It is designed to allow students to complete the Certification or Training in just one year.

VETERINARY PUBLIC HEALTH AND FOOD SAFETY

(Certificate of Training)

Required Core Courses	Units
VETT 5 Veterinary Internship	2 units
VETT 6 Veterinary Workplace Safety	3 units
VETT 12 Introduction to Veterinary Medical Math	2 units
VETT 18 Food Safety and Security	3 units
VETT 54 Public Health and Infectious Disease	3 units
VETT 55 Veterinary Medical Terminology	3 units
VETT 57 Animals and Society	2 units
Total units required	18

Laboratory Animal Medicine

The Certificate of Training in Laboratory Animal Medicine at Yuba College is designed to provide continuing education and applied training for veterinary technicians and assistants working in the field of laboratory animal medicine. This certificate program provides trainees with a broad exposure to all facets of laboratory animal medicine for a multitude of careers in biomedical research and laboratory animal care. Learners will spend time with professional staff in research animal facilities, observe practices related to laboratory animal care, and learn skills and techniques that will build on the student's current knowledge of veterinary technology.

This fully online certificate consists of six courses which when completed will prepare the student to apply for the American Association for Laboratory Animal Science (AALAS) Assistant Laboratory Animal Technician (ALAT) Certification Exam. Further information on this certification can be found online at: http://www.aalas.org/pdf/Tech_Cert_handbook.pdf.

Local private and university laboratory animal facilities will be utilized for certificate student training. Students will learn via the Internet, on-line discussion groups, videotaped presentations and textbooks. This convenient distance learning program is ideal for the working professional and allows for more flexibility than a traditional college curriculum and is designed to allow students to complete the Certification of Training in just one year.

LABORATORY ANIMAL MEDICINE (Certificate of Training)

Required Core Courses	Units
VETT 5 Veterinary Internship	4 units
VETT 6 Veterinary Workplace Safety	3 units
VETT 9 Laboratory Animal Science.....	2 units
VETT 15 Advanced Laboratory Animal Science	3 units
VETT 52 Human Animal Bond.....	3 units
VETT 54 Public Health and Infectious Disease	3 units
Total units required	18



Programs and Courses

Large Animal Care and Management

The need for well trained veterinary professionals in the area of large animal veterinary medicine is identified as critical at the local, state and national level. To encourage the development of students and future veterinary technicians capable of providing professional service to the area of food animal and equine veterinary medicine, a Certificate of Training in Large Animal Care and Management is being offered by Yuba College.

Large animal veterinary technicians and technologists assist and work under the direct supervision of veterinarians and program managers. Clinical opportunities offered through Yuba College's Veterinary Technology Program will provide a well-rounded education in veterinary practice, from routine duties to advanced surgical procedures. The certificate will provide students an edge in employment readiness due to their dedication, work ethic and commitment to the certification process.

This fully online certificate consists of six courses which when completed will prepare the student for entry level employment in the exciting field of large animal medicine, animal management and preventive care. Students will learn via the Internet, on-line discussion groups, videotaped presentations and textbooks. This convenient distance learning program is ideal for the working professional and allows for more flexibility than a traditional college curriculum and is designed to allow students to complete the Certification of Training in just one year.

LARGE ANIMAL CARE AND MANAGEMENT (Certificate of Training)

Required Core Courses	Units
VETT 5 Veterinary Internship	3 units
VETT 6 Veterinary Workplace Safety	3 units
VETT 8 Large Animal Medicine & Nursing	3 units
VETT 14 Vet. Management of Equine Reproduction .	3 units
VETT 52 Human Animal Bond.....	3 units
VETT 54 Public Health and Infectious Disease	3 units
Total units required	18



Shelter Medicine

Currently, there is a national shortage of veterinary technicians trained in the medical, managerial, professional and legal issues associated with animal shelter organizations. Highly trained veterinary technicians who can proactively facilitate and lead shelter care programs providing and facilitating the health of sheltered animals are in demand. The Yuba College Shelter Medicine Certificate of Training will enhance the capability of current shelter technicians as well as improve recruitment and employment opportunities of new graduates for shelter positions.

Training veterinary technicians and animal care givers in shelter medicine at Yuba College will help educate learners in the concepts and struggles of homeless and unwanted animals, sheltering and housing system design, preventive shelter medicine, and evidence-based state-of-the-art methodology in veterinary health care. The Yuba College Veterinary Technology Program offers a series of specialty training courses which are designed to help veterinary technicians, animal control officers and shelter staff meet the management challenges implicit in today's shelter environments.

Local private and county animal shelters will be utilized for certificate student training. This convenient distance learning program is ideal for the working professional and allows for more flexibility than a traditional college curriculum and is designed to allow students to complete the Certification of Training in just one year.

SHELTER MEDICINE (Certificate of Training)

Required Core Courses	Units
VETT 5 Veterinary Internship	3 units
VETT 6 Veterinary Workplace Safety	3 units
VETT 52 Human Animal Bond.....	3 units
VETT 54 Public Health and Infectious Disease	3 units
VETT 55 Veterinary Medical Terminology	3 units
VETT 57 Animals and Society	2 units
Total units required	18

VETT 1 Introduction to Veterinary Technology 3 units

54 lecture hours
Prerequisite: Admission to the Veterinary Technology Program.
Transferable to CSU

This course introduces the first year Veterinary Technology student to the diverse field of veterinary technology. Emphasis on careers and career paths, legal applications, ethical responsibilities, professional attitudes, medical terminology, and occupational safety issues. (L)

VETT 2 Veterinary Physiology and Anatomy 3 units

54 lecture hours
Prerequisite: VETT 1 or equivalent.
Transferable to CSU

Gross anatomy and physiology of domestic animals. Includes the study of body systems such as skeletal, muscular, integumentary, special sense organs, circulatory and digestive. Also includes principles of certain pathological problems and surgical conditions. (L,M)

Programs and Courses

<p>VETT 2L Veterinary Anatomy Laboratory 2 units</p> <p><i>108 lab hours</i> <i>Prerequisite:</i> Concurrent enrollment in VETT 2. <i>Transferable to CSU</i> Gross anatomy laboratory of domestic animals. Includes the study of body systems such as skeletal, muscular, integumentary, special sense organs, circulatory and digestive. The structure and function of the animal body with emphasis on the similarities and differences among domestic animals. (L)</p>	<p>VETT 7 Veterinary Business Management 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i> Introduction for the first year Veterinary Technology student to veterinary practice management. Standard office procedures with an emphasis in client relations, education, practice management and computer skills. Ethics in veterinary medicine as well as state and federal regulations governing veterinary practices. (L,M)</p>
<p>VETT 3 Pharmacology for Veterinary Technicians 3 units</p> <p><i>54 lecture hours</i> <i>Prerequisite:</i> BIO 15 <i>Transferable to CSU</i> Concepts of veterinary pharmacology. Appropriate pharmacological agents are discussed including classification, dosage, method of action, method of administration, dispensing procedures, legal requirements and pharmacy management. (L,M)</p>	<p>VETT 8 Large Animal Care and Nursing 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i> Emphasis on the physical exam, restraint, sample collection, bandaging, emergency treatment, surgical and obstetrical procedures and instruments, herd health, and lameness topics for farm animals.</p>
<p>VETT 4 Clinical Laboratory Techniques 3 units</p> <p><i>36 lecture hours, 54 lab hours</i> <i>Prerequisite:</i> Admission to Vet Tech Program. <i>Transferable to CSU</i> Studies of the techniques and procedures employed in evaluating clinical diagnostic samples. Emphasis will be on procedures common to veterinary medicine including hematology, serum chemistry, urinalysis, cytology, immunology and microbiology. Topics include: the safe and proper collection of diverse samples, microbial culturing, methods of sample analysis, and the significance of normal and abnormal results. (L,M)</p>	<p>VETT 9 Laboratory Animal Medicine 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i> Introduction to laboratory animal medicine. Appropriate methods of animal handling, restraint, management practices, husbandry, nursing, care and observation of laboratory species will be emphasized. This course will provide information and handling skills which will help the student prepare for AALAS certification.</p>
<p>VETT 5 Veterinary Technology Internship v1-4 units</p> <p><i>54 lab hours (1 unit)</i> <i>108 lab hours (2 units)</i> <i>162 lab hours (3 units)</i> <i>216 lab hours (4 units)</i> <i>Prerequisite:</i> VETT 91 or equivalent. <i>Transferable to CSU</i> Formal, structured off-campus clinical experience in a veterinary hospital, animal research facility, zoo, laboratory or other animal facility. The student works independently with a supervisor, while mastering the appropriate "essential" and "recommended" skills required by the American Veterinary Medical Association. Rotation through various facilities is required. Grades are CR/NC (L,M)</p>	<p>VETT 10 Exotic and Wildlife Medicine 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i> An overview of fundamentals of avian, exotic and wildlife husbandry, physiology, management, and medicine; includes appropriate methods of animal handling, restraint, husbandry, care and observation of exotic and wild species.</p>
<p>VETT 6 Veterinary Workplace Safety 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i> Introduces veterinary hospital staff to occupational health and safety unique to veterinary medicine. Topics include: risk assessment, protective safety measures, current OSHA standards, safe use of hazardous materials, and preventive medicine for personnel engaged in the care and use of animals.</p>	<p>VETT 11 Veterinary Emergency and Critical Care 3 units</p> <p><i>54 lecture hours</i> <i>Transferable to CSU</i> Emphasizes the theoretical and practical aspects of assisting the veterinarian in the management of medical and traumatic emergencies. Recognition and assessment of cardiovascular shock, respiratory crisis, gastrointestinal emergency and musculoskeletal trauma. (L,M)</p>
	<p>VETT 12 Introduction to Veterinary Medical Math 2 units</p> <p><i>36 lecture hours</i> <i>Transferable to CSU</i> Essential mathematical concepts and calculations, conversions, and proper articulation of fractions/decimals in healthcare applications, measurements, drug orders, and dose calculations. (L,M)</p>

