

COURSE CATALOG
2023-2024



Shasta College

Shasta-Tehama-Trinity Joint
Community College District

www.shastacollege.edu

Shasta College is an equal opportunity educator and employer.

Start your future at Shasta College

Whether your goal is to earn an associate degree or certificate, transition into a new career, or transfer to a 4-year university, Shasta College is dedicated to helping you reach your goal.

To begin your journey, please go to
shastacollege.edu/admissions

Should you need more information or should you have questions about the enrollment process, please visit the:

Student Success Center
Room 102 (Administration Building),
or contact a

Student Success Facilitator
(530) 242-7650 | admissions@shastacollege.edu or financialaid@shastacollege.edu
Mon.–Thurs., 8:00 am – 5:30 pm; or Fri. 8:00 am – 4:00 pm

Do you have any questions about Shasta College, locations of classrooms, or where to go for help? Lost something? Found something? Want to know what’s going on at Shasta College? Where to go for books?

Answer all these questions at The Hub located in the 2300 Building.

Or visit our website at:
www.shastacollege.edu

SHASTA COLLEGE FREQUENTLY USED TELEPHONE NUMBERS

Admissions & Records.....	(530) 242-7650	Health & Wellness Services (Nurse)	(530) 242-7580
Bookstore	(530) 242-7574	Human Resources Office	(530) 242-7640
CalWORKs	(530) 242-7749	Library	(530) 242-7550
Campus: Main (Redding).....	(530) 242-7500	Lost & Found.....	(530) 242-7910
Campus: Downtown (Redding)	(530) 339-3600	The Hub	(530) 242-7626
Campus: Intermountain (Burney).....	(530) 242-7750 Opt. 4	Partners in Access to College Education (PACE)	
Campus: Tehama (Red Bluff).....	(530) 242-7750 Opt. 4	(for students with disabilities)	(530) 242-7790
Campus: Trinity (Weaverville).....	(530) 242-7750 Opt. 4	Physical Plant (Maintenance)	(530) 242-7920
Campus Safety (& Parking).....	(530) 242-7910	President’s Office (Superintendent).....	(530) 242-7510
Counseling Appointments.....	(530) 242-7724	Scholarships.....	(530) 242-7709
Division: Arts, Communication		Shasta CARES.....	(530) 242-7939
& Social Sciences (ACSS)	(530) 242-7730	STEP-UP Program	(530) 242-7639
Division: Business, Agriculture &		Student Employment (Career Cafe)	(530) 242-7606
Career Technical Education (BACTE)	(530) 242-7560	Student Success Center	(530) 242-7650
Division: Health Sciences (HSUP)	(530) 339-3600	Student Senate.....	(530) 242-7743
Division: Development, Athletics,		Testing Center.....	(530) 242-7751
Physical Education & Safety (DAPS)	(530) 242-7590	Transfer Center	(530) 242-7570
Division: Science, Language Arts		TRIO	(530) 242-7690
& Math (SLAM).....	(530) 242-7760	Tutoring & Learning Center (Redding)	(530) 242-7763
Early Childhood Education &		Tutoring & Learning Center (Tehama)	(530) 242-7750 Opt. 6
Child Care Center.....	(530) 242-7601	Veterans Support & Success Center.....	(530) 242-7597
Economic and Workforce		Vice President of Instruction.....	(530) 242-7520
Development (EWD)	(530) 242-7633	Vice President of Administrative Services	(530) 242-7525
Emergencies	911	Vice President of Student Services	(530) 242-7621
EOPS / CARE Office.....	(530) 242-7540		
Financial Aid Office.....	(530) 242-7650		



Shasta College

2023-2024 Catalog

11555 Old Oregon Trail
P.O. Box 496006
Redding, CA 96049-6006
(530) 242-7500

Shasta College
Tehama Campus
770 Diamond Avenue
Red Bluff, CA 96080
ExtEdSS@shastacollege.edu
530-242-7750, option 4

Shasta College
Trinity Campus
30 Arbuckle Court
P.O. Box 2729
Weaverville, CA 96093
ExtEdSS@shastacollege.edu
530-242-7750, option 4

Shasta College
Intermountain Campus
37581 Mountain View Road
Burney, CA 96013
ExtEdSS@shastacollege.edu
530-242-7750, option 4

Shasta College
Downtown Redding Campus
1400 Market Street
Redding, CA 96001
530-339-3600

Shasta College is accredited by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, 331 J Street, Suite 200, Sacramento, CA 95814, (415) 506-0234, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education.

Shasta College is listed as a public community college in the approved list of the Education Directory, Higher Education Part 3, published by the U.S. Office of Education.

In addition, Shasta College has received specialized accreditation from the following accreditors:

- State of California Department of Consumer Affairs, Board of Registered Nursing - California (BRN) for the Associate Degree Nursing (RN). [Contact information.](#)
- State of California Department of Consumer Affairs, Board of Vocational Nursing and Psychiatric Technicians (BVNPT) for Vocational Nursing (LVN). [Certificate of Approval](#) (PDF). [Contact information.](#)
- State of California Health and Human Services Agency, California Department of Public Health (CDPH) for CNA/Home Health Aide. [Contact information](#) (CNA). [Contact Information](#) (Health Aide).
- American Dental Association, Commission on Dental Accreditation, for its Dental Hygiene program. [Contact information.](#)
- National Association for the Education of Young Children Accreditation, for the Early Childhood Education Center. [Contact information.](#)
- Commission on Accreditation for Health Informatics and Information Management (CAHIIM) for the Health Information Management Baccalaureate and Health Information Technology Associate Degree programs. [Contact Information.](#)
- The accrediting body for HIT and HIM, is CAHIIM or the Commission on Accreditation for Health Informatics and Information Management Education. [Contact Information.](#)
- The accrediting body for PTA is CAPTE or Commission on Accreditation in Physical Therapy Education. [Contact Information.](#)
- Office of the State Fire Marshal, State Board of Fire Services (SBFS) for the Accredited Regional Training Program (ARTP) and State Fire Training (SFT). [Contact information.](#)

SHASTA-TEHAMA-TRINITY JOINT COMMUNITY COLLEGE DISTRICT GOVERNING BOARD OF TRUSTEES

Stephen Bell
Peggy Colwell
Michelle Hickok
Richard J. Lawrence
Rhonda E. Nehr
Kendall S. Pierson
Scott J. Swendiman
Student Trustee, Joran Jones

MISSION STATEMENT

Shasta College provides a diverse student population with open access to undergraduate educational programs and learning opportunities, thereby contributing to the social, cultural, creative, intellectual, and economic development of our communities. The District offers general education, transfer and career-technical programs, and basic skills education. Shasta College provides opportunities for students to develop critical thinking, effective communication, quantitative reasoning, information competency, community and global awareness, self-efficacy, and workplace skills. Comprehensive student services programs and community partnerships support student learning and personal development. *(Board Approved 06/14/2017)*

The Shasta-Tehama-Trinity Joint Community College District ("Shasta College") does not discriminate against any person on the basis of race, color, national origin, sex, religious preference, age, disability (physical and mental), pregnancy (including pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), gender identity, sexual orientation, genetics, military or veteran status or any other characteristic protected by applicable law in admission and access to, or treatment in employment, educational programs or activities at any of its campuses. Shasta College also prohibits harassment on any of these bases, including sexual harassment, as well as sexual assault, domestic violence, dating violence, and stalking.

Institutional Student Learning Outcomes

To support student success, Shasta College has identified the following Institutional Student Learning Outcomes (ISLOs).

1. Critical Thinking

Critical thinking is the ability to comprehend, communicate, or engage in problem-solving or strategy-building techniques.

2. Information Competency

Information competency is the ability to find, evaluate, use and communicate information in all its various formats.

3. Effective Communication

Effective communication is the ability to effectively use written, oral and nonverbal communication.

4. Quantitative Reasoning

Quantitative reasoning is the ability to use appropriate mathematical methods.

5. Self-Efficacy

Self-efficacy is the confidence and ability to perform the courses of action required to effectively meet personal, social, academic and professional goals.

6. Workplace Skills

Workplace skills provide the ability to perform effectively at work.

7. Community and Global Awareness

Community and global awareness includes an understanding of community and global issues and cross-cultural awareness.

Board Approved 6/08/11

Shasta-Tehama-Trinity Joint Community College District

Welcome to Shasta College!

Shasta College serves Shasta, Tehama, and Trinity counties as a comprehensive community college offering programs in a broad range of fields of study to prepare you for new opportunities and challenges.

We at Shasta College pride ourselves on our dedication to students as our first priority. You will have the opportunity to have your own personalized education and career plan. Whether your goal is employment upon graduation or transfer to a four-year university, our desire is to accompany you on this journey and to assist you in finding your own pathway to success.

A decision to enroll at Shasta College is a wise investment of your time, talent and resources. Since 1950, thousands of successful graduates throughout Northern California and the nation are proud of being part of the Shasta College family. We welcome you to that tradition and to a wide new world of opportunities made possible through higher education.

Dr. Joe Wyse
Superintendent/President

¡Bienvenidos a Shasta College!

Shasta College atiende a los condados de Shasta, Tehama, y Trinity como un colegio de comunidad integral ofreciendo una gran variedad de programas en varios campos de estudio para prepararlo para nuevas oportunidades y desafíos.

En Shasta College, nos sentimos muy orgullosos de la dedicación brindada a nuestros estudiantes, siendo esta nuestra primera prioridad. Como estudiante usted tendrá la oportunidad de tener un plan de educación y carrera personalizado. Si su objetivo es conseguir empleo después de graduarse o transferirse a una Universidad, nuestro deseo es asistirlo y asegurarlo cómo hacerlo a cada paso para conducirlo en su propio camino al éxito.

Decidir matricularse en Shasta College es una sabia inversión de su tiempo, talento y recursos. Desde 1950, miles de graduados exitosos en el norte de California y en la nación dan fe del orgullo de ser parte de la familia de Shasta College. Nosotros le damos la bienvenida a esta tradición y al nuevo mundo de oportunidades que es posible gracias a la educación superior.

Dr. Joe Wyse
Superintendente/Presidente

OFFICE OF INSTRUCTION

The College Catalog is produced annually by the Office of Instruction

ACCURACY STATEMENT

The Shasta-Tehama-Trinity Joint Community College District has made every reasonable effort to ensure that information in this catalog is accurate. Courses and programs that are offered, along with other matter contained herein, are subject to change without notice by Shasta College administration for reasons related to student enrollment, level of financial support, or for any other reason, at the discretion of the District. The District further reserves the right to add, amend, or repeal any of their rules, regulations, policies and procedures, consistent with applicable laws.