Programs and Courses

VETT 14	Veterinary Management of Equine Reproduction	3 units	VETT 53B	Veterinary Diagnostic Imaging	2 units
<p><i>54 lecture hours</i> <i>Transferable to CSU</i> Veterinary medical management of equine reproduction. Includes anatomy and physiology of the mare and stallion, control of the estrous cycle, gestation and foaling, feeding the broodmare and young horse, and estrous cycle manipulation of the mare.</p>			<p><i>18 lecture hours, 54 lab hours</i> <i>Prerequisite:</i> VETT 1 or equivalent. Principles and techniques of radiographic imaging. Includes the production of X-rays, radiographic equipment, safety measurement, and radiographic quality. Also includes diagnostic radiographs, positioning of patients, darkroom techniques and X-ray processing. (L,M)</p>		
VETT 15	Advanced Laboratory Animal Medicine	3 units	VETT 53C	Advanced Veterinary Nursing Techniques	4 units
<p><i>54 lecture hours</i> <i>Transferable to CSU</i> The advanced course includes clinical medicine, surgical nursing, regulatory compliance, biosecurity, IACUC, occupational health and safety, facilities and personnel management, management of fiscal resources and research topics associated with laboratory animals. Students will become familiar with local, state and federal regulations governing research animal care and use. This course will provide information and materials to help the student prepare for AALAS certification, LATg and CMAR exams.</p>			<p><i>36 lecture hours, 54 lab hours</i> <i>Prerequisite:</i> VETT 1 or equivalent. Principles and techniques involving veterinary nursing. Emphasis on venipuncture, catheterization, fluid therapy preparation, nursing care and behavior of large and small animals, preventive medicine, nutrition, and medical procedures. Also includes mentoring techniques, teamwork, communications, and health problem assessment involving kennel management. (L,M)</p>		
VETT 16	Professional Development Seminar	1 unit	VETT 53D	Principles of Veterinary Dentistry	2 units
<p><i>18 lecture hours</i> <i>Transferable to CSU</i> Introduction to the various skills necessary for biomedical research and veterinary practice. This seminar course combines independent study, selected clinical experiences and seminar discussions to enhance critical thinking in the veterinary technology field. (L)</p>			<p><i>18 lecture hours, 54 lab hours</i> <i>Prerequisite:</i> VETT 1 or equivalent. Principles and techniques involving veterinary dentistry. Includes preparation and identification of dental instruments and equipment, routine dental procedures, dental charting, the oral examination, oral radiography, orthodontics, pathophysiology and dental emergencies. (L,M)</p>		
VETT 18	Food Safety and Security	3 units	VETT 54	Public Health and Infections Disease	3 units
<p><i>54 lecture hours</i> <i>Transferable to CSU</i> An introduction to the essentials of veterinary food safety issues, food microbiology, procedures for cleaning and disinfection, optimal design principles for equipment and facilities, worker hygiene practices, food defense and security to maintain a food-safe environment. The fundamentals of assessing and managing the risk associated with intentional contamination in food manufacturing facilities is also included. (L)</p>			<p><i>54 lecture hours</i> This course introduces the core concepts of public health emphasizing zoonotic and infectious diseases important to both human and animal health. Collaborative efforts between human and veterinary medical professions through the 'One Health Initiative' will be discussed, including issues and developments in food safety, global health and the principles of epidemiology in risk assessment and effective public health interventions. (L)</p>		
VETT 52	Human Animal Bond	3 units	VETT 55	Veterinary Medical Terminology	3 units
<p><i>54 lecture hours</i> Special focus on human-companion animal interactions. Students will relate to animal-assisted therapy/activity, service animal and humane education programs. Students explore sociological, historical, economic, philosophical, and public policy issues regarding animals in world societies. (L)</p>			<p><i>54 lecture hours</i> A guided self-study of veterinary medical terminology. Students will employ a systematic, word building approach to master the terminology of the veterinary medical field. (L)</p>		
VETT 53A	Veterinary Surgical Nursing and Anesthesiology	4 units	VETT 56	Shelter Medicine	3 units
<p><i>36 lecture hours, 108 lab hours</i> <i>Prerequisite:</i> VETT 1 or equivalent. Principles and techniques involving surgery and anesthesia. Includes preparation and identification of surgical instruments and equipment, routine surgical procedures, anesthesia induction and monitoring, post surgical care, clean up and surgical record keeping. (L,M)</p>			<p><i>54 lecture hours</i> Overview of animal shelter medicine and issues. Includes: behavioral assessment, infectious disease prevention and control, population perspective on disease management, emergency care and triage and pet and shelter population dynamics will be discussed. (L)</p>		

VETT 57 Animals and Society 3 units
54 lecture hours

An interdisciplinary approach to examining the diverse roles of animals in society, the evolution of human attitudes toward animals, and the animal responses to humans. Emphasis will be placed on the role of animals in human society (anthrozoology), animal social construction, and the moral relationship of animals in human society. Directed independent work will provide the student with individual experiences in animal societal issues. Students will design and complete an independent study project. (L)

VETT 59 Veterinary Technology 2 units
Board Review

36 lecture hours
 Review of pertinent subject matter in preparation for the California State Veterinary Technician and National Board Examinations. Also includes test taking skills, test anxiety reduction techniques and practice board exams. (L)

VETT 91 Veterinary Assisting 3 units
54 lecture hours

Concepts of veterinary medicine needed to function effectively as a veterinary assistant, veterinary receptionist, kennel staff or animal shelter worker. This course does not lead to the AS Degree in Veterinary Technology but can be used as a step towards entry into that program. (L)

VOCATIONAL NURSING (see Nursing)

Welding Technologies

**WELDING TECHNOLOGIES
 (Associate in Science)**

REQUIRED COURSES	Units
DRAFT 20 Specifications, Drawing/Print Reading	3
MFGT 20 Principles of Machine Shop	3
WELD 10 Introduction to Arc Welding	4
WELD 12 Intermediate Arc Welding	4
WELD 20 Introduction to MIG Welding	4
WELD 22 Intermediate MIG Welding	4
WELD 40 Introduction to TIG Welding	3
WELD 50 Flux Core Welding	3
WELD 85 Structural Design and Fabrication	4
Plus 3 units from the following courses:	
AUTO 22 Hydraulics	3
CWEE 45 Occupational Work Experience	3
MFGT 21 Intermediate Machine Shop	3
Total units required for degree major	34

**ADVANCED WELDING TECHNOLOGIES
 (Certificate of Achievement)**

Required Courses	Units
MFGT 20 Principles of Machine Shop	3
WELD 10 Introduction to Arc Welding	4
WELD 12 Intermediate Arc Welding	4
WELD 20 Introduction to MIG Welding	4
WELD 22 Intermediate MIG Welding	4
WELD 40 Introduction to TIG Welding	3
WELD 50 Flux Core Welding	3
Total units required	25

**WELDING TECHNOLOGIES
 (Certificate of Achievement)**

Required Courses	Units
WELD 30 Gas Welding	2
WELD 31 Arc Welding	2
WELD 83 GMAW/GTAW Production Welding	4
WELD 85 Structural Design and Fabrication	4
Total units required	12

WELD 10 Introduction to 4 units
Arc Welding (SMAW)

54 lecture hours, 54 lab hours
Transferable to CSU
 This course to advance beginning arc welding skills with an emphasis on SMAW. Power sources, electrode identification, weldability of metals, joint design, air arc, oxyacetylene cutting, and introduction to GTAW and GMAW are covered. Activities include learning to weld stringer and weave bead, butt and fillet welds in the flat, horizontal vertical and overhead positions. (L)

WELD 12 Intermediate Arc Welding 4 units

54 lecture hours, 54 lab hours
Transferable to CSU
 Advance arc welding skills with an emphasis on vertical and overhead welding. Course activities prepare the student for weld certification and advanced arc welding classes. Weld symbols, joint preparation, weld codes, AWS standards and weld alloys are covered in this class. (L)

WELD 14 Advanced Arc Welding 1 unit

54 lab hours
Prerequisite: WELD 10 or 12 with a grade of "C" or better or permission from instructor.
Transferable to CSU
 An advanced course designed to prepare students to pass structural steel certification in vertical and overhead positions. The SMAW (stick) process will be used. The goal of this class is to pass the AWS D1.1 Welding Certificate Test. Strict adherence to the testing procedures will be followed. Completion of the class does not guarantee AWS certification unless welding procedure qualification tests are passed. NOTE: Students must provide safety glasses and welding gloves, and those materials that are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting. Grades are P/NP. (L)

Programs and Courses

WELD 20	Introduction to MIG Welding (GMAW)	4 units	WELD 44	Advanced GTAW (TIG) Welding	1 unit
<p><i>54 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i> Emphasizes developing skills on light gauge steel, aluminum, and stainless steel. Related instruction will include ferrous and nonferrous metal identification and their welding characteristics, MIG welding applications and variable, inert shielding gases and mixtures, trouble shooting MIG equipment and welds and spot welding. (L)</p>			<p><i>54 lab hours</i> <i>Prerequisite:</i> WELD 40 or 42 <i>Transferable to CSU</i> Advanced laboratory course with a further emphasis on out-of-position GTAW (TIG) welding. This course is designed for those who wish to improve skills to prepare them for entry into the workforce as a GTAW (TIG) welder. Students must provide safety glasses and welding gloves, and those materials that are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting. Grades are P/NP. (L)</p>		
WELD 22	Intermediate Gas Metal Arc Welding	4 units	WELD 50	Structural Steel and Flux Cored Arc Welding	3 units
<p><i>54 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i> An intermediate course with an emphasis on vertical and overhead welding. Designed for the student interested in improving his/her beginning skills in order to prepare for entry into the work force as a GMAW (MIG) welder. (L)</p>			<p><i>36 lecture hours, 54 lab hours</i> Emphasizes developing skills on structural steel and FCAW practices. Related instruction will include ferrous metal identification and welding characteristics, FCAW welding applications and variable, dual shield inert shielding gases and mixtures, troubleshoot FCAW equipment and welds completed in all positions. Student must provide those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting. (L)</p>		
WELD 24	Advanced GMAW (MIG) Welding	1 unit	WELD 52	Intermediate Structural Steel and Flux Cored Arc Welding	3 units
<p><i>54 lab hours</i> <i>Prerequisite:</i> WELD 20 or 22 <i>Transferable to CSU</i> This is an advanced laboratory course with a further emphasis on out-of-position GMAW (MIG) welding. This course is designed for those who wish to improve skills to prepare them for entry into the workforce as a GMAW (MIG) welder. Students must provide safety glasses and welding gloves, and those materials that are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting. Grades are P/NP. (L)</p>			<p><i>36 lecture hours, 54 lab hours</i> This course emphasizes improving basic skills on structural steel and FCAW practices. Related instruction will include ferrous metal identification and welding characteristics, FCAW welding applications and variable, dual shield inert shielding gases and mixtures, troubleshoot FCAW equipment and welds completed in all positions. Focus will be placed on T-8 vertical and overhead and certification according to the AWS D1.1 code. Student must provide those materials that are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting. (L)</p>		
WELD 30	Gas Welding	2 units	WELD 54	Advanced FCAW (Flux-Cored) Welding	1 unit
<p><i>18 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i> Gas welding processes: background, safety, applications and methods of operation; welding, burning, brazing and soldering.</p>			<p><i>54 lab hours</i> <i>Prerequisite:</i> WELD 40 or 42 This is an advanced laboratory course with a further emphasis on out-of-position FCAW (flux cored) welding. This course is designed for those who wish to improve their skills to prepare them for entry into the workforce as a FCAW welder. Students must provide safety glasses and welding gloves, and those materials that are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting. Grades are P/NP. (L)</p>		
WELD 31	Arc Welding	2 units	WELD 62	Pipe Welding Fundamentals	3 units
<p><i>18 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i> Basic theory, practice and operation of manual arc welding; including joints, positions, electrode identification, operation of transformer and generator welders.</p>			<p><i>36 lecture hours, 54 lab hours</i> <i>Prerequisite:</i> WELD 12 A fundamental course in pipe welding with emphasis on open groove pipe joints using oxyacetylene, arc and inert gas welding processes in all positions. NOTE: Students must provide safety glasses, welding gloves, and suitable working clothes before they are permitted to weld. Welding is a skill that requires a great deal of hand-eye coordination. Hours of practice are needed to master skills to advance to the next level or become skilled enough for employment. (L)</p>		
WELD 40	Introduction to TIG Welding (GTAW)	3 units			
<p><i>36 lecture hours, 72 lab hours</i> <i>Transferable to CSU</i> GTAW (TIG) welding is an inert gas welding course which covers mild steel, aluminum and stainless steel. This course will stress welding applications on flat and pipe stock in all positions to develop welding skills. Course content will include metal identification and welding symbols. (L)</p>					
WELD 42	Intermediate GTAW (TIG) Welding	3 units			
<p><i>36 lecture hours, 54 lab hours</i> <i>Transferable to CSU</i> An intermediate to advanced course with an emphasis on vertical and overhead welding. This class is designed for the student who is interested in improving his/her beginning skills in order to prepare for entry into the job force as a TIG welder.</p>					

Classified Staff

Yuba College

- Diana Adams, Foster Care Ed/Independent Living Program Specialist, Yuba College since 2004
- Teresa Aronson, Public Events Technician, Yuba College since 2003
- Raminder Bains, Accounting Assistant, Yuba College since 2003
- Rupinder Bajwa, EOPS/CARE Specialist, Yuba College since 2008
- Luzmin Beighly, Clerical Assistant, Yuba College since 2007
- Corey Blascheck-Miller, Athletic Trainer, Yuba College since 2011
- Elizabeth Bowman, Administrative Secretary I, Yuba College since 1999
- Armand Brunhoeber, Assessment and Research Specialist, Yuba College since 1995
- Quy Bui, Instructional Associate, Yuba College since 2003
- Daleen Chapman, Financial Aid Technical Analyst, Yuba College since 1987
- Susie Courpet, Science Lab Technician, Yuba College since 1993
- Melissa Crawford, Child Development Assistant, Yuba College since 2004
- Inderjit Deol, EOPS/CARE Specialist, Yuba College since 2002
- Sonia Diaz, Financial Aid Technician, Yuba College since 2006
- Lucinda Dillard-Alfred, Community Education Specialist, Yuba College since 2000
- Luke Doris, Financial Aid Technician, Yuba College since 2004
- Susan Downing, Campus Operations Specialist II, Yuba College since 1987
- Leah Eneix, Foster Care Ed/Independent Living Program Specialist, Yuba College since 2000
- Barbara Forkey, Outreach and Recruitment Specialist, Yuba College since 2006
- Shawn Frederking, Instructional Associate, Yuba College since 2008
- Joanna Frost, DSPS Program Specialist, Yuba College since 1995
- Corrine Gil, Administrative Secretary III, Yuba College since 1997
- Suki Grewal, Distributive Education Server Specialist, Yuba College since 2001
- Martin Gutierrez, Financial Aid Technician, Yuba College since 2005
- Irma Guzman, Administrative Secretary I, Yuba College since 1998
- Jackie Harryman, Administrative Secretary II, Yuba College since 1991
- Kathryne Hislop, Science Lab Technician, Yuba College since 1995
- Milena Hmeleva, Piano Accompanist, Yuba College since 2006
- Sonya Horn, Interim Director Admissions and Enrollment Services, Yuba College since 2007
- Becki Jeffries, Fiscal Support Technician FC/ILP/CDC, Yuba College since 2002
- Traci Johnson, Library/Media Specialist, Yuba College since 2007
- Susan Jow, Senior Student Services Technician, Yuba College since 1999
- Tony Jow, Instructional Associate, Yuba College since 1989
- Aneeta Kalia, Child Development Assistant, Yuba College since 2003
- Melody Kempton, DSPS Program Specialist-Interpreter, Yuba College since 2004
- Michelle Kurtz, Secretary, Yuba College since 2008
- Leanne Landis, Printing/Mail Assistant Student Services Technician, Yuba College Since 2006
- Timothy Levitt, Instructional Assistant, Yuba College since 2010
- Bonnie Loghry, Instructional Assistant, Yuba College since 1982
- Gregory Lopin, Athletic Trainer, Yuba College since 2006
- Anita Mann, Senior Student Services Technician, Yuba College since 2003
- John Marsh, Financial Aid Technician, Yuba College since 2005
- Rosemary McKeever, Instructional Associate, Yuba College since 2007
- Renee McKenzie, Child Development Instructional Specialist, Yuba College since 2006
- Rita Montejano, Administrative Secretary I, Yuba College since 1988
- Lee Moua, ETS Specialist, Yuba College since 2012
- Silvia Nava, EOPS/CARE Specialist, Yuba College since 2006
- Afghani Obaidi, Child Development Assistant, Yuba College since 2003
- Jeanette O'Bryan, Distributive Education Support Specialist, Yuba College since 1991
- Rita Ordiway, Administrative Secretary I, Yuba College since 2003
- Rosa Packard, Administrative Secretary II, Yuba College since 2008
- Kristina Page, Administrative Secretary II, Yuba College since 2011
- Arnel Parker, Instructional Associate, Yuba College since 1997