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Administrative Staff

Superintendent/President.....	Dr. Joe Wyse
Executive Assistant to the Superintendent/President & Public Information Officer	Desiree Gunderman
Assistant Superintendent/Vice President of Administrative Services	Jill Ault
Associate Vice President of Information Services and Technology	Becky McCall
Director, Information Services and Reporting	David Rothrock
Information Technology Programmer/Analyst.....	Philip Churchill
Information Technology Programmer/Analyst.....	Matt Gallmeister
Director, Information Services and Reporting	Jeffrey Blankenship (interim)
Director, Information Technology	James Crandall
Director of Network Infrastructure and Security	John Westlund
Director, Technology Support	John Lutkemeier
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Project Coordinator – Bond.....	Isabella Greenleaf (Interim)
Project Coordinator – Bond.....	Sherry Nicholas (Interim)
Budget and Fiscal Analyst	Taryn Roberts
Director, Business Services	Sam Osborne
Accounting Supervisor	Kristina Marquez
Director, Food Services	Denise Axtell
Starbucks/Food Services Manager	Nick Koenig
Director, Grant Development	Amy Schutter
Grants and Contracts Fiscal Analyst	Heidi Dias
Director, Physical Plant.....	Andrew Brown
Assistant Director, Physical Plant.....	Patrick McNamara (Interim)
Supervisor, Custodial Services	Soloman Stahle
Supervisor, Transportation Department	Harry Easter
Associate Vice President of Economic and Workforce Development	Ioanna Iatridis
Dean, Economic and Workforce Development.....	Jim Harrell (Interim)
Program Director – Noncredit	Iva Weidenkeller
Director, Center of Excellence	Sara Phillips
Director, Marketing, Communications, and Public Relations	Peter Griggs
Director, Employer Partnerships	Vacant
Assistant Director of Employer Partnerships (Butte College).....	Wendy Porter
Assistant Director of Employer Partnerships (College of the Siskiyous)	Erin Kangas
Assistant Director of Employer Partnerships (Feather River College).....	Gabe Miller
Assistant Director of Employer Partnerships (Lake Tahoe Community College).....	Joshua Sweigert
Assistant Director of Employer Partnerships (Lassen College).....	Emily Purificacao
Assistant Director of Employer Partnerships (Mendocino College).....	Pamela Heston
Assistant Director of Employer Partnerships (Redwoods College)	James Ritter
Assistant Director of Employer Partnerships (Shasta College)	Molly Stimpel
Assistant Director of Employer Partnerships (Woodland Community College)	Alena Anberg
Project Coordinator – Apprenticeship Programs	Lisa Hoverman
Project Coordinator – Senior (Employer Engagement).....	Angela Cordell
Program Director – Career Services & Career Café.....	Jennifer Beckman
Project Coordinator – Senior (Adult Ed).....	Rachelle Modena
Project Coordinator – Strong Workforce	Sara Holmes
Project Coordinator – CTE Outreach.....	Sarabeth Angel Towner
(Interim)	
Assistant Superintendent/Vice President of Instruction	Dr. Frank Nigro
Executive Dean, Educational Technology, Learning Services, and Research	William Breitbach
Director, Learning Centers and Special Programs	Tina Duenas
Program Director, Dual Enrollment.....	Damaris Stevens
Program Director, Dual Enrollment.....	Tabitha Miller (Interim)
Director, Institutional Research	Vacant
Research Analyst.....	Seth Abrahamson
Dean, Arts, Communication, and Social Sciences	Stacey Bartlett
Dean, Business, Agriculture, & Career and Technical Education	Dr. Zachary Zweigle
Director, Early Childhood Education	Beverly Charsha
Director, Forest Health.....	Becky Roe
Project Coordinator, Forest Health.....	Janis Logan
Farm Lab Director.....	Gage Ethridge
Dean, Health Sciences	David Gatewood
Director, Dental Health Programs	Chuck Cort
Director, Health Science Operations and Outreach.....	Kim Giles
Dean, Development, Athletics, Physical Education, & Safety/Athletic Director	Mike Mari
Director, Fire Technology and EMS Programs	Donavan Lacy
Training Director – SHIELD Regional Training Consortium	Kamari Zoll
Dean, Science, Language Arts, and Math.....	Carlos Reyes
Assistant Superintendent/Vice President of Student Services.....	Dr. Kevin O'Rorke
Associate Vice President of Student Services.....	Dr. Timothy Johnston
Dean, Student Services	Sandra Hamilton-Slane
Director, EOPS & CalWORKS	Nadia Elwood
Director, PACE & C2C	Amber Perez


Director, Residence Life.....	Alexandra Hancock
Director, Student Health and Wellness/College Nurse	Vacant
Director, TRIO.....	Sue Huizinga
Assistant Director, Student Services (TRIO Upward Bound)	Kelsey Moynahan
Assistant Project Director, TRIO Talent Search.....	Patricia Esparza
Grants and Contracts Fiscal Analyst	Crystal Mair
Program Director, Foster and Kinship Care Education	Sheri Wiggins
Program Director, Gateway to College.....	Nick Webb
Assistant Director, Student Services (Gateway to College)	Matthew Rogers
Program Director, Regional Restorative Justice.....	Robert Bowman (Interim)
Dean, Student Services	Shaunna Rossman
Director,	Vacant
Associate Dean, Student Services	Johnnie Owens
Director, Student Services	Alexa Zaharris
Assistant Director, Student Services	James Konopitski
Associate Dean of Extended Education	Billy Miller
Program Coordinator – Student Services.....	Sandy Lucero (Interim)
Director, Community Alliance.....	Jerry Brown
Director, Planning and Development – North State Together.....	Jamie Spielmann
Director, Student Services	Chelsea Kefalas
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Grants & Contracts Fiscal Analyst	Bonnie Ammon (Interim)
Program Director – North State Together	Susan Schroth (Interim)
Program Coordinator – Student Services.....	Bethany Davis
Program Coordinator – Student Services.....	Andrew Fitzhugh (Interim)
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Director, Human Resources.....	Amy Westlund
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Chief of Campus Safety..	Lonnie Seay
Assistant Chief of Campus Safety.....	Craig Richie
Compliance Coordinator	Nathan Mendes
Emergency Response Coordinator	Vacant
Dean, Innovation and Strategic Initiatives.....	Dr. Kathleen Mahar
Director, Innovations & Special Projects	Buffy Tanner
Project Coordinator, ACE.....	Janet Hubbert (Interim)
Project Coordinator, BOLD	Katia Nava
Executive Director, Shasta College Foundation.....	Andree Blanchier

College Calendar

Shasta College 2023-24 All District Calendar

4	Independence Day	<table><tr><th colspan="7">JULY 2023</th></tr><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr><tr><td>2</td><td>3</td><td>H</td><td>5</td><td>6</td><td>7</td><td>8</td></tr><tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr><tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr><tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr><tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr></table>	JULY 2023							S	M	T	W	Th	F	S							1	2	3	H	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						<table><tr><th colspan="7">JANUARY 2024</th></tr><tr><td>S</td><td>M</td><td>T</td><td>W</td><td>Th</td><td>F</td><td>S</td></tr><tr><td></td><td>H</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr><tr><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr><tr><td>14</td><td>H</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td></tr><tr><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td></tr><tr><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>	JANUARY 2024							S	M	T	W	Th	F	S		H	2	3	4	5	6	7	8	9	10	11	12	13	14	H	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31											1 New Year's Day Holiday 15 Dr. M.L. King Jr. Day Holiday 16 Spring Semester Begins 12 Instructional Days 5 Floating Flex Days
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Fall Semester Total Days: 83
Spring Semester Total Days: 81
Total Instructional Days: 164
FLEX Days: 11
Administrative Total Working Days: 246

 Start/End of Semester

 FLEX Day ***

 Mandatory FLEX Day

 Holidays

 Spring Recess

All Academic Year Classified Employees must work 175 days. Please obtain Supervisor approval on annual work schedule form.

**Holiday placement in-between semesters is subject to CSEA approval

***Flex Days are mandatory for instructional faculty except where noted in Article 4.8.7

Board of Trustee Original Approval 07/13/2022

Board of Trustee Revision Approved 01/29/2023

Chapter 1: Admission and Enrollment Information

Admissions

Anyone 18 years of age or older or anyone under 18 who has graduated from high school or obtained the equivalent may be admitted to Shasta College classes.

See *Administrative Policy 5010* for more information.

Course Registration

ONLY OFFICIALLY REGISTERED STUDENTS MAY ATTEND CLASSES. STUDENTS WHOSE NAMES DO NOT APPEAR ON THE INSTRUCTOR'S CLASS LIST ARE NOT OFFICIALLY REGISTERED AND WILL NOT RECEIVE CREDIT OR GRADES.

APPLICATION TO SHASTA COLLEGE IS ONLINE AT WWW.CCCAPPLY.ORG AND IS A TWO-STEP PROCESS:

1. Create a CCCApply account
2. Submit the CCCApply application to Shasta College

If you cannot apply online, please reach out to the Shasta College Admissions and Records Office for assistance at 530-242-7650 or admissions@shastacollege.edu.

NEW STUDENTS: You will receive priority registration based on the completion of matriculation (steps to enrollment). Registration priority shall be lost at the first registration opportunity after a student: 1) Is placed on academic and/or progress probation for two consecutive terms; or 2) has earned one hundred (100) or more degree-applicable units at Shasta College except in designated high unit majors. Returning students must also have a comprehensive education plan on file no later than the term after which the student completes 15 semester units of degree-applicable credit coursework or prior to the conclusion of their third semester.

FIRST-TIME NEW STUDENTS: You are a first-time new student if this is the first time attending college. You are required to participate in matriculation services. "Matriculating" students receive a priority registration date after completing the following steps:

1. Apply for admission to the college.
2. Complete an online orientation
3. Develop an Education Plan
4. Send official transcripts from high school and previous college work to the Admissions and Records Office:

Shasta College Admissions and Records
PO Box 496006
Redding, CA 96049-6006

CONTINUING STUDENTS (Students currently enrolled at Shasta College): Your registration date will be sent to your email address on file or you may find your registration date and time on your MyShasta account.

RETURNING STUDENTS (Students who attended Shasta College in previous semesters but are not currently enrolled): You may find your registration date and time on your MyShasta account, or please contact the Admissions and Records Office.

TRANSFER STUDENTS (Students who have completed courses at other colleges or universities, but not Shasta College): Please contact the Admissions and Records Office for a registration date.

TYPES OF CLASSES

On-campus: Shasta College offers traditional on-campus classes at the Redding campus on Old Oregon Trail, the Health Sciences Building in downtown Redding, and at three Extended Education campuses in Red Bluff (Tehama Campus), Weaverville (Trinity Campus), and Burney (Intermountain Campus)—as well as other sites throughout the District.

Online or hybrid: Shasta College also offers fully online and hybrid

(part on-campus, part online) classes at all campuses:

1. **Hybrid:** A hybrid class meets face-to-face for some number of instructional hours AND a portion of the required instructional hours is conducted online (normally requiring login to SC Online). Students **MUST** access online materials to successfully complete course requirements. Hybrid courses are listed with the days and times of actual face-to-face meetings followed by "+ INTERNET."
2. **Online:** A fully online class is one which requires that all class content, activities, and interaction be done online (normally requiring login to SC Online). Some instructors may include on-campus orientation, student conferences, or other on-campus events (consult the MyShasta online schedule for specific information). Students **MUST** access online materials to successfully complete course requirements. Fully online courses are listed as "INTERNET." State regulations regarding enrollment in online classes may change and online classes may not be available to students residing outside California.

Tutoring and learning assistance supports are available to all students, regardless of the format of classes they are taking.

Noncredit: Classes in the 300 series are noncredit offerings. These classes are tuition-free and do not count toward a student's grade point average.

Worksite Learning: Worksite learning classes allow students to earn credit for work or volunteer activities related to their degree. To learn more about worksite learning classes please see Chapter 5.

ADDING A CLASS: Students can register for a class by using MyShasta up to the first day of class. After the first day of class, students will need to receive an "Add Authorization" from the instructor of the class to register via MyShasta up until the census date. Please see www.shastacollege.edu/MyShastaForStudents for details about using Add Authorizations. Students can also add themselves to a class using a Registration Form and submitting it to the Admission and Records Office; the Registration Form is available on the "Forms for Students" page of the Admissions website: www.shastacollege.edu/admissions

After census, approval by the instructor, Dean of the Division, and the VP of Instruction is required to add the class using a Late Add Petition form. **It is the student's responsibility** to gather the necessary approvals and ensure that the class is properly added with Admissions and Records. Forms are located on the Admissions forms page.