Juhree Patterson, Administrative Secretary II, Yuba College since 1975

Tom Pitock, Career/Transfer/Veteran Services Technician, Yuba College since 2010

Agustina Ramirez, Child Development Assistant, Yuba College since 2003

Maria Rivera, ETS Specialist, Yuba College since 2012

Tomas Rodriguez, Athletic Equipment Manager, Yuba College since 2004

Tammy Rogers, Child Development Assistant, Yuba College since 2003

Victoria Romero, Child Development Assistant, Yuba College since 2008

Richard Rountree, Telecommunications Specialist II, Yuba College since 2007

Jeffrey Rutledge, Telecommunications Specialist III, Yuba College since 1991

Cristina Sanchez, Interim Upward Bound Supervisor, Yuba College since 2000

Joy Sanchez-Bell, Instructional Associate Nursing Academic Success, Yuba College since 2009

Karen Schadel, Administrative Secretary II, Yuba College since 1995

Laurie Scheuermann, Director of Child Development/Foster Care Education, Yuba College since 1999

Rhonda Shearer, Child Development Instructional Specialist, Yuba College since 1997

Amanda Smith, Administrative Secretary I, Yuba College since 1999

Delmy Spencer, Educational Talent Search Supervisor Yuba College since 2013

Karen Stanis, Site Supervisor - Child Development, Yuba College since 2006

Carolie Stoner, Clerical Assistant, Yuba College since 2008

Joseph Stottmann, Theatre Arts Technician, Yuba College since 2008

Karina Talamantes, ETS Specialist, Yuba College since 2012

Anabel Toche, Executive Assistant to the President, Yuba College since 1999

Kristina Vannucci, Director, MESA, Yuba College since 2012

Donna Veal-Spenser, Administrative Assistant – LRC, Yuba College since 1998

Virginia Velasquez, Child Development Assistant, Yuba College since 2006

Sutter County Center

Ed Driscoll, Custodial Maintenance & Operations, YCCD since 2011

Tina Kussey, Library Technical Assistant, YCCD since 2012

Teresa Paras, Campus Operations Specialist, YCCD since 1998

Sheila Suleski, Administrative Secretary II, YCCD since 1998

Clear Lake Campus

Victoria Adams, Clerical Assistant, Yuba College since 2011

Kim Boles-Cravea, Tutoring Center Specialist, Yuba College since 2006

Margaret Brown, Instructional Associate, Yuba College since 1994

Barbara Christwitz, Tutoring Center Specialist, Yuba College since 2006

Janelle Eichler, EOPS/CARE Specialist, Yuba College since 1999

Kandice Goodman, Library/Media Specialist, Yuba College since 2012

Cassandra Johnson, Child Dev Instruction Specialist, Yuba College since 2011

Carla Knuth, Administrative Secretary III, Yuba College since 1994

Sandra Magnan, Student Services Technician, Yuba College since 2007

Minerva Santillan, Student Services Technician, Yuba College since 2003

Weston Seifert, Instructional Assistant, Yuba College Since 2011

Carol Swanson, Student Services Technician, Yuba College since 2008

Elaine Watkins, Library Technical Assistant, Yuba College since 1991

Tracy Williams, Instructional Assistant, Yuba College since 2002

Yuba Community College District

Helene Aguinaldo, Educational Services Analyst, YCCD since 2000

Dave Allman, Custodian, YCCD since 2000

Anita Arrenquin, Senior Accounting Technician, YCCD since 1991

Jerry Bahneman, Grounds Maintenance Worker, YCCD since 2006

Divinder Bains, Fiscal Analyst, YCCD since 2002

Brenda Barnes, Custodian, YCCD since 2012

Terry Brownfield, Instructional Network Specialist, YCCD since 1999

Rhonda Campton, Accounting Technician, YCCD since 2008

Eric Cantrell, Custodian, YCCD since 2011

Jose Casimiro, Custodian, YCCD since 2009

Paul Contini, Lead Grounds Maintenance Worker, YCCD since 2011

Paul Corbin, Police Officer, YCCD since 2008

Classified Staff

Kathy Cortner, Executive Assistant – Chancellor/Board of Trustees, YCCD since 1990	Kate Hodge, Personnel/Human Resources Analyst, YCCD since 1989	Michael Plant, Information Systems Administrative Applications Supervisor, YCCD since 1998
Denise Daniel, Personnel/Human Resources Analyst, YCCD since 1989	Linda Hofstra, Accounting Technician, YCCD since 1999	Deborah Reynolds, Senior Accounting Technician, YCCD since 1992
Jim Day, Building Maintenance Technician, YCCD since 2007	Donna Howard, Grounds Maintenance Worker, YCCD since 1991	Cathy Richter, Executive Secretary, Chancellor, YCCD since 2006
Melody Deal, Custodian YCCD since 1998	Kuldeep Kaur, Director Fiscal Services, YCCD since 2009	Jenon Rountree, Cashier, YCCD since 2000
Dianne Detmold, Computer Help Desk/Operations Technician, YCCD since 1999	Christopher Kjelstrup, Custodial Maintenance Worker, YCCD since 2013	Alfred Saragoza, Custodian, YCCD since 2005
Teresa Dorantes-Basile, Accounting Technician, YCCD since 2001	Dévi LaFièvre, Information Systems Specialist I, YCCD since 1996	Eileen Schmidtbauer, Administrative Assistant – Contract Education, YCCD since 1987
Wendy Duck, Accounting Specialist, YCCD since 2004	Mario Leal, Custodian, YCCD since 2010	Kuldip Shergill, Police Officer, YCCD since 2008
Gene Dwinger, Custodian, YCCD since 1996	Danny Manzanares, Lead Custodian YCCD since 1995	Karen Siler, Senior Accounting Technician, YCCD since 1999
Bryan Epp, Grounds Maintenance Worker, YCCD since 1999	Laurie Manzanares, Custodian YCCD since 2003	Michael Sinn, Building Maintenance Technician, YCCD since 1999
James Fleenor, Custodial, Maintenance and Operations Specialist, YCCD since 1998	James Markus, Police Officer, YCCD since 2004	Peter Skillman, Technical Webmaster, YCCD since 2009
Rosa Fowle, Purchasing Technician, YCCD since 2002	Chris Mejia, Senior Computer and Network Specialist, YCCD since 2006	Craig Smith, Programmer/Analyst II, YCCD since 2008
Ken Freeman, Director SBDC/Economic Development, YCCD since 2006	Lori Mejia, Secretary, Vice Chancellor – Administrative Services, YCCD since 1986	Scott Snelgrove, Computer Network Supervisor, YCCD since 1998
Patsy Gasper, Fiscal Analyst YCCD since 1996	Patrick Meleski, Database Administrator, YCCD since 2006	Phillip Steck, Instructional Network Specialist, YCCD since 1997
Maribel Gaytan, Personnel/Human Resources Analyst, YCCD since 2001	Eric Mendoza, Custodial, Maintenance and Operations Specialist, YCCD since 1996	Roy Thornburg, Project Mechanic-Carpentry, YCCD since 1986
Matthew Glaze, Senior Computer and Network Specialist, YCCD since 2011	Claudette Michel, Secretary, Director Human Resources, YCCD since 1990	Leonel Toche, Athletic Facilities Maintenance Worker, YCCD since 2011
Don Goodman, Building Maintenance Technician, YCCD since 1990	Patrick O'Bryan, Lead Custodian, YCCD since 1998	Susan Toepfer, Programmer/Analyst II, YCCD since 1999
William Granger, Maintenance Operations Clerk, YCCD since 1998	John Osbourn, Chief of Police, YCCD since 2011	Efren Villanueva, Grounds Maintenance Worker, YCCD since 2008
Byron Green, Police Officer, YCCD since 2007	George Parker, Director Facilities and Planning, YCCD since 2009	Viray, John, Instructional Network Specialist, YCCD since 2011
Teresa Greenwood, Printing/Mail Technician, YCCD since 1996	Frank Parks, Custodial/Maintenance Worker, YCCD since 2001	Wacaster, Brandon, Custodian, YCCD since 2012
Renee Hamilton, Secretary, Vice Chancellor - Educational Planning and Services, YCCD since 1989	Stanley Patterson, Custodial/Maintenance, YCCD since 2006	Buddy Wagner, Programmer/Analyst II, YCCD since 2011
Lori Hjellum, Custodian, YCCD since 2004	Cheryl Peters, SBDC Program Technician, YCCD since 2000	Mike Wieber, Printing/Publications Supervisor, YCCD since 2000
	Adam Pharris, Police Officer, YCCD since 2004	Anita Wilks, Administrative Secretary I, YCCD since 1989