See *Administrative Policy 5075* for more information.

ATTENDANCE: Students are expected to attend all classes. A student who fails to attend the first class meeting of a course without notifying the instructor may be dropped from the class. In addition, an instructor may drop a student during the first 75% of the class for non-participation. **IT IS ALWAYS THE STUDENT'S RESPONSIBILITY TO OFFICIALLY DROP OR WITHDRAW** from a class. Students who fail to properly drop/withdraw from a course, even if they stop attending class, will be assigned a course grade.

CLOSED CLASSES: A closed class is one which has reached its maximum enrollment. A student is allowed into a closed class if:

- The student has their name added to the class waitlist; so that as enrolled students withdraw, the wait-listed student may be added to the enrollment list in the order of waitlist priority (this is called a waitlist "auto-enroll"). An e-mail to the student is automatically generated at the time of auto-enrollment. Students will have until midnight of the date the e-mail was sent to pay the appropriate fees or they may be dropped from the auto-enrolled class for non-payment. Note: Adding to the waitlist and auto-enrollment only works up until the first day of class.

OR

- The student has obtained the instructor's permission by asking (in-person or via email) for an "Add Authorization." The instructor verifies permission by electronically authorizing the student so they may add themselves in MyShasta or by signing a student add/drop form. Add Authorizations may be used to register starting the first day of class, up until the day before class census.

In either event, the student must attend the first class meeting. (See the "Waitlist" section below).

CONFLICTING CLASSES: The State of California (Title 5 Section 55007) generally will not allow students to enroll in classes that are held at the same time or that have overlapping times. Enrollment in overlapping courses is only permitted if there is a valid justification, such as degree completion. Scheduling convenience is not a valid reason. A Petition to Enroll in Overlapping Course form can be obtained from the Admissions & Records office by emailing admissions@shastacollege.edu.

DROPPING A CLASS: IT IS THE STUDENT'S RESPONSIBILITY TO DROP A CLASS. The Enrollment Fee and/or material fees are refundable if a class is dropped during the first 10% point of the length of the course.* Students may drop a class and have no notation appear on their transcripts through the census date of each class. Students are able to drop classes online through MyShasta. The student may withdraw from a class from the census date up to 75% of the length of the course. The notation "W" will appear on the student's transcript and will not be used in the calculation of the grade point average. Excessive "W"s shall, however, be used as factors in progress probation and dismissal procedures. Students who have not dropped or withdrawn from a class before the end of the fourteenth week for full-term classes or 75% of the length of the course will be assigned a course grade. Students unable to process transactions in person or via MyShasta may designate another person to process transactions on their behalf by proxy. A proxy form is available through the Admissions and Records Office. The form must be signed and returned to the college Admissions and Records Office prior to the transaction.

OPEN ACCESS POLICY: The policy of this district is that all courses, course sections, and classes of the District shall be open for enrollment to any person who has been admitted to the college, with the following exceptions. Enrollment may be subject to any priority system that has been established. Enrollment may be limited to students meeting properly validated prerequisites and corequisites or due to other practical considerations such as exemptions set out in statute or regulation. See [AP 5052 Open Enrollment](#) for the allowable limitations to enrollment for specific courses or programs.

Waitlist

Many courses offered by Shasta College will fill up and enter into a waitlist status due to full enrollment in a specific course. Waitlists allow students to be considered for enrollment into a closed course. Students are advised to monitor their waitlist status carefully by accessing MyShasta.

For online courses, "first class meeting" refers to the first day that the course is available, normally the first day of the term unless otherwise noted in the schedule.

1. Waitlist Registration

If a course in which you are attempting to enroll is full, you have the option of adding yourself to the waitlist. The waitlist is a mechanism whereby a student may be given the opportunity to become registered in a course should a vacancy occur up until the day before census.

The waitlist may also be used to create an additional section of the same course should enough students demonstrate the need for the course by adding their names to the list. The creation of an additional section will be at the discretion of the appropriate Dean.

2. Migration from waitlist to Registered Status

- If an opening occurs any time before the course starts, the

first eligible student on the waitlist will automatically be enrolled into the section and sent a notification through email. Each subsequent vacancy that occurs will be filled by the next eligible* student on the list and each student will be notified through email. The student must attend the first class meeting or, in the case of an online course, must log in on the first day of the course, at which time registration status will be confirmed by the instructor.

B. If an opening occurs any time **after the course has started but before Census of the course, the student must obtain an Add Authorization from the instructor in order to register for the class:**

- Instructors may choose to provide eligible students an Add Authorization through MyShasta. Add Authorizations can be requested in-person by attending the first day of the class meeting, or by emailing the instructor to register for the class.
- Once the instructor has granted the authorization, a blue banner will appear on the section on the student's registration page in MyShasta where the student can complete the registration on or after the first day of the class meeting.

3. Payment is due by midnight of the day of registration.

4. An "ineligible" student is one who will not migrate from the waitlist into actual course enrollment for any one of the following reasons:

- The student has not completed the course prerequisite or is not currently registered in the course corequisite.
- The student has a debt owed to the college incurred during a previous term.
- The student has been placed on a waitlist for one course that conflicts with a course in which the student is already registered. Any conflict must be remedied prior to migration.
- The student has already reached the maximum allowable units prior to the migration without filing a petition for overload.
- The student does not pass the eligibility rules set up for the registration to occur.
- The student has already reached the maximum allowable opportunities to repeat the course.
- The student is attempting to "repeat" the course and fails to meet the allowed grade requirement.

5. Additional Information:

- It is the student's responsibility to monitor their status on any waitlist, and accept responsibility for any conditions which may prevent migration from the waitlist to registered status.
- If a student is deemed ineligible to migrate from the waitlist to registered status, the student will not receive official notification.
- Students who have not met prerequisite requirements or who have exceeded "repeat" limits will not be allowed to place themselves on a waitlist for the respective course.
- Students who have an outstanding unpaid balance to the college for fees incurred from a previous semester will not be allowed to place themselves on a waitlist.
- Students will not be able to register for one section of a course and get on the waitlist for another section of the same course.
- Students can choose to be on no more than one waitlist for different sections of the same course.
- Students cannot choose to be added to a waitlist of one course offered at a specific time and be registered in a different course at the same time.
- Students are able to remove themselves from the waitlist at any time.
- Should an additional section be created from the waitlist and made available at the same time/day as the original section

(as described above), students from the waitlist may be "migrated" to the new section and informed of the new section's location by the respective division.

- Students choosing to be added to the waitlist will not be charged the associated enrollment fees until they have actually become registered in the course.
- Students who have opted to be placed on the waitlist MUST attend the first class meeting.
- Students who have been placed on the waitlist that do not attend the first class meeting (or, in the case of an online course, fail to submit an email to the instructor on the first day of the course) may forfeit eligibility to register from the waitlist roster or may be deleted from the waitlist roster by the instructor.
- The waitlist is available up until the day the course begins. At that point, students will no longer be able to add themselves to the waitlist, but must obtain an Add Authorization in order to register for the course. Students' failure to attend the first class meeting or email online instructors on the first day of the term will jeopardize their status as "waitlist" candidates.

Unit Load Limitation

A normal course load is 12 to 15 units. A student wishing to take over 18 units during a regular Fall or Spring semester or 9 units in the summer term must schedule an appointment with a Counselor to review an Overload Petition. The Overload Petition must be approved prior to enrollment into units/courses that are in excess of the unit limitation. Concurrent enrollment is limited to a maximum of 11 units per semester and 7 units during the summer term (Education code 76001 and 76002).

Auditing a Course

Purpose:

1. Auditing allows students to participate in class activities beyond the course repetition limit; and
2. Auditing allows students to repeat a course with the intent of upgrading needed skills or reviewing course content.

Eligibility:

1. Students must be eligible for admission to the College as regularly enrolled students.
2. Students may audit classes only when they have exhausted repetition opportunities for the course.
3. Students must meet course prerequisites.
4. Priority in class enrollment shall be given to students desiring to take the course for credit towards a degree or certificate. (Education Code Section 76370(d)).

Fees:

1. The fee for auditing a class is \$15.00 per unit, per semester (Education Code Section 76270(a)). Material fees, if applicable, are payable with audit fees upon submitting the approved application. The audit fee is non-refundable.
2. Students enrolled in classes to receive credit for ten or more semester credit units shall not be charged a fee to audit three or fewer units per semester.

Procedures:

1. Verification of eligibility from Admissions and Records Office.
2. Instructor's signature of approval on audit form.
3. Dean of the Division's signature of approval on audit form.

See Board Policy/Administrative Procedure 4070 for more information.

Continuing Students

CONTINUING STUDENTS and RETURNING STUDENTS may register as described in the current Schedule of Classes. Students

planning to enroll in math or English classes are advised to consult with a counselor before registering. See "Placement" for details.

Transfer of Credit

In compliance with Education Code sections 66738 and 66740, Shasta College maintains a defined articulation process for general education, transfer education, and vocational/occupational education. These formal articulation agreements may vary according to the type of agreement or range of participants.

Articulation is the process of faculty review and evaluation used to determine in what manner coursework completed at one institution will meet requirements for admissions, transfer credit, general education and/or major preparation at another institution.

Articulated courses are not considered equivalent to each other; however, articulated courses at a sending institution are accepted in lieu of comparable courses at the receiving institution.

The purpose of articulation between institutions is to facilitate the process of enrolling students from high school to Shasta College and from Shasta College to four-year institutions. Shasta College endeavors to eliminate barriers to transfer of credit and supports student transition from one institution to another.

The Shasta College Articulation Officer has primary responsibility for facilitating the development and maintenance of articulation agreements with postsecondary institutions. Articulation agreements shall be sought for courses identified as comparable at Shasta College with campuses of the California State University, the University of California and appropriate regionally accredited independent/out-of-state postsecondary institutions, as well as with some government agencies. Students may receive college credit for articulated high school courses as permitted by the California Educational Code.

Students expecting to transfer to a four-year college or university can usually complete their first two years at Shasta College. Students must normally complete 60 transferable semester units to be classified as juniors upon entering a four-year college or university.

Students enrolled in a transfer program can complete their general education and most of their lower division requirements before transferring. High school subject deficiencies may be made up at Shasta College in order to meet university admission requirements. In some instances, students may qualify for transfer to the college of their choice by maintaining an acceptable grade point average in a minimum of 60.0 units of appropriate transfer courses.

Formal articulation agreements, associate degrees for transfer and other articulation and transfer resources are available on the articulation website at <https://www.shastacollege.edu/student-resources/campus-hubs/transfer-center/articulation-equivalency-what-transfers/>.

Agreements between the district and the University of California and the California State University are housed on the ASSIST website at www.assist.org. ASSIST is the official repository of articulation for California's public colleges and universities.

Requirements for Transfer Students

A student can transfer from Shasta College to a four-year college or university as a junior without loss of time or credits by completing the following:

1. Lower Division Preparation for the Major. These courses, which should be completed before transferring, provide the necessary background and preparation in order for the student to transfer into their major as a junior. Check with a Shasta College counselors regarding major preparation recommendations for your particular program and institution selection.
2. General Education Requirements (Sometimes called "Breadth Requirements"). These are the courses required to obtain a bachelor's degree regardless of major. Courses in writing, critical thinking, sciences, humanities and social sciences are included in general education. High unit majors such as engineering and the

sciences will generally follow a different set of requirements, and students should meet with a counselor for clarification and to ensure accuracy.