Academic Faculty and Administrators

Yuba College

JOHN W. ALMY
English/ESL

A.A., Orange Coast College, Costa Mesa; B.A., Sonoma State University, Rohnert Park; M.A., C.S.U., San Bernardino. Other graduate work: C.S.U., Long Beach; U.C., Riverside. Experience: San Bernardino Adult School; Victor Valley College; Yuba College since 1998.

BARBARA N. ANDERSON
Business

A.A., Yuba College; B.S., C.S.U., Sacramento; M.B.A., Chapman College, Orange. Other graduate work: C.S.U., Sacramento; C.S.U., Chico. Experience: Yuba College since 1987.

MARISELA R. ARCE

Dean, Financial Aid, E.O.P.S.-C.A.R.E./TRIO

B.S., University of San Francisco; M.A., C.S.U., Sacramento; Ed.D., University of San Francisco. Experience: Weathermeasure; Qualimetrics; Sacramento Job Corps; Sierra Nevada Job Corps; Yuba College Amnesty Education; Yuba College since 1991.

RODNEY S. BEILBY
Interim President

A.A., Sacramento City College; B.A., University of the Pacific, Stockton; M.A., C.S.U., Bakersfield. Other graduate work: C.S.U., Sacramento. Experience: Vanden High School, Travis AFB; Cosumnes River College, Sacramento; Yuba College since 1995.

KELLY J. BOREN
Counselor

A.A., College of Southern Idaho, Twin Falls; B.A., San Diego State University; M.S., San Diego State University. Experience: Palomar College; Yuba College since 1990.

DENICE BURBACH

ECE Instructor/Coordinator

BS, Pacific Union College, Angwin; MA, Pacific Oaks College, Pasadena Experience: MJUSD (High School & State Preschool); Yuba College; Jack & Jill Playschool; City of Lancaster Preschool; Kinder-Care Inc. Yuba College since August 2008 (Adjunct since Spring 2007)

SUJAN J. BURGESSON

Humanities/Philosophy

B.A., M.A., C.S.U., Sacramento; Ph.D., Theological Union, Berkeley; other Doctoral work, U.C., Davis. Experience: C.S.U., Sacramento; U.C., Davis; Yuba College since 1999.

RAMIRO F. CANTO-LUGO

Spanish

A.A., De Anza College, Cupertino; B.A., C.S.U., Chico; M.A., Ph.D., U.C., Davis Experience: U.C., Berkeley; Stanford University, Palo Alto; U.C., Davis; Yuba College since 1981.

KOREY CHAMPE

Earth Science/Physical Science

BS, CSU, Chico; MS, Univ of South Dakota Experience: San Joaquin Valley College; Sierra College; Bakersfield CC, University of South Dakota. Yuba College since August 2012

BRIAN CONDREY

English

BA, CSU, Chico; MA, CSU Chico Experience: Yuba College; University of Texas at Austin; CSU, Chico. Yuba College since August 2008 (Adjunct since Summer 2007)

DOUGLAS CORNELIUS

Health, Physical Education and Recreation; Head Men's Basketball Coach

A.A., College of the Siskiyous, Weed; B.S., C.S.U., Sacramento; M.A., St. Marys, Moraga. Experience: American River College, Sacramento; Sacramento Kings and Monarchs; Yuba College since 2002.

STEVEN P. COX

Business Computer Applications; Information Technology

B.S., CSU, Chico; M.S., CSU, Hayward. Experience: San Benito High School, Hollister; Hewlett-Packard; Yuba College since 1999.

ROGER DAVIDSON

Mathematics

BS, Rose-Hulman Inst. of Tech.; MS, Rensselaer Polytechnic Inst.; Ph.D., Univ. of Colorado, Boulder. Experience: Sierra College; Pasadena City College; California Inst. of Tech.; Disney; Pacificare. Yuba College since August 2007

EDWARD B. DAVIS

Dean-Business, Social Science Divisions/Beale AFB Outreach Services

A.A., Yuba College, Marysville; B.A., M.A., C.S.U., Chico; Ph.D., Boston College, Massachusetts. Experience: C.S.U., Chico; Boston College, Massachusetts; U.C., San Francisco; C.S.U., Hayward; Dominican College, San Rafael; Marin Research Group, San Rafael; State University of New York, Fredonia; University of Maryland, Okinawa and Korea; Yuba College since 1999.

RICHARD W. EDMUNDS

English

B.A., M.A., C.S.U., Sacramento. Experience: Los Rios Community College District, Sacramento; U.C., Davis; C.S.U., Sacramento; A.I.F.S., University of London; Yuba College since 1986.

Academic Faculty and Administrators

PERCY B. ELLIS

Business; Information Systems

B.S., San Diego State University; MS, Capella Univ. Experience: Dean Ellyson Chiropractic, Marysville; SMC Cabinets, Yuba City; Archer Personnel, Yuba City; Sky Bound Aviation, Yuba City; Lux Engineering, Yuba City; California Department of Transportation, Sacramento; Yuba College since 2000.

KENNETH B. FIERING

Physics

B.S., Washburn University, Kansas; Ph.D., University of Arizona, Tucson. Experience: San Diego City College; Southwestern College, Chula Vista; AGI, Inc.; JMAR Technologies; Applied Laser Systems; Advanced Machine Vision Corporation; General Research Corporation; Latcor, Inc.; Analytical Services, Inc.; Arizona Research Laboratories, University of Arizona, Tucson; Yuba College since 2004.

MARC FLACKS

Sociology

BA, Wesleyan University; MA, UC Santa Cruz; Ph.D., UC Santa Cruz. Experience: CSU, Long Beach; San Jose State; UC Santa Cruz; Wesleyan University. Yuba College since August 2007.

SURANGI FRASIER

History

BA, UC, Irvine; MA, UC, San Diego. Experience: Southwestern College; Grossmont College; Cuyamaca College. Yuba College since August 2008

LYNETTE GARCIA

Nursing

A.S., Yuba College; ADN, Yuba College; B.S.N., CSU, Chico. Experience: UC Davis Medical Center, Rideout-Fremont, Yuba College. Yuba College since 2007

NEENA GILL

Counselor, E.O.P.S.

B.A., Panjab University, Punjab; M.A., Magadh University, Patna; M.S., University of LaVerne, California. Experience: Yuba College since 1997.

LETICIA GOMEZ

EOPS Counselor/Coordinator; C.A.R.E.

B.A., U.C., Davis; M.S., C.S.U., Sacramento. Experience: I.R.C.A. Program; C.A.R.E. Program; E.O.P.S. Program; Yuba College since 1989.

VALERIE HARRIS

Counselor

A.A., Yuba College; B.A., CSU, Sacramento; M.S., CSU, Sacramento. Experience: Napa Community College, Woodland Community College. Yuba College since 2006

SCOTT HASKELL

Veterinary Technology/Coordinator

B.S., M.S., D.V.M., M.P.V.M., Ph.D., U. C. Davis. Other graduate work completed at U. C. San Diego. Veterinary experience: Nevada-Yuba Veterinary Service, Animal Medical Clinic of Valley Center, Pauma Valley Veterinary Service, Countryside Veterinary Clinic and Haskell Veterinary Service. Educational instruction and research experience: U. C. Davis, Harbor Branch Oceanographic Institute/University of Illinois, U. C. San Diego, The Union Institute, University of Maine, University of Minnesota, Mesa College. Yuba College since 2006.