- Electives. When courses for the major and general education requirements have been completed, enough elective courses must be taken in order to bring the total of all course work to a minimum of 60.0 transferable units. The Transfer Center and Counseling Department sponsors Transfer Day each Fall. Call (530) 242-7570 to schedule an appointment with the Transfer Counselor.

Transfer Credits Accepted from Other Institutions

Students may transfer credits completed at another regionally accredited institution to fulfill prerequisite, general education, major, and/or elective unit requirements for the associate degree or certificate programs offered at Shasta College. Incoming transfer credits will only be accepted from institutions accredited by one of the following accrediting bodies:

- Middle States Commission on Higher Education (MSCHE)
- New England Association of Schools and Colleges Commission on Institutions of Higher Education (NEASC-CIHE)
- Northwest Commission on Colleges and Universities (NWCCU)
- North Central Association of Colleges and Schools – The Higher Learning Commission (NCA-HLC)
- Southern Association of Colleges and Schools (SACS) Commission on Colleges
- Western Association of Schools and Colleges – Accrediting Commission for Community and Junior Colleges (WASC-ACCJC)
- Western Association of Schools and Colleges (WASC)
- Senior College and University Commission (WASC-SCUC)

To be eligible for transfer credit, students must have all official transcripts sent to the Office of Admissions and Records and complete the Credit for Prior Learning Petition: Transcript Review, available on the CPL website. Counselors, Admissions and Records staff, and possibly discipline specific faculty will review course content. Admissions and Records staff will post credits as appropriate to the student's academic record with the notation that credit was earned through CPL: Transcript Evaluation. Transcripts submitted become the property of the District.

Acceptance of Upper Division Coursework

Shasta College will accept coursework completed at the upper division level under the following conditions:

- The course must have been completed at a regionally accredited college or university.
- The course must be deemed comparable to Shasta College course by the faculty in the discipline, or an appropriate designee, or through an articulation agreement. Upper division courses or more advanced courses may be used in lieu of lower division course competencies.
- The upper division course may be used to satisfy a Shasta College major requirement, an associate degree general education requirement, or a prerequisite.

Course Equivalency and Course Substitutions

Course equivalency may be determined by any of the following methods:

- Direct articulation between Shasta College and the sending institution
- Indirect articulation between Shasta College and other California Community Colleges based on approval of courses for the California Identification Number System (C-ID)
- Indirect articulation between Shasta College and a sending

institution determined by cross referencing additional public colleges and universities included in the California statewide articulation repository (ASSIST.org). For example, if a course under review is not approved for C-ID and Shasta College does not have direct articulation with the California Community College, a CSU that maintains articulation with both Shasta College and the other California Community College could be used to establish indirect articulation.

- A critical evaluation of the course to verify core elements of the course including topics, course objectives, lecture and/or lab hours, and pre/corequisites are sufficiently aligned with Shasta College courses. This review will be conducted by the counseling and/or evaluations staff. Some courses will also require review by the college Articulation Officer, appropriate faculty content experts and the appropriate dean.

Course substitutions may be approved by any of the following methods:

- Courses completed at another California Community College that are approved for an associate degree general education category as outlined in Title 5 will be applied to the same associate degree general education category at Shasta College regardless of whether or not Shasta College has an equivalent course.
- Courses completed at another California Community College or at a California State University that are approved for a CSU general education category as outlined in CSU E.O. 1065 will be applied to the parallel associate degree general education category at Shasta College.
- Courses completed at private colleges and universities that are approved for a CSU general education category as outlined in CSU E.O. 1065 will be applied to the parallel associate degree general education category at Shasta College.
- Courses completed at another California Community College that are approved for the Intersegmental General Education Transfer Curriculum (IGETC) as outlined in the Standards, Policies & Procedures for IGETC) will be applied to the parallel associate degree general education category at Shasta College.

Dropping a Class Without Record

Students may drop a class and have no notation on their transcripts through the census date of each class. **It is the student's responsibility to drop class(es).** Students can drop a class online through MyShasta. If a student intends to drop a class and stops attending but fails to properly drop/withdraw, a failing letter grade may be assigned by the instructor. Students may be dropped by the instructor based on non-participation.

Foreign Coursework

Shasta College will accept foreign coursework under the following conditions:

- Foreign coursework must first be evaluated by an accredited and approved evaluation service, and then reviewed by Shasta College evaluators.
- Some courses may also require approval by the appropriate discipline area dean and faculty.
- Courses may be used to fulfill Shasta College prerequisite, program, general education and elective unit requirements, after the foreign transcript evaluated in English is submitted for evaluation.
- Students who have already earned a Bachelor degree or higher from an accredited university are exempted from the General Education requirement. Foreign-degree holders will need to secure a transcript evaluation from an evaluation service pre-approved by the college. If the foreign transcript evaluation service determines that the foreign degree is equivalent to a Bachelor's degree issued by a regionally accredited U.S. institution, then the general education requirements for the local degrees will be met. See a counselor for exemption form.
- Shasta College will not determine course transferability to other

colleges and universities.

- Courses will not be used to certify CSU GE or IGETC requirements.
- To have foreign coursework clearance for transfer-level math and English courses for students who have graduated from high school, students need to contact one of the approved evaluation agencies and request a detailed comprehensive equivalency report that includes the following for each course: a course name in English, whether it is an upper or lower division course, its U.S. semester equivalency, and the grade the student earned.
- Actual determination of Shasta College credit for classes taken in another country will begin during an individual appointment with a Shasta College counselor after you arrive on the Shasta College campus and present your externally evaluated transcripts.
- Shasta College will accept evaluations from agencies holding current membership in the Association of Credential Evaluation Services (NACES). For a listing of members, please go to: <http://www.naces.org/members.htm>.

Student Success

SUCCESS BEGINS WITH A PLAN! The college has found that students who have supplied transcripts, attended an orientation, and developed an education plan with a counselor significantly improve their performance in college. We call this process "matriculation."

Matriculation is defined as "a process that brings a college and a student into an agreement for the purpose of achieving the student's educational goals and completing the student's course of study." The agreement involves the responsibilities of both the college and student.

The College agrees to provide:

- An admissions application process.
- An orientation to the College's programs and services.
- Placement services that maximize the probability that a student will enter and complete transfer-level coursework in English and math within the first year.
- Counseling to develop an educational plan.
- Follow-up evaluation of each student's progress in achieving an education goal.

The student agrees to:

- Identify an academic and career goal upon application.
- Complete a new student orientation, if new to the college.
- Declare a specific course of study after a specified time period of unit accumulation.
- Attend class and work diligently to complete class assignments.
- Complete courses and maintain academic progress toward an educational goal and course of study identified in the Student Educational Plan (SEP).

FIRST-TIME STUDENTS are required to take advantage of Student Support Services. Those who do will be eligible for "priority registration."

Participation in matriculation services is recommended for the following students. If you fall into one of these categories, contact the Admissions and Records Office for appropriate registration information.

1. Students who have received a full array of matriculation services at another California community college;
2. Students who plan to enroll only in courses having no English and/or math skill requirements/prerequisites;
3. Students who plan to enroll in fewer than 6 units and who have "personal interest," advancement in their current jobs, or maintenance of a certificate or license as their goals;

4. Students who have completed an Associate or higher degree and are not pursuing a program or degree objective at Shasta College; or
5. Students who have completed 30 or more semester units at another regionally accredited college or university and are not pursuing a program or degree objective at Shasta College.

Students who are exempted from matriculation services may still participate in those services. Students have the right to refuse matriculation services.

ALL OTHER FIRST-TIME STUDENTS should participate in matriculation services. The matriculation process consists of:

1. **Application:** This starts the process!
2. **Records:** Arrange to have official transcripts of high school and previous college work sent to Shasta College. These are important for counseling and program planning. Transcripts sent to Shasta College from other regionally accredited colleges and/or educational institutions at the request of a student become part of the student's permanent file and are neither duplicated nor distributed.
3. **Orientation:** The orientation program provides new students an opportunity to prepare for college. The orientation includes information about Shasta College policies and procedures, tips for college success, and instruction in using MyShasta – Shasta College's online records and registration system. Students may also choose to complete this requirement by completing the orientation online.
4. **Education Plan:** All new students must identify an academic and career goal upon application and complete a preliminary education plan to enjoy priority registration. Returning students must have a comprehensive education plan on file by the end of their 3rd semester to retain priority registration.
5. **Registration:** Students who participate in services 1 through 4 will be given "priority registration." New students who have completed the college's online orientation and developed an educational plan, as well as continuing students in good standing who have not exceeded 100 degree-applicable units will have priority over students who do not meet the criteria. We highly encourage students on academic and/or progress probation and those nearing 100 degree-applicable units to seek guidance from a counselor to carefully plan their remaining courses.

Information related to this college's matriculation policies are available to students during or prior to enrollment in the new student orientation, class schedules, and this catalog. Contact the office of the Associate Dean of Student Services should you have questions regarding student rights and responsibilities.

See Board Policy/Administrative Procedure 5050 for more information.

PRIORITY ENROLLMENT

Priority registration, in the order of priority listed below, shall be provided to students as follows:

BLOCK 1A:

- Foster youth or former foster youth (Education Code section 66025.9)
- Homeless youth or former homeless youth (Education Code section 66025.9)

To register in Block 1B through Block 4, students cannot be on probation for two consecutive semesters (Title 5, section 55031) or have earned one hundred (100) or more degree-applicable units at the district. To earn and retain priority enrollment, students must have completed orientation, assessment and developed a student education plan. Returning students and all new students must have a comprehensive education plan on file by the end of their 3rd semester. Registration priorities apply to courses offered during the summer.

BLOCK 1B:

- Member of the armed forces or military veterans (Education Code section 66025.8)

- EOPS students (Title 5, section 58108 and 56232)
- PACE students (Title 5 section 56026)
- CalWORKs students (Education Code section 66025.92)
- Tribal TANF students (Education Code section 66025.92)

BLOCK 2:

- STEP-UP students
- TRIO students
- UMOJA students
- Baccalaureate degree cohort
- Continuing Student Athletes
- Continuing students with 45.0 – 99.5 units earned at Shasta College
- Students with 100 or more units earned at Shasta College with a successful petition

BLOCK 3:

- 3A Continuing students with 30.0 – 44.5 units earned at Shasta College
- 3B Continuing students with 15.0 – 29.5 units earned at Shasta College
- 3C Continuing students with up to 14.5 units earned at Shasta College
- 3D Promise students (i.e. new, recent local high school graduates who have completed assessment, orientation and developed an education plan)

BLOCK 4:

- Returning Students
- Matriculated New students
- Matriculated Transfer students

New and transfer students who are exempt from matriculation

- College Connection / CCAP students (Education Code 76004)
- Gateway to College Students

BLOCK 5:

- Students who have been on probation for two consecutive semesters (Title 5, section 55031)
- Students with 100 or more units earned at Shasta College (Title 5, section 58108)
- New or transfer students who do not have an education plan on file by the end of their 3rd semester.

BLOCK 6:

- Concurrently enrolled 11-12 grade students

BLOCK 7:

- Concurrently enrolled students below 11th grade
- Non-matriculated new students

See *Administrative Procedure 5055* for more information.

PETITION PROCESS

Students may appeal the loss of priority enrollment due to extenuating circumstances or if they have a disability and applied for, but did not receive a reasonable accommodation in a timely manner. Extenuating circumstances are verified cases of accidents, illnesses or other circumstances beyond the control of the student. Shasta College may exempt from the 100 unit limit category those students enrolled in high unit majors or programs.

Shasta College may also allow students who have demonstrated significant academic improvement to appeal the loss of priority enrollment status. Significant academic improvement is defined as achieving a minimum grade point average of 2.0 and completing more

than 50% of units attempted in the student's most recently completed semester. Please contact the Admissions and Records office for forms and additional information.

The student must file the written petition of appeal within thirty (30) days of notification of a loss of enrollment priority. All appeals shall be submitted to the Admissions and Records Department and will be forwarded to the Priority Registration Appeals Committee. If the student fails to file a written petition within the thirty day time limit, the student waives all future rights to appeal an adverse action for that semester. It is the student's responsibility to provide clear reasons and evidence to support the appeal. The student will be continued on sanction until the Priority Registration Appeals Committee renders a decision. Completion of the appeal procedure shall be deemed to be an effort at informal resolution of the complaint.

The Priority Registration Appeals Committee will notify the student of its decision in writing within thirty days of receipt of the student's appeal. The student may appeal this decision in writing to the Superintendent/President or designee within ten (10) working days of the date of notification. The decision of the Superintendent/President or designee is final.

If the loss of enrollment priority appeal is granted, enrollment priority will be reinstated at the next available registration. Prior to the subsequent enrollment period, the student's academic record will again be evaluated to determine enrollment priority status. Priority enrollment will be re-evaluated each term.

See *Board Policy/Administrative Procedure 5050* for more information.

COUNSELING

Throughout the semester, counselors are available to assist students in planning and achieving their educational and career goals. Services are available by appointment; brief walk-in appointments are available most days and can be conducted online. Call the Counseling Center at (530) 242-7724.

Services include educational planning, career counseling, referral services and transfer information. Students should review the Counseling Department website for updates to the schedule and the availability of "Express" appointments.

ORIENTATION INFORMATION

The New Student Orientation can be completed online at [New Student Orientation](#).

Empower Students Program: All incoming and returning students are strongly encouraged to complete an online primary prevention program called Empower Students Program. This is an online program designed to help you deal with the issues of sexual assault, sexual harassment, dating violence, and stalking. Empower Students uses peer presenters, survivor testimonials, video-based scenarios, bystander testimonials and more, to cover crucial topics like consent, healthy and unhealthy relationships, what to do in the event violence occurs, and more. You will also learn how to identify potentially dangerous situations as well as how to intervene to put a stop to them. Empower Students gives you the knowledge and power to make your campus safer - for you, and for the people you care about.

Step 1: Log on to Empower Students at shastacollegestudents-ca.safecolleges.com

Step 2: Enter your Username: (Student ID)

Please note that the program will allow you to leave and re-enter the program to complete the course in several sittings if you choose without having to start over. If you run into problems taking or reentering the program, do not start over. Contact us through the HELP button and we will assist you.

For more information regarding implementation of "Empower Students Not Anymore" at Shasta College, contact Campus Safety at (530) 242-7910, option 4.

Placement**RIGHT TO ACCESS TRANSFER-LEVEL COURSES**

Shasta College works to maximize the probability that a student with a goal of transfer to a four-year institution or earning a certificate or a local associate degree will enter and complete transfer-level coursework in English and math within their first year. Consistent with California Assembly Bills (AB) 705 and (AB) 1705, Shasta College will use one or more of the following to properly place students into English and math: high school coursework, high school grades, and high school grade point average.

Shasta College placement methods will not place students in a remedial sequence or pre-transfer coursework in English or math. Additionally, Shasta College will maximize the probability that ESL students with a goal of transfer to a four-year institution or an associate degree will enter and complete a transfer level English composition course within a three-year timeframe of declaring a transfer- or degree-seeking goal.

SHASTA COLLEGE MATH AND ENGLISH PLACEMENT PRINCIPLES

Shasta College is committed to student success. Research indicates that a student's past academic performance is a superior predictor of college success. Further, students succeed in transfer level English and math courses at higher rates if they are permitted to enroll directly into those courses along with instructional support. To that end, the college will use multiple measures including high school transcripts and guided self-placement to ensure that students are placed into the highest course possible.

- Shasta College will maximize the probability that students will enter and complete transfer-level coursework in English and math within one year.
- Shasta College will not require students to enroll in remedial English or math coursework that lengthens their time to complete a degree unless placement research that includes consideration of high school grade point average and coursework shows that those students are highly unlikely to succeed in transfer-level coursework.
- Shasta College will encourage students to enroll in additional concurrent support, including additional language support for ESL students, during the same semester that they take the transfer-level English or math course, but only if it is determined that the support will increase a student's likelihood of passing the transfer-level English or math course.
- Shasta College strives to minimize the impact on student financial aid and unit requirements for the degree by offering embedded support.
- Shasta College will place students into transfer-level English if the student has high school transcripts within the last ten years and has transfer as their goal.

SHASTA COLLEGE ESL PLACEMENT PRINCIPLES

- Instruction in English as a second language (ESL) is distinct from remediation in English. Students enrolled in ESL credit coursework are foreign language learners who require additional language training in English, require support to successfully complete degree and transfer requirements in English or require both of the above.
- Shasta College will use evidence-based multiple measures for placing students into ESL coursework. For those students placed into credit ESL coursework, their placement should maximize the probability that they will complete degree and transfer requirements in English within three years.

ENGLISH DEPARTMENT PLACEMENT GUIDELINES

English Department placement guidelines follow the Multiple Measure Assessment Project default placement rules.

Students with a high school GPA ≥ 2.6 are eligible for English 1A (transfer level). No additional academic or concurrent support is required.

Students with a high school GPA of 1.9 – 2.6 are eligible for English 1A (transfer-level). Additional academic and concurrent support is recommended.

Students with a high school GPA below 1.9 are eligible for English 1A

(transfer-level). Additional academic and concurrent support is strongly recommended.

If the following applies to you, please be sure to make an appointment with a counselor:

- Students who are 18 years old or older and who have not graduated high school.
- Students who do not have high school or college transcripts.
- Students who did not attend high school in the United States.

If you don't have a transcript, counselors will work with you on a guided self-placement process. Please schedule an appointment with a Shasta College counselor for placement into an English course. Please bring a copy of your transcripts, if available, to the appointment (unofficial transcripts are accepted for the counseling appointment).

Students who need to be placed into an English as a Second Language (ESL) course should contact Jim Kortuem at (530) 242-7760.

"Estudiantes que necesitan ser asignados a un curso de inglés como segundo idioma (ESL) deben comunicarse con Jim Kortuem, y pueden comunicarse con él llamando al (530) 242-7760."

MATH DEPARTMENT PLACEMENT GUIDELINES

Most pathways to a degree or certificate at Shasta College have a math requirement. We recommend you take care of this requirement within your first year at Shasta College. Deciding on which math class to take is an important decision, and the descriptions below are the recommended steps for deciding which course to take.

Students who have grades from other colleges or who did not graduate high school within the last 10 years need to meet with a counselor and bring a copy of their unofficial high school transcripts. Students planning to earn a degree from Shasta College must submit their official transcripts to the Admissions and Records Office.

MATH DEPARTMENT PLACEMENT GUIDELINES STATISTICS/LIBERAL ARTS PATHWAY

(Multiple Measure Assessment Project)

For students who have graduated from high school within the last ten years:

Students with a high school GPA ≥ 3.0 are eligible for transfer-level Statistics/Liberal Arts mathematics. No additional academic or concurrent support is required.

Students with a high school GPA of 2.3 – 2.9 are eligible for transfer-level Statistics/Liberal Arts mathematics. Additional academic and concurrent support is recommended.

Students with a high school GPA below 2.3 are eligible for transfer-level Statistics/Liberal Arts Mathematics. Additional academic and concurrent support is strongly recommended.

MATH DEPARTMENT PLACEMENT GUIDELINES BSTEM (BUSINESS, SCIENCE, TECHNOLOGY, ENGINEERING, MATH) PATHWAY

(Multiple Measure Assessment Project)

For students who have graduated from high school within the last ten years:

Students with a high school GPA ≥ 3.4 OR students with a high school GPA ≥ 2.6 AND enrolled in a high school Calculus course are eligible for transfer-level BSTEM mathematics. No additional academic or concurrent support is required.

Students with a high school GPA ≥ 2.6 OR enrolled in high school Pre-Calculus are eligible for transfer-level BSTEM mathematics. Additional academic and concurrent support is recommended.

Students with a high school GPA ≤ 2.6 and no Pre-Calculus are eligible for transfer-level BSTEM mathematics. Additional academic and concurrent support is strongly recommended.

Students who cannot provide a high school transcript or college math

transcript from within the last 10 years can now utilize ALEKS to find the math class that will best fit their knowledge.

If you would like to use ALEKS, please make an appointment with the Testing Center.

International Students

International students must file: an international student application; proof of English competency; health history, including evidence of polio immunization shots or Sabin Oral vaccine, medical statement of immunization against measles, and a certificate of freedom from active tuberculosis; a financial support statement; verification of personal medical insurance coverage; and high school and college transcripts.

International students who will be attending pursuant to an F-1 visa must submit all required documentation prior to issuance of form 1-20 by the District. Students must meet resident determination, which includes a student visa from their residence outside of the U.S., or a U.S. visa that permits entry solely for a temporary purpose.

In order to successfully participate and complete college level classes, international students must be able to listen, read, speak and write in the English language. The English Proficiency test score is a requirement for admission to the College.

Below is a list of assessments that international students may use to demonstrate English proficiency. Results more than two years old will not be accepted.

English Language Assessment Instruments	Students may enter directly into an academic program if they score:
Test of English as a Foreign Language (TOEFL): <ul style="list-style-type: none"> Paper-based test Internet-based test Computer-based test 	500 or above 61 or above 173 or above
International English Language Testing system (IELTS)	Band 5.0 or above
Society for Testing English Proficiency (STEP)	Grade 2A or above (Grade Pre-1, Grade 1)
PTE Academic (Pearson)	44 or above
Duolingo	85 or above
iTEP (International Test of English Proficiency) Academic	3.5 or above

International students may also demonstrate English proficiency through the following English proficiency waivers. A waiver must be verified by a transcript or other documentation.

Waiver Type	Required Score / Documentation
High / Secondary school completion in countries where English is the primary language of instruction. (Contact Admissions and Records a list of eligible countries.)	Official transcript
Completion of 3+ years at an international high / secondary school where English is the primary language of instruction.	Official transcript and a letter on the school's letterhead stating that English was the primary language of instruction.
International Baccalaureate (IB) English A HL or SL	"4" or higher
Completed English A and B courses in Scandinavian countries	Sweden: "C" or higher Norway: "4" or higher Others: "VG" or "MVG"
Gaokao (Chinese National College Entrance Exam)	English Score 80 or Above

Completed college-level English classes at a College or University where English is the primary language of instruction.	Official transcript with grades "C" or higher.
Students who were enrolled in a United States high school for one or more years.	Official transcript

International students who meet all the admission requirements except the aforementioned English Language proficiency may be admitted as provisional students and must take and pass the ESL classes and maintain a full-time (minimum 12 units) status as per USCIS regulations before achieving regular admission status.

Subsequent semester placement into academic courses will be based on ESL assessment.

International students who score below the minimum required ESL levels will not be accepted.

International students considered citizens or residents of a foreign country will pay, in addition to in-state enrollment fees, out-of-state tuition at the time of enrollment.