ELENA HEILMAN

Librarian

BA, International University, Moscow; MALS, Dartmouth College, NH; MLIS, Wayne State University, Detroit, MI. Experience: Livonia Public Library, MI; Jackson District Library, MI; Harlan Hatcher Library, Univ of MI; Feldberg Library, Dartmouth College. Yuba College since July 2008

LI-CHIUAN "LENA" HSIEH

Political Science

BA, National Chengchi University, Taiwan; MA, University at Buffalo, New York; Ph.D., National Taiwan University, Taiwan. Experience: Blessed Imelda's High School, Taiwan; National Ilan University, Taiwan; DeLin Institute of Technology, Taiwan; Taipei Medical University, Taiwan; Taiwan Thinktank, Taiwan. Yuba College since August 2008

THERESE HUKILL-DEROCK

Learning Disabilities Specialist

B.A., CSU Chico; M.A., CSU, Chico. Experience: DSP&S Yuba College. Yuba College since 2004.

FRANCESCA R. HULIN

English as a Second Language

B.A., Sonoma State, Rohnert Park; M.A., San Francisco State University. Experience: U.C., Berkeley; Loma Vista Adult Education, Concord; Martinez Adult Education; Berkeley Kaplan Center; Kuwait University, Kuwait; TESIS, England; Erciyes University, Turkey; University of West Bohemia, Czech Republic; American Language Institute, San Francisco; Yuba College since 2003.

GLENN R. HUSTED

Art/Ceramics

B.A., Pitzer College, Claremont; M.F.A., Claremont Graduate School. Experience: C.S.U., San Bernardino; Chaffey College, Rancho Cucamonga; Scripps College, Claremont; Ceramics Workshops, Mendocino Art Center; Angels Gate Cultural Center, San Pedro; Yuba College; Yuba College since 1998.

LISA L. JENSEN-MARTIN

Interim Vice President

A.A., Yuba College; B.A., M.A., C.S.U., Sacramento. Other graduate work: Chapman University. Experience: Sierra College, Rocklin; Golden Gate University; Yuba City High School; Yuba College since 1995.

DOUGLAS A. JOKSCH

Computer Science

A.A., Arkansas State University, Beebe; B.S., Southern Illinois University, Carbondale; B.S., M.S., West Coast University, Los Angeles. Experience: ITT Federal Services Corporation; Raytheon, Santa Maria; Allan Hancock College, Santa Maria; Lockheed Martin, Santa Maria; Yuba College since 2000

SUZANNE JONES

Psychiatric Technology/Coordinator

ADN, Sierra College; A.S. Sierra College; B.S. Graceland University. Experience: Fremont Medical Center; Home Health; Feather River Surgery Center; Yuba College since 2005

Academic Faculty and Administrators

BRIAN H. JUKES**Interim Executive Dean – Sutter County Center**

B.A., M.A., C.S.U., Sacramento. Experience: C.S.U., Sacramento; American River College, Sacramento; Yuba College since 1997.

GREGORY KEMBLE**Language Arts, English**

B.A., U.C. Irvine; M.A., U.C. Irvine. Other graduate work: Long Beach City College. Experience: Sierra College, U.C. Davis; Long Beach City, U.C. Irvine. Yuba College since 2005

SARAH KOVACS**Mathematics**

BA, Vassar College; MA, San Francisco State University. Experience: Lois Rios CCD; Sierra College; Academic Talent Search; San Francisco State; Skyline College; Peralta CCD. Yuba College since 2007.

JOHN C. LANGSTON**Chemistry**

B.S., Portland State University; M.S., Washington State University. Experience: Washington State University; Seattle Central Community College; Feather River College, Quincy; Yuba College since 1987.

WALTER V. MASUDA**Dean of Language Arts/Fine Arts**

B.S., M.A., UC Davis; Other graduate work: UC Berkeley. Experience: Contra Costa College; UC Davis; CA State Dept of Education; UC Berkeley; Apple Computer, Inc; CTB MacMillan/McGraw-Hill. Yuba College since 2011

ROBERT P. MATHEWS**Music; Music Theory**

B.M.E., St Mary's University, San Antonio; M.M., University of Texas, San Antonio; M.M., D.M.A., Peabody Conservatory of Johns Hopkins University, Baltimore. Experience: San Antonio Independent School District, Texas; University of Maryland; Lincoln University, Buenos Aires; Yuba College since 2000

KYRA MELLO**English**

BA, CSU, Chico; MA, CSU, Chico. Experience: Shasta College; Butte College; CSU, Chico; Yuba College. Yuba College since August 2007

PHILLIP MILKS**Automotive Technology**

AS, Fresno City College. Experience: Brashers Sacramento Auto Auction; Michael Hohl Motor Co.; Michael Daugherty Chevrolet; Vintage Pontiac Buick GMC; Yuba College. Yuba College since January 2013

MARTHA MILLS**Dean of Distributive Education & Media Services**

BS, University of Texas; MA, John F. Kennedy University. Experience: Foothill DeAnza CCD; DeAnza College; San Mateo County CCD; Spring Branch ISD; KQED- TV (PBS); KLRU-TV (PBS); N Magazine. Yuba College since May 2007

COLLEEN R. MONAHAN**Nursing**

A.D.N., Yuba College, Marysville; B.S.N., C.S.U., Chico; M.A., University of Phoenix. Other graduate work: University of Phoenix, Arizona. Experience: U.C. Davis Medical Center, Sacramento; Fremont-Rideout Health Group, Yuba City; Yuba College since 2002.

JULIE A. MORGAN**Counseling**

B.A., University of San Francisco; M.A., C.S.U., Sacramento. Experience: Big Brothers-Big Sisters; Nevada County Schools, Grass Valley; Nevada Union High School, Grass Valley; Bear River High School, Grass Valley; Sierra College, Rocklin and Grass Valley; Yuba College since 2003.

MICHAEL L. MORSE**Automotive Technology**

A.S., Los Angeles Pierce College; B.A., C.S.U., Los Angeles. Other graduate work: University of Nevada, Reno. Experience: Francis Polytechnic High School, Sun Valley; Carson City Schools, Nevada; Northern Nevada Community College, Elko; Yuba College since 1987.

JOSE RAMON MUNOZ**Spanish Instructor**

BA, CSU, Chico; MA, CSU, Sacramento. Experience: Fairfield High School; Migrant Education at UC Santa Cruz; California Human Development Corporation; Gridley High School; CSU Upward Bound. Yuba College since August 2008

CHRISTOPHER MYERS**Business**

B.S., San Jose State University; M.B.A., National University, Sacramento. Experience: Auditor General Office, Sacramento; Aerojet General, Rancho Cordova; Western Farm Credit Bank, Sacramento; Certified Public Accountant, Certified Internal Auditor, Certified Fraud Examiner; Yuba College since 1994.

GEORGANIA O'KEEFE**CalWORKS Counselor/Coordinator**

BA, CSU, Sacramento; MS, CSU, Sacramento. Experience: Butte College; UC Davis; Sacramento City College; Lake Tahoe CC; American River College; UC, Davis, Vocational Rehabilitation Dept. Yuba College since 2009.

KEVIN ORTON**Chemistry**

BA, CSU, Sacramento; MS, UC, Riverside; Ph.D., UC, Riverside. Experience: Mt. San Jacinto College; San Bernardino Valley College; Riverside Community College; UC, Davis. Yuba College since 2005

PARVIZ PARSAFAR**English as a Second Language**

B.A., College of Literature and Foreign Languages, Iran; M.A., Damavand College, Iran; M.A., University of Rochester, New York; M.A., M. Phil., Ph.D., Yale University, Connecticut. Experience: New Haven Adult Education Center, Connecticut; University of New Haven, Connecticut; Cheshire Academy, Connecticut; Esfahan University of Technology, Iran; Damavand College, Iran; Teheran University, Iran; Navy Language Institute, Iran; Tehran and Shahrekord High Schools, Iran; Yuba College since 1990.

Academic Faculty and Administrators

JOSHUA PITTENGER

Biology Instructor – Microbiology Emphasis

B.S., Ph.D., U.C., Davis Experience: Sacramento City College, Cosumnes River College, Sacramento; Woodland Community College, Woodland; Solano Community College, Fairfield; U.C. Davis, Davis; Celera AgGen, Davis

JAN E. PONTICELLI

Director, Disabled Student Program and Services

B.A. CSU, Chico M.Ed., Ph.D, Oregon State University. Other graduate work: Western Oregon State College Sign Language Interpreter Training and, San Francisco State University, Communicatively Handicapped credential. Experience Sacramento City College, Sierra College. Yuba College since 1999.

THEA BORDSEN POST

Health, Physical Education & Recreation

B.A., U.C., Davis; M.S., California Polytechnic State University, San Luis Obispo. Experience: U.C., Davis; Sacramento Preventive Medicine Clinic; Levi Strauss and Co.; Yuba College since 1986.