The admission criteria for international students who intend to take Shasta College classes online while remaining in their home country are the same as those of domestic students with the exception of the English proficiency requirement.

International students applying for the fall semester must complete their applications by June 1. Students applying for the spring semester must complete their applications by November 1. Incomplete applications will be redirected for the following semester admission consideration. At the end of one year from initial application the files of students who do not enroll are destroyed.

International students wishing to attend Shasta College should direct their questions and applications to the Admissions and Records Office, and see our website at internationalstudents.shastacollege.edu.

See Board Policy/Administrative Procedure 5012 for more information.

Prerequisites, Corequisites, Limitations on Enrollment, and Advisories

FREQUENTLY ASKED QUESTIONS

What is an "advisory on recommended preparation"?

Advisories are intended to identify skills which will broaden or deepen a student's learning experience, but without which the student can still succeed in the course. The college does not block enrollment in a course for lack of advisory skills.

Where can I find advisories for each course?

If a class has an advisory, it will be stated as part of the course description in the Catalog, and will be listed with the course in the Schedule of Classes.

What is a "limitation on enrollment"?

All courses are open to enrollment to any student who has been admitted to the college, with the following exceptions. Title 5 Section 58106 allows the college to limit enrollment in specific courses or programs by using: 1) prerequisites and corequisites; 2) health and safety considerations; 3) practical considerations such as facilities limitations, faculty availability and funding limitations; 4) registration systems such as a first-come-first-served, or priority system; 5) statutory, regulatory, or contractual requirements; 6) auditions and tryouts for intercollegiate competition, honors, or public performances courses; 7) blocks of courses for cohorts of students. **NOTE: Shasta College enforces limitations on enrollment.**

How do I know which classes have limitations on enrollment?

If a class has a limitation on enrollment, it will be specifically stated as part of the course description in the Catalog, and will be listed with the course in the Schedule of Classes.

What is a "prerequisite" or "corequisite"?

"Prerequisite" means a condition of enrollment that a student is required to meet in order to demonstrate current readiness for

enrollment in a course or educational program. (Title 5, Section 55200(a)) Such a condition of enrollment can be a course or other preparation a student must have before being permitted to enroll in a target course. Prerequisites provide the student with knowledge and/or a set of skills that substantially increase a student's success. For example: Introduction to Managerial Accounting (ACCT 4) has a prerequisite of Introduction to Financial Accounting (ACCT 2) with a grade of "C" or higher.

There are two types of corequisites: two-way corequisites and one-way corequisites. A "two-way" corequisite is when two (or more) courses are so intertwined that neither course stands alone. A student would not have a reasonable chance to be successful in either course without being concurrently enrolled in both courses. A "one-way" corequisite is when one of the courses depends on the content of the other course, but not vice-versa. Here, only one course would list the other as a corequisite. Often, with one-way corequisites, if you have previously completed the corequisite course, you may be qualified to enroll in the target course.

Why does Shasta College enforce prerequisites and co-requisites?

We are legally required to enforce prerequisites. The Shasta College faculty has carefully selected prerequisites by evaluating the skills and concepts needed for success in a target course. They are intended to ensure that a student has a reasonable chance for success. For these reasons, enforcement of prerequisites is in the interest of all students.

How can I satisfy a Prerequisite?

There are three ways you can satisfy a prerequisite at Shasta College.

1. You received a grade of C or higher in the prerequisite course at Shasta College.
 - A. If you completed the prerequisite course with a grade of C or higher, you will be allowed to enroll in the target course (as long as space is available).
 - B. If you are currently attending the prerequisite course at the time of registration, you will be allowed to conditionally enroll in the target course for the following semester or summer session (as long as space is available). However, when grades are submitted at the end of the semester, if you did not receive a grade of C or higher in the prerequisite course, you will be dropped from the target course.
2. You satisfied the prerequisite through Course Equivalency. There are four ways to satisfy a prerequisite through Course Equivalency: 1) You received a grade of C or higher in an equivalent course at another college, 2) You have a qualifying score on the AP Exam, 3) You received CLEP credit for the prerequisite course, course or 4) You satisfied equivalency through another method of Credit for Prior Learning. (For further information about AP Exam scores and CLEP credit, see a counselor, or refer to the Catalog. See the Catalog for additional information regarding Credit for Prior Learning.)

If you believe you have satisfied the prerequisite through Course Equivalency, then before registration, you can submit a Prerequisite Override Petition to the Admissions and Records office. It is your responsibility to provide supporting documentation, such as transcripts and course description(s) from your previous college(s). You will be allowed to enroll conditionally in the target course for ten working days. If, at the end of ten working days, you cannot provide documentation that you have met the prerequisite through Course Equivalency, then you will be dropped from the course.

3. You satisfied the prerequisite through Multiple Measures. Shasta College recognizes that you may have gained the prerequisite skills for some courses by means other than the two mentioned above. For example, you may have completed high school courses that covered the same topics as the prerequisite course. Or, perhaps you gained the prerequisite skills through work experience. Whatever the means, if you have gained skills that are equivalent to those that you would

get by taking the prerequisite course at Shasta College, you should take your supporting documentation to a Shasta College counselor before you try to register. The counselor will direct you through the Multiple Measures Procedure.

Note: Because you will be unable to enroll in the target course until a counselor determines that you have satisfied the prerequisite through Multiple Measures, it is in your best interest to see a counselor before attempting to register for the course.

Note: If you have a disability and believe that you could be successful in the class with reasonable accommodations then see a PACE counselor, or Learning Disability Specialist, (530) 242-7790, before attempting to register for the course.

Can I challenge a prerequisite or corequisite?

Yes, you can. The five grounds for a student to challenge a prerequisite or corequisite are:

1. The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or corequisite;
2. The prerequisite or corequisite has not been established in accordance with the district's process for establishing prerequisites and corequisites;
3. The prerequisite or corequisite is in violation of Title 5;
4. The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner;
5. The student will be subject to undue delay in attaining the goal of their educational plan because the prerequisite or corequisite course has not been made reasonably available, or accessible. For a full description see Title 5, Section 55201(f).

If you believe you have grounds for filing a challenge, complete the Prerequisite Override Petition and submit to the Admissions & Records office. If you choose to file a challenge, you have the responsibility of showing that grounds exist for the challenge.

Note: If you are citing reason #1 as the basis for challenging the prerequisite/corequisite, you must first have failed to meet the prerequisite/corequisite through the Multiple Measures Procedure. You should seek advice regarding the challenge from a Counselor.

PREREQUISITE/COREQUISITE CHALLENGE PROCEDURE

The student can obtain a Prerequisite Override Petition from the Admissions and Records website under the "Forms for Students" page. The Office of Instruction will retain documentation of Board Policy and Title 5 regulations regarding prerequisite/corequisite challenges. A student may review this information prior to submitting a Prerequisite Override Petition. A student who chooses to challenge a prerequisite or corequisite may do so for any of the following reasons:

1. The student has the knowledge or ability to succeed in the course or program despite not meeting the prerequisite or corequisite;
2. The prerequisite or corequisite has not been established in accordance with the district's process for establishing prerequisites and corequisites;
3. The prerequisite or corequisite is in violation of Title 5;
4. The prerequisite or corequisite is either unlawfully discriminatory or is being applied in an unlawfully discriminatory manner;
5. The student will be subject to undue delay in attaining the goal of their educational plan because the prerequisite or corequisite course has not been made reasonably available, or accessible;

If a student is citing reason #1 as the basis for challenging the prerequisite/ corequisite, the student must first have failed to meet the prerequisite/ corequisite through the Multiple Measures Procedure.

A statement of specific skills and abilities needed to enter the class for which the challenge is being issued will be made available to the student through the Office of Instruction, Room 115, on any workday.

The student must complete a Prerequisite Override Petition. The

student must attach a completed and signed Multiple Measures Form to the Prerequisite Override Petition. The student must return these forms along with the other supporting documentation to the Associate Dean of Student Services. The student has the obligation to provide satisfactory evidence that the challenge should be upheld. Without supporting documentation, the application for a challenge will be considered incomplete and the challenge will be denied. When a complete application is filed, the Associate Dean of Student Services will forward the Prerequisite Override Petition and supporting documentation to the appropriate Academic Division Office. The Division staff will arrange a Challenge Hearing.

If the Prerequisite Override Petition is submitted during the period when the student is eligible to register for the course, and if space is available, then the student will be conditionally enrolled in the target course until resolution of the challenge is complete.

Two or more faculty members will conduct the Challenge Hearing. If possible, the faculty members will be from a discipline closely related to the target course. The student will have the right to attend and speak at the Challenge Hearing. Staff from the appropriate Academic Division Office will attempt to notify the student regarding the time and location of the Challenge Hearing at least one business day prior to the start of that hearing. The results of the Challenge Hearing will be documented and forwarded to the student and to the Admissions and Records Office within five business days from the date that the challenge was filed with the Associate Dean of Student Services. If the college has not made a decision within five working days then the student's challenge is upheld and the Admissions and Records Office will allow the student to enroll in the course.

If a student is citing reason #2, #3, #4 or #5 as the basis for challenging the prerequisite/corequisite, the student must submit a completed Prerequisite Override Petition along with supporting documentation to the Assistant Superintendent/Vice President of Instruction in the Office of Instruction, Room 115.

The student has the obligation to provide satisfactory evidence that the challenge should be upheld. Without supporting documentation, the application for a challenge will be considered incomplete and the challenge will be denied. When a complete application is filed, the Vice President of Instruction will conduct a Challenge Hearing. This hearing will include as voting members the Vice President of Instruction, one faculty from the Curriculum Council, and one other faculty, preferably from a discipline closely related to the target course.

The student will have the right to attend and speak at the Challenge Hearing. Staff from the Office of Instruction will attempt to notify the student regarding the time and location of the Challenge Hearing at least one business day prior to the start of that hearing. The results of the Challenge Hearing will be documented and forwarded to the student and to the Admissions and Records Office within five business days from the date of the hearing. If the college has not made a decision within five working days then the student's challenge is upheld and the Admissions and Records Office will allow the student to enroll in the course.

Note 1: Students who submit a Prerequisite Override Petition claiming that a specific disability is a factor in their challenge rationale must forward a copy of the Prerequisite Override Petition to the Disability Resource Center. The Partners in Access to College Education (PACE) Office will determine if accommodations or academic adjustments are warranted.

Note 2: Students who initiate the challenge procedure during registration may obtain the Prerequisite Override Petition at the Admissions and Records webpage under registration and submit the completed form along with supporting documentation. If space is available, the student will be provisionally enrolled in the target course until resolution of the challenge is complete. Staff will forward it to the Associate Dean of Student Services, or to the Vice President of Instruction as appropriate. The Challenge Procedure will then proceed as outlined above.

Registration and Related Fees, Including Transcripts

1. Enrollment Fee: Refer to current class schedule or visit the Shasta College [website](#).
2. Student Health Fee: Refer to current class schedule or visit the Shasta College website.
3. Campus Center Fee: Refer to current class schedule or visit the Shasta College website.
4. Out-of-State Tuition: Refer to current class schedule or visit the Shasta College website.
5. Day and evening parking fee: Refer to current class schedule or visit the Shasta College website (Campus Safety).
6. Student Representation Fee (Voluntary): Refer to current class schedule or visit the Shasta College website.
7. Student Events and Activities Fee (Voluntary): Refer to current class schedule or visit the Shasta College website.

NOTE: Fees are subject to change. The fee schedule is published each semester in the [Schedule of Classes](#).

See Board Policy/Administrative Procedure 5030 for more information.

Instructions for submitting written request for Shasta College Transcript:

Shasta College has partnered with Parchment to accept transcript orders over the internet through a secure website. Parchment will facilitate your request 24 hours per day, 365 days per year. If you are not comfortable placing an order over the internet, you can call Parchment at (847)716-3005 to place your transcript request. There is an additional operator surcharge for placing orders over the telephone. Please visit the Shasta College Transcript website or the link provided in MyShasta for transcript fee information and to place an order.

Students have the option to an electronic official transcript, physical mailed official transcript and/or to pick up in person a physical official transcript. Students picking up in person an official transcript will be requested to showcase valid identification.

Students permitting a Proxy to pick up their official transcript on their behalf, must have stated the Proxy's full name and phone number in the order. At the time of pick up, the Proxy will need to provide valid identification matching their name as provided in the Parchment order.

Students selecting to attach AP scores, the General Ed Patterns of the GEC, and/or the IGETC for official transcript requests, will automatically place your order on hold for an evaluator to find AP scores on file and to evaluate your transcript for the GEC and/or the IGETC. Please note, the GEC pattern is for students planning to transfer to a California State University (CSU). The IGETC pattern is for students planning to transfer to a University of California (UC).

Regular service processing is 4 to 5 business days. Rush service processing is 2 to 3 business days. During the beginning/end of each semester please allow up to 20 business days for Regular service and 15 business days for Rush service of official transcripts.

Transcripts which contain courses prior to Spring 2003 are considered offline records and may not be available through a student's MyShasta account. Please contact the Admissions and Records Office to request a copy of those records. Student official transcript orders with offline records may also be placed on an automatic hold for an evaluator to confirm all offline courses have been placed on the transcript.

*The processing fee for the first two transcript(s)/verification(s) ever issued in a lifetime are waived. Multiple requests are sealed in individual envelopes. A separate request form must be completed for each different address.

Shasta College will not fax or email official transcripts directly to the student. All official transcript requests are processed through Parchment.

Students may obtain unofficial copies of their Shasta College transcript through MyShasta or by contacting the Admissions and Records Office.

Correctional facilities seeking to request official transcripts for former

Shasta College students that are currently incarcerated, please email at transcripts@shastacollege.edu.

REFUNDS

The enrollment fee is refundable if a class is dropped during the first two weeks of the semester or the first 10% of the class (subject to change for short-term classes). **It is the student's responsibility to drop class(es).** The Student Health Fee and the Campus Center Fee is refundable if a student withdraws from college during the first two weeks of instruction (subject to change for short-term classes). Contact the Admissions and Records Office for the Out-of-State Tuition refund policy. Refunds will be mailed each month. Keep your address current with the Admissions and Records Office.

Students who are awarded California College Promise Grant (CCPG) after they have paid their enrollment fees will be reimbursed only for the semester in which they are granted the CCPG. The CCPG will not be applied retroactively to prior semesters.

REFUNDS FOR NON-RESIDENT TUITION IS PRORATED AS FOLLOWS:

Prior to and during first week of instruction	100%
During second week class instruction	75%
During third week class instruction	50%
During fourth week class instruction	25%

After fourth week of class meetings NO REFUNDS WILL BE GIVEN.

*Non-Resident tuition refunds for classes less than a full-term length will be prorated according to the above schedule.

Shasta College reserves the right to change fees and related refund policy without notice.

Residency

Whether you are a resident of California or a non-resident determines the fees you pay. Residence classifications are determined through a review of the information you provide in the residence portion of your admissions application. A non-resident student is a person who does not have residence in the state of California for more than one year immediately before the residence determination date. Residence is that location with which a person is considered to have the most settled and permanent connection; it is also that place where that person intends to remain, and during absences, intends to return. Residence is a combination of physical presence in a place with evidence that the intent is to remain at that place for an indefinite period of time. A nonresident student must pay out-of-state tuition at the time the student registers. Once classified as a nonresident, a student must apply to the Admissions and Records Office for reclassification as a resident.

CALIFORNIA DREAM ACT OF 2011

The California Dream Act of 2011 is the result of two bills, Assembly Bill 130 (AB 130) and Assembly Bill 131 (AB 131). Together, these bills allow undocumented and documented students who meet certain provisions of AB 540 law to apply for and receive private scholarships funneled through public colleges/universities (AB 130). Effective January 2013, students may be eligible for state-administered financial aid, Cal/university grants, and community college fee waivers (AB 131). For detailed information view http://www.csac.ca.gov/dream_act.asp. To apply for the California Dream Act:

- Complete the Dream Act application at http://www.csac.ca.gov/dream_act.asp by March 2nd.
- Submit your final High School Transcript to the Admissions and Records Office.
- Complete the CA Non-Resident Tuition Exemption Request form and submit to the Admissions and Records Office. This form can be accessed at www.shastacollege.edu/admissions-registration/residency-information.
- Once your Dream Act Application has been received by Shasta College, the Financial Aid Office will email you regarding the completion of your Dream Act file.

AB540 ELIGIBILITY REQUIREMENTS

Under the provision of the California state Assembly Bill 540 (AB 540), some California non-residents may pay in-state fees. To qualify, a student must meet **all** the following requirements:

- Attended a combination of California high school, adult school, and California Community College for the equivalent of three years or more, **or**
- Attained credits earned in California from a California high school equivalent to three or more years of full-time high school course work and attended a combination of elementary, middle and/or high schools in California for a total of three or more years, **and**

The student must have:

- Graduated from a California high school or attained the equivalent prior to the start of the term (for example, passing the GED or California High School Proficiency exam), **or**
- Completed an associate degree from a California Community College, **or**
- Completed the minimum requirements at a California Community College for transfer to the California State University or the University of California, **and**
- The student must register as an entering student at, or current enrollment at, an accredited institution of higher education in California, **and**
- The student must file an affidavit with the college or university stating that if the student is a non-citizen without current or valid immigration status, the student has filed an application to legalize immigration status, or will file an application as soon as the student is eligible to do so. (This requirement does not apply to those with legal residency).

See Board Policy/Administrative Procedure 5015 for more information.

Special Admits

SPECIAL PART-TIME ENROLLMENT (CONCURRENT ENROLLMENT)

A high school student wishing to enroll in Shasta College classes must have the permission of their high school principal, parent/legal guardian if under the age of 18, and follow instructions detailed on the Concurrent Enrollment Form. Forms are available at the local high schools or online at www.shastacollege.edu/hsplacement. If the student's intended courses require a pre-requisite, they must contact the Counseling Center at (530) 242-7724 for a pre-requisite clearance appointment before they can register in the intended classes. Shasta College prohibits the release of information without the written consent of the student; allows course content that is not altered for concurrent students and is intended for adults; accepts no responsibility for extraordinary supervision of concurrently enrolled students; and assumes no responsibility for the student's class selection.

Voter Registration

Shasta College is committed to sponsoring events and activities that are nonpartisan in nature that are designed to increase civic learning, democratic participation, civic engagement, and voter turnout. Information about how to register to vote along with other voting access information will be distributed to all students. Under the National Voter Registration Act (NVRA) of 1992, Partners in Access to College Education (PACE) is designated as an Agency-Based Registration Site where students are offered information, voter registration application forms, and the opportunity to become registered voters. Information about voting access and campus-based activities can be found at www.shastacollege.edu/student-life and on the PACE website.

American Opportunity and Lifetime Learning Education Tax Credits

In accordance with the Taxpayer Relief Act of 1997, Shasta College will provide Tax Form 1098-T at the end of January to each student

who paid enrollment fees in the prior calendar year and was officially enrolled as of the course census date. This information is also provided to the IRS. It is the student's responsibility to provide proof of payment in accordance with IRS regulations. Please check with a tax preparer to determine if you are eligible for either of these tax credits or contact the IRS directly at (800) 829-1040 or at www.irs.gov.

AB 540/California Nonresident Tuition Exemption

Any student, other than one with United States Citizenship and Immigration Services (USCIS) **nonimmigrant** visa status (see exception below for students who have been granted T or U visa status), who meets all of the following requirements, shall be exempt from paying nonresident tuition at the California Community Colleges, the University of California, and the California State University (all public colleges and universities in California).¹

- A student is exempt from paying nonresident tuition if the student meets *all* of the following four requirements:
 1. The student must have:
 - attended a combination of California high school, adult school, and California Community College for the equivalent of three years or more;² or
 - attained credits earned in California from a California high school equivalent to three or more years of full-time high school course work **and** attended a combination of elementary, middle and/or high schools in California for a total of three or more years;³ and
 2. The student must have:
 - graduated from a California high school or attained the equivalent prior to the start of the term (for example, passing the GED or California High School Proficiency exam), or
 - completed an associate degree from a California Community College, or
 - completed the minimum requirements at a California Community College for transfer to the California State University or the University of California, and
 3. The student must register as an entering student at, or current enrollment at, an accredited institution of higher education in California, and
 4. The student must file an affidavit with the college or university stating that if the student is a non-citizen without current or valid immigration status, the student has filed an application to legalize immigration status, or will file an application as soon as the student is eligible to do so.
- Students who are nonimmigrants who are victims of trafficking, domestic violence, and other serious crimes who have been granted T or U visa status, under Title 8 of the United States Code, sections 1101(a)(15)(T) or (U) are eligible for this exemption.⁴
- Students who are nonimmigrants, other than those with T or U visa status as noted above, [for example, those who hold F (student) visas, B (visitor) visas, etc.] are not eligible for this exemption.
- A year's equivalence at a California Community College is a minimum of 24 semester units of credit or 36 quarter units of credit. For noncredit courses, a year's attendance is a minimum of 420 hours, 210 hours for a semester, and 140 hours a quarter.
- The accumulation of credit and/or noncredit in any academic year shall be calculated in reference to a year's equivalence. Partial completion in an academic year is allowed. (Example: 12 units of credit courses in an academic year is equal to a semester for purposes of determining eligibility.)
- The student must file an exemption request including a signed affidavit with the college that indicates the student has met all applicable conditions described above. Student information obtained in this process is strictly confidential unless disclosure is required under law.
- Students eligible for this exemption who are transferring to another California public college or university must submit a new request (and documentation if required) to each college under consideration.
- Nonresident students meeting the criteria will be exempted from the

payment of nonresident tuition, but they will *not* be classified as California residents. They continue to be "nonresidents".

- The California Dream Act extends Cal Grant A and B Entitlement awards, Cal Grant C awards, the California Promise Grant (formerly known as the BOG fee waiver), Chaffee grants, and institutional financial aid to students that meet these criteria as well as the applicable criteria for eligibility for specific types of financial aid.
- AB540 does not provide federal student financial aid eligibility for undocumented students. These students remain ineligible for federal financial aid.

PROCEDURES FOR REQUESTING THIS EXEMPTION FROM NONRESIDENT TUITION

California Community Colleges: Complete the form entitled California Nonresident Tuition Exemption Request. Submit it to the Admissions Office at the community college where you are enrolled or intend to enroll. You may be required to submit additional documentation. Call the college Admissions Office if you have questions. To complete the form for submission to Shasta College, visit www.shastacollege.edu/admissions-registration/residency-information/.

University of California: The University of California (UC) campuses each have their own nonresident tuition exemption application and affidavit forms. Requests are not to be submitted until you have been admitted to a UC campus and have filed both a Statement of Intent to Register and also a Statement of Legal Residence. For campus-specific instructions regarding documentation and deadline dates, contact the campus personnel knowledgeable about AB 540 classifications: [campus support](#).