TINA D. RAMSEY

English/Coordinator

B.A., M.A., C.S.U., Fresno. Experience: Imperial Valley College; Reedley College; Yuba College since 2004.

STEPHANIE REYNOLDS

Health, Physical Education & Recreation, Athletics; Head Softball Coach

B.A., C.S.U., Chico, M.A. Emporia State, Kansas. Experience: Wheatland School District, Wheatland. Yuba College since 2002.

MIRIAM M. ROOT

Public Information Officer/Director Community Education

B.A., C.S.U., Chico; M.A., University of Phoenix, Sacramento. Experience: Paradise Post; KOBO Radio, Yuba City; Chamber of Commerce, Gridley; Yuba College since 1986.

SUZANNE A. RUCKLE

Speech

B.A., M.A., C.S.U., Chico. Experience: C.S.U., Chico; Butte College, Oroville; Urawa College, Japan; A.L.C.A. Language Institute, Spain; Yuba College since 1995.

SALLY M. RUDSTROM

Nursing

L.V.N., Yuba College, Marysville; R.N., B.S.N., M.S.N., C.S.U., Sacramento. Experience: Fremont Hospital, Yuba City; Yuba College since 1998.

FATIMA RUIZ

Counselor – Career Emphasis

BA, CSU, Chico; MS, CSU, Sacramento. Experience: Scottsdale CC; Phoenix College; CSUS Career Center and Migrant Education; CSU, Chico. Yuba College since July 2009

DON SCHUMACHER

Auto Body

A.A., Butte College. Experience: Orland Unified School District, Butte College, Iron Horse Restorations. Yuba College since 2006

SHEILA C. SCROGGINS

Nursing

B.S.N., C.S.U., Chico; M.S.N., C.S.U., Sacramento; F.N.P., Sonoma State University, Rohnert Park. Experience: Yuba College; Yuba College since 1987.

SARA I. SEALANDER

Art

B.A., M.F.A., U.C., San Diego. Other graduate work: Whitney Museum of American Art, New York; Independent Study Program. Experience: U.C., San Diego; Chaffey College, Alta Loma; California Institution for Women; Santa Reparta Graphic Art Centre, Italy; Yuba College since 1976.

TRAVIS SMITH

Social Science, History

B.A., San Jose State University; M.A. C.S.U., Sacramento; Ph.D., U.C. Santa Barbara. Experience: C.S.U., Sacramento; U.C. Santa Barbara; Business History Group; Santa Cruz County Board of Education, Cabrillo College. Yuba College since 2005

LINDA J. STAFFERO

Human Anatomy; Biology

B.A., C.S.U., Sacramento; M.A., C.S.U., Fresno. Experience: C.S.U., Fresno; Merced College; Yuba College since 1990.

KARSTEN STEMMANN

Mathematics

BA, University of ULM, Germany; MS & Ph.D., USC, Los Angeles. Experience: College of the Canyons; Los Angeles Trade Tech College; Pasadena City College; USC, Los Angeles; Mercer. Yuba College since August 2008

JOHN STEVERSON

Mathematics

B.A., M.A., C.S.U., Sacramento Other graduate work: Chapman University. Experience: East Nicolaus High School, American River College, Sierra College, Folsom Lake College, Chabot College, C.S.U., Sacramento. Yuba College since 2004

JEFFREY STOLLBERG

Biology

AA, Diablo Valley College; BA, MA & MS, CSU, Chico. Experience: Butte College; Shasta College; CSU. Yuba College since August 2008

MARCIA C. STRANIX

Office Administration

A.A., Yuba College; B.S., M.A., C.S.U., Sacramento. Other graduate work: C.S.U., Sacramento. Experience: Yuba College since 1979.

Academic Faculty and Administrators

RUTH TAMULONIS

Nursing

B.S., Northeast Missouri State Univ; M.S., Georgia State University. Experience: Marshalltown CC, IA; Marshalltown Medical & Surgical Center, IA; National Rehabilitation Hospital, Washington, DC; Athens Regional Medical Center, GA; Yuba College. Yuba College since 2012.

JENINE L. TANABE

Biology; Physiology

A.A., Yuba College; B.S., U.C., Davis; M.D., U.C., San Francisco. Other graduate work: C.S.U., Sacramento; U.C., Davis Medical Center, Sacramento. Yuba College since 1994.

JOHN B. THOO

Mathematics

A.S., Cabrillo College, Aptos; A.B., U.C., Berkeley; M.A. Other graduate work: U.C., Davis; Ph.D., UC Davis. Experience: Napa Valley College; U.C., Davis; Yuba College since 1995.

DANIEL TURNER

Welding

B.S., U.C., Davis; M.S., Drexel University. Experience: Shasta Union High School District, Foothill HS, Greene and Hemly. Yuba College since 2006

RONALD G. TURNER

Administration of Justice

A.S., Solano Community College, Suisun; B.A., Golden Gate University, San Francisco; M.P.A., National university, San Diego. Experience: Fairfield Police Department; Fairfield/Suisun School District; Yuba College since 1994.

AYA UEDA

Music

BM & MM, University of the Pacific; MM, Yale University; DM, Indiana University. Experience: Lakeland College; University of Wisconsin Green Bay; University of Arkansas; University of Maryland Baltimore County; Otterbein College; Indiana University; Yuba College since August 2007

KATHRYN VAUGHAN

Mathematics

BS & MS, California Polytechnic State University, SLO Experience: CA Poly Univ; Yuba College since August 2012

MARIS WAGENER

ECE

AS, Cerro Coso College; MA, Pacific Oaks College, Pasadena. Experience: Bakersfield College; Cerro Coso Child Development Center; Sierra Sands Unified School District; Leapin Lizards Child Development Centers . Yuba College since August 2008

KIRK WARDLAW

Mathematics

A.A. Pasadena City College; B.A. U.C. Davis; M.A. C.S.U., Sacramento; Ph.D. U.C., Davis. Experience: Yuba College; UOP; U.C., Davis; Cosumnes River College; Napa Valley College; C.S.U., Sacramento. Yuba College since 2004.

ANGELA WILLSON

Radiologic Technology/Coordinator

A.S., Yuba College; B.A., C.S.U., Chico; M.P.A., Golden Gate University, San Francisco Ph.D.H.S., Touro University Int'l, Cypress. Other graduate work: C.S.U., Chico; University of Southern California, Los Angeles; Touro University International. Experience: Fremont Medical Center, Yuba City; Orthopaedic Medical Group, Yuba City; Woodland Clinic Medical Group, Woodland; Yuba College since 1991.

Clear Lake Campus

PEGGY J. ALEXANDER

Language Arts

A.A., Mendocino Community College, Ukiah; B.A., U.C., Davis; M.A., Sonoma State University, Rohnert Park; M.A., Northwestern University, Louisiana. Experience: Kelseyville High School; Yuba College since 1997.

PAMELA BORDISSO

Counselor, EOPS/Financial Aid

B.A., San Francisco State University; M.A., San Francisco State University. Other graduate work: Sonoma State University, U.C., Irvine. Experience: Konocti Unified School District. Yuba College since 2004

ROBERT CABREROS

Food Service Management/Culinary Arts

A.S., Yuba College; Culinary Diploma, Western Culinary Institute. Experience: Sutter Lakeside Hospital, Yuba College, Robinson Rancheria Casino & Bingo, Konocti Harbor Resort & Spa. Yuba College since 2006

LAURA DALY

Early Childhood Education

BA, Pacific Union College; MA, Sonoma State; Ed.D, Mills College. Experience: Yuba College; Pacific Union College; Mills College; Feed My Lambs Prod; Viacom Cable & TCI; Terra Linda Nursery School; San Anselmo Daycaring Preschool. Yuba College since August 2007

ELLIE FRANK

Counselor

A.A. Riverside CCD; B.S., C.S.U. Fullerton; M.A., Sonoma State University. Experience: Riverside County Office of Education; College of the Desert, Santa Rosa Junior-College. Yuba College since 2005

JENNIFER L. HANSON

Business

A.A., Santa Rosa Junior College; B.A., U.C., Santa Barbara; M.A., U.C., Davis. Experience: Yuba College since 1997.

Academic Faculty and Administrators

HAROLD W. LYONS

Biology; Ecology

B.S., Rutgers University, New Jersey; M.S., Ph.D., U.C., San Diego. Other graduate work: Stanford University. Experience: University of Oregon, Charleston; Seattle University, Washington; University of British Columbia, Canada; Yuba College since 1995.

MICKIE MAIN

BCA Instructor

AS, Yuba College. Experience: Yuba College; Lake County Office of Education; Mickie Main & Associates; Lake County Computer Training Center. YCCD since August 2008 (Adjunct since Spring 1989)

HEIDI F. MORGAN

Psychology

B.A., Antioch University, Ohio; M.A., Sonoma State University, Rohnert Park; Ed.D USF. Experience: Sonoma State University, Rohnert Park; Santa Rosa Junior College; Kansai Gaidai Hawaii College, Honolulu; Yuba College since 1996.

MICHAEL PAPIN

Mathematics

BA, MA San Diego State University. Experience: Mendocino College, Redwood Academy Charter School, Ukiah; Achimota Secondary School; U.C., San Diego; San Diego State University; Yuba College Since 2003.

ARTEMIO PIMENTEL

Interim Executive Dean

BA & MA, C.S.U, Sacramento. Experience: Woodland CC; City of Woodland; CLC since 2013; (Mgmt since 2010/Classified since 2002).

JANELLE L. STRIK

English; ESL

B.A., College of Notre Dame, Belmont; M.Ed., Trenton State College, New Jersey. Experience: St. Columbkille's School, Los Angeles; American Community School, Lebanon; Escuela McKee Constructora, Guatemala; Dubai American and Japanese Schools, United Arab Republic; Yuba College since 1999.

Yuba Community College District

DOUGLAS HOUSTON

Chancellor

B.S., M.S., Florida; Ed.D., Pepperdine University. Experience: Lassen Community College District, Susanville; Butte-Glenn Community College District, Oroville; Barstow Community College District, Barstow; United States Army – Fort Irwin, California; United States Military Academy – West Point, New York; United States Army – Fort Carson, Colorado; Santa Fe Community College, Gainesville; YCCD since 2011

W. PHILLIP KREBS

Director of Resource Development

B.A., M.A., Northern Illinois University, DeKalb. Ph.D, University of Toledo, Ohio. Other graduate work: University of Alabama, Tuscaloosa. Experience: Illinois State Museum, Lewistown; University of Alabama, Tuscaloosa; Embry-Riddle Aeronautical University, Florida; University of Toledo, Ohio; YCCD since 1998.

KAREN TRIMBLE

Director of Information Technologies

A.S., Yuba College; B.S., M.S., C.S.U., Sacramento. Other graduate work: C.S.U., Chico; U.C. Davis. Experience: Yuba County, Colusa County, Glen County, Yolo County Office of Education, Yuba County Office of Education. YCCD since 1997.

JACQUES WHITFIELD

Chief Human Resources Officer

B.A., Wake Forest University; J.D., University of North Carolina – Chapel Hill Experience: Grant Joint Union High School District, Sacramento; The Sterling Group Ltd, Sacramento; Target Excellence, Sacramento, Whitfield & Gittisroboongul, Sacramento; YCCD since 2012

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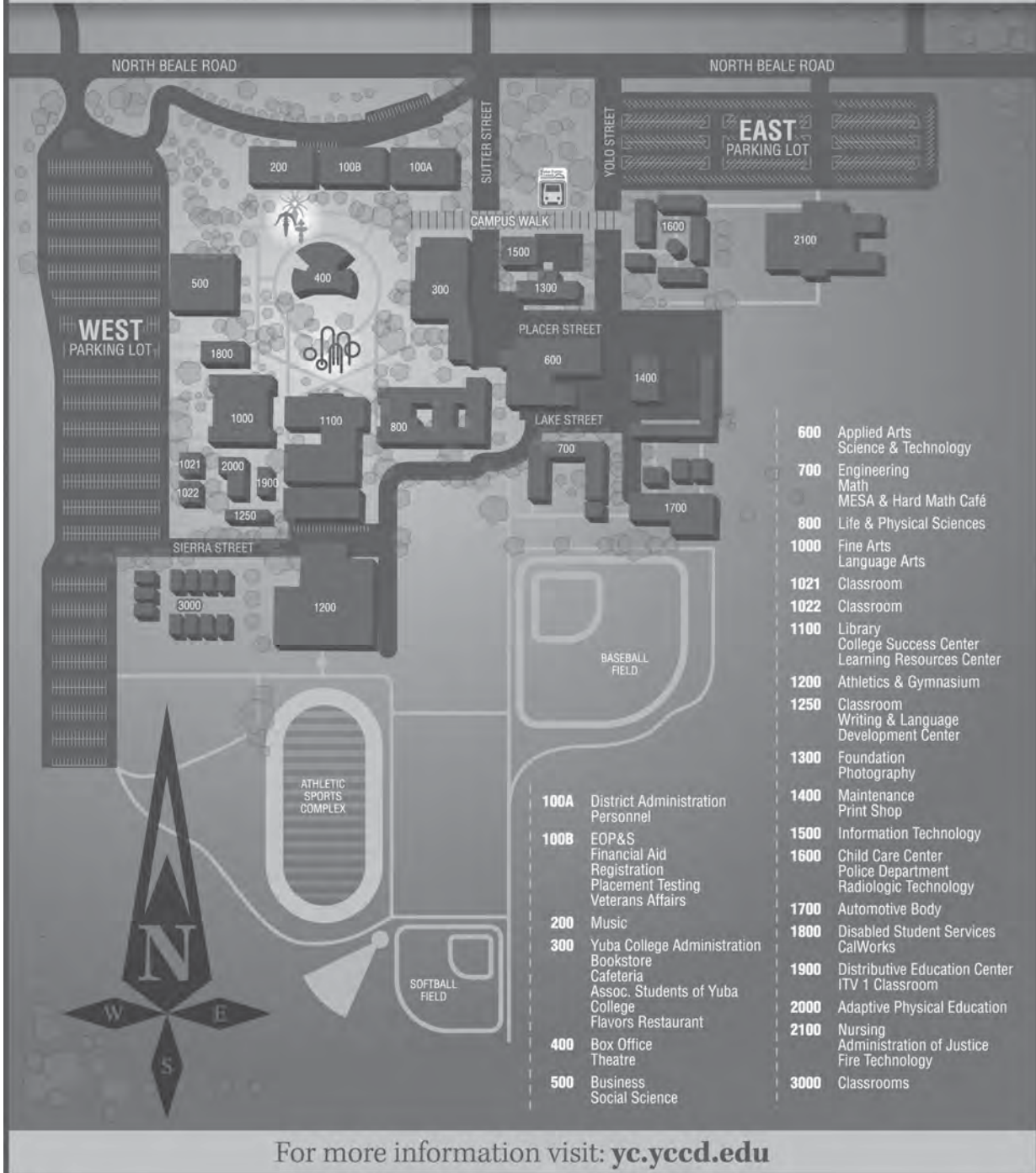
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Yuba College CAMPUS MAP



Important Phone Numbers

Yuba College:

All phone numbers begin with area code (530)

General Information.....	741-6700
Admissions and Records Office.....	741-6720
Applied Arts & Science Division.....	741-8717
Assessment and Testing Office.....	741-6864
Associated Students of Yuba College.....	741-6808
Athletic Program	741-6779
Auto Shop (Service Center).....	741-6810
Beale AFB Outreach Services.....	788-0973
Bookstore	741-6998
Business Division	741-6763
CalWORKS.....	634-7773
Career Center.....	634-6790
Career Technical Education Transitions	634-7785
Cashier	741-6724
Child Care Center.....	749-3808
College Success Center.....	741-6759
Community Education	741-6825
Cosmetology.....	741-6763
Counseling Department.....	634-7766
Disabled Student Program and Services	741-6795
Distributive Education.....	741-6754
E.C.E./Family Consumer Science	741-6761
English as a Second Language Interpreters..	634-7764
E.O.P.&S. Program.....	741-6995
Financial Aid	741-6781
International Students.....	741-6705
Language and Fine Arts Division.....	741-6761
Library Circulation Desk	741-6755
Math & Science Division.....	741-6786
Music Department	741-6883
Office of Student Support Services.....	741-6705
Physical Education Division.....	741-6779

Police (Campus)	741-6771
Public Events.....	741-6829
Public Safety.....	741-6923
Social Science Division	741-6761
Transcript Requests	741-6720
Transfer Center	741-6790
Tutoring (College Success Center)	741-6759
Veterans Office.....	741-6822
Vice President, Academic and Student Svcs....	741-6766
Work Force Investment Act (WIA)	741-6830
Work Experience Office.....	741-6849
Writing and Language Development Ctr	740-1709

Sutter County Center:

All phone numbers begin with area code (530)

Administration.....	751-5565
General Information.....	751-5600
Library Circulation Desk.....	751-5561/5562

Clear Lake Campus:

All phone numbers begin with area code (707)

Assessment and Testing Office.....	995-7900
Bookstore	995-7924
Career and Transfer Center.....	995-7900
CalWORKS.....	995-4176
Child Care Center.....	995-7909
Counseling Department.....	995-7900
Disabled Student Program and Services	995-7910
E.O.P.&S. Program.....	995-7912

Yuba Community College District

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