California State University: Complete the form on California Nonresident Tuition Exemption Request. Contact the Office of Admission and Records at the CSU campus where you are enrolled or intend to enroll for instructions on submission, deadline information, and additional requirements. You will be required to submit final high school transcripts and appropriate records of high school graduation or the equivalent, if you have not done so already. Call the Office of Admissions and Records at the campus if you have questions.

¹This exemption to the requirement to pay the nonresident tuition fee is often referred to "AB 540" after the Assembly Bill which enacted the exemption. (Ed. Code, § 68130.5.)

²In 2018, Senate Bill 68 was enacted to further expand the AB 540 exemption to allow adult school and noncredit course work to establish eligibility.

³In 2014, Assembly Bill 2000 was enacted amending Education Code section 68130.5 to allow this additional flexibility in meeting the requirements for the exemption.

⁴In 2012, Assembly Bill 1899 was enacted into law exempting holders of T and U visas from paying nonresident tuition. (Ed. Code, § 68122.)

Chapter 2: Financial Aid

Financial Aid/Scholarships (530) 242-7650 Room 139

FINANCIAL AID

The Financial Aid Office helps students fund their educational objective by administering federal and state financial aid programs. Eligible students are awarded in a timely manner so they can create a budget and be financially prepared for college. It is our belief that a well-prepared student is a successful student. Awarding financial aid equips our students with one of the resources needed to be successful in college. Fundamental principles of administering financial aid are that the primary responsibility for the cost of a college education belongs to the student and their family. Financial aid is intended to supplement the family's own resources and contributions and increase the access to higher education for students with financial need.

HIGH SCHOOL DIPLOMA REQUIREMENT

Students must have a high school diploma or its equivalent to be eligible for Federal Student Aid and most state financial aid. If a student receives Title IV financial aid without having a high school diploma, or its equivalent, the student will be responsible for repaying any funds received.

FINANCIAL AID WEBPAGE AND MYSHASTA

The Financial Aid webpage is located at shastacollege.edu/fa and provides information about the financial aid programs and processes, important updates and answers to most financial aid questions. For specific information about awarded financial aid, documents needed, and important information related to eligibility, students should log in to MyShasta Financial Aid. Email is the primary means by which students are contacted and students should have a current, valid email address on file. Specific questions about financial aid can be answered in person at the Admissions & Financial Aid Office, over the phone at (530) 242-7650, or by email to financialaid@shastacollege.edu. If a student has a more complex issue, our staff may recommend an appointment with a Financial Aid Specialist. A student's identity will be verified before releasing any identifiable personal information related to the student's account. The student must be present or provide a written authorization (Release of Information form) along with a photo ID in order to release any information to family members.

BOOK ASSISTANCE (GRANTS/LOANS)

Visit www.shastacollege.edu/fa_books for the many resources regarding assistance with books.

SCHOLARSHIPS

The Financial Aid Office administers a scholarship program that awards more than \$180,000 to students each year. Not all scholarships are based on academic achievement; some consider financial need, field of study, and other academic/professional interests. Shasta College scholarship offerings are exclusively available to Shasta College students. Visit www.shastacollege.edu/fa_scholarships for more information.

IMPORTANT DATES TO REMEMBER

Before the academic year starts	Submit your 2023-24 FAFSA for the 2023-24 school year if you have not already. If your 2023-24 FAFSA is already submitted, log into MyShasta and check My Financial Aid to see if you need to submit any missing documents for Financial Aid.
July 5, 2023	Apply for 2023-24 Student Loans, if needed
August 1, 2023	Apply for Fall Book Grants/Loans , if needed
August/September 2023	Fall 2023 Scholarship application period opens
September 2, 2023	Cal Grant Competitive deadline to submit your 2023-24 FAFSA or CADAA for the 2023-24 school year
October/November 2023	Deadlines for Fall 2023 Scholarship applications
December 2023/January 2024	Spring 2023 Scholarship application period opens
January 1, 2024	Apply for Spring Book Grants/Loans and Scholarships
January 1, 2024* *May be available as early as December 2023 – pending FAFSA release date	Submit your 2024-25 FAFSA or CADAA for the 2024-25 school year
March 2, 2024	Cal Grant Entitlement deadline for the 2024-25 academic year; submit your 2024-25 FAFSA or CADAA by this date to maximize potential aid.
March 2024	Submit your 2024-25 California College Promise Grant (CCPG) Application
March 2024	Deadlines for Spring 2024 Scholarship applications
April 2024	Submit any missing financial aid paperwork to the financial aid office for the 2024-25 academic year (check MyShasta > My Financial Aid)

Financial Aid for Enrollment Fees

If you are a California resident, or are classified as an AB540 student with Admissions and Records, you may qualify for a California College Promise Grant (CCPG) to cover your enrollment fees. The 2023-2024 CCPG waives the Summer 2023, Fall 2023, & Spring 2024 enrollment fees. There are three methods by which to qualify for the CCPG. To be evaluated for Method A and B, students may complete an online application found at www.shastacollege.edu/fa_ccpg. Students need to reapply **once per academic year** (beginning of March during the spring semester) to have their eligibility evaluated for one of the following methods:

1. Method A (CCPG A):

If you or your parent(s) are currently receiving monthly cash assistance for yourself or any dependents:

- a. Temporary Assistance for Needy Families (TANF) / CalWORKs; or
- b. Supplemental Security Income (SSI/SSP); or
- c. General Assistance

Or fall into one of the following special classifications:

- a. Deceased/Disabled Veterans Dependent's Fee Waiver – Certification provided by the California Department of Veterans Affairs or your county Veterans Services Office or the National Guard Adjutant General.
- b. A recipient of the Congressional Medal of Honor or a child of a recipient, or a dependent of a victim of the September 11, 2001 terrorist attack.
- c. A dependent of deceased law enforcement/fire suppression personnel killed in the line of duty.

2. Method B (CCPG B):

For 2023-2024, if you fall within these income levels:

Family Size	Base Year (2021) Income
1	\$20,385
2	\$27,465
3	\$34,545
4	\$41,625
5	\$48,705
6	\$55,785
7	\$62,865
8	\$69,945
+	Add \$7,080 for each additional family member

3. Method C (CCPG C):

Students who do not meet Method A or B standards should submit the Free Application for Federal Student Aid (FAFSA), found at www.fafsa.ed.gov, or for students who are undocumented and qualify for AB540, the CA DREAM Act Application (CADAA), found at <https://dream.csac.ca.gov/>, to be considered for the California College Promise Grant through Method C (if your data shows a financial need of \$1,104.00 or higher).

DEADLINES

To file for a CCPG through the FAFSA or the CADAA, apply now. Applications can take 2-4 weeks to process depending on the time of year. Plan on applying for the CCPG at least two weeks prior to registration. If awarded, the CCPG will waive the enrollment fees at the time of registration. The CCPG does not waive the Campus Center Fee, Health Center Fees, or material fees.

Students who are awarded a CCPG after they have paid their enrollment fees will be reimbursed only for the semester(s) in which they are granted the CCPG. The fee waiver may be applied retroactively within the academic year. No reimbursements will be made after June 30th.

For further information contact: SHASTA COLLEGE FINANCIAL AID OFFICE, Room 139, by phone (530) 242-7650 or via email at financialaid@shastacollege.edu.

LOSS OF A CALIFORNIA COLLEGE PROMISE GRANT

Beginning Fall 2016, a student shall become ineligible for a California College Promise Grant (CCPG) if the student is placed on academic or progress probation, or any combination thereof, for two consecutive primary terms. Loss of eligibility shall become effective at the first registration opportunity after such determination is made. The District shall notify students of their placement on academic or progress probation no later than thirty days following the end of the term that resulted in the student's placement on probation.

There are a number of student support services available to assist students in maintaining eligibility, including counseling, assessment, tutoring, and education planning services. Please call 530-242-7650 for additional information. Students are also advised to schedule an appointment with a counselor to determine which student support

services would best assist them in maintaining and reestablishing CCPG eligibility.

A student may appeal the loss of a CCPG due to any of the following:

1. Extenuating circumstances;
2. When a student with a disability applied for, but did not receive, a reasonable accommodation in a timely manner;
3. Changes to a student's economic situation;
4. Evidence a student was unable to obtain essential support services; and/or
5. Special consideration of factors for CalWORKs, EOPS, PACE, and Veteran students.

Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances that might include documented changes in the student's economic situation or evidence that the student was unable to obtain essential student support services. Extenuating circumstances also include special consideration of the specific factors associated with Veterans, CalWORKs, EOPS, and PACE student status. Students who have demonstrated significant academic improvement may retain or appeal the loss of the California College Promise Grant. Significant academic improvement is defined as achieving no less than the minimum grade point average and progress standard established in section 55031 (a) and (b). A student who successfully appeals the loss of enrollment priority shall also have California College Promise Grant eligibility restored.

Foster Youth shall not be subject to loss of the California College Promise Grant (BOG) due to placement on academic or progress probation. This exemption for Foster Youth is effective until the date specified in Education Code section 66025.9(c).

A California College Promise Grant appeal form may be obtained at the Admissions and Records Office or online at www.shastacollege.edu/admissions (look for "Forms for Students" and "Appeals and Waivers"). The completed California College Promise Grant Appeal Form may be submitted via email to admissions@shastacollege.edu, in person to the Admissions and Records Office in Building 100, room 139, or via mail to: Admissions and Records Department, 11555 Old Oregon Trail, P.O. Box 496006, Redding, CA 96049-6006, Attn: Appeals Committee. Please include all supporting documentation with your completed appeal form.

The fee waivers subject to revocation are described in California Education Code (CEC) Section 76300(g)(1). Other fee waivers, such as the College Tuition Fee Waiver for Veteran Dependents (CalVET), authorized outside of Section 76300(g)(1) are considered special categories and are not subject to loss due to the Section 76300(g)(1) standards.

Registration and Related Fees

Refer to Chapter 1 – Admission and Enrollment Information.

Debts Owed to the College

Students who fail to comply with College rules or regulations, return property owned by the College, pay debts owed to the College, or pay for damaged College property may not be allowed to register, receive degrees or certificates, receive enrollment verifications, and/or receive other services related to student records. If payment is not received within a reasonable timeframe, the students account may be sent to collections through the Chancellors Office Tax Offset Program (COTOP). When the student has cleared the obligation with the College, the impoundment of records will be removed.

If a student has received financial aid and has an overpayment or owes money to the College due to a Return to Title IV obligation, the student will be held to the institutional policy stated above.

If a student has a current balance owed to the College and the student is trying to register, they may set up a Payment Plan through NelNet, the College's payment plan partner, at www.shastacollege.edu/paymentplan.

Chapter 3: Programs of Study

Program Matrix

DISCIPLINE	Transfer Degree - ADT	Associate Degree	University Studies Degree	General Studies Degree	Certificate (16+ units)	Low Unit Certificate (less than 16 units)	Noncredit Certificate	Bachelor Degree
Administration of Justice								
Administration of Justice	AS-T.1003 (pg. 43)	AS.1001 (pg. 43)						
Public Safety and Services				AS.1503 (pg. 44)				
Agriculture								
Agriculture Animal Science	AS-T.2004 (pg. 44)							
Agriculture Business	AS-T.2003 (pg. 45)							
Agriculture – Equipment Operations & Maintenance					CL.3425 (pg. 45)			
Agriculture – Forest Science and Technology		AS.1494 (pg. 45)						
Agriculture – Horticulture and Landscaping		AS.1492 (pg. 46)						
Agriculture – Horticulture – Irrigation						CL.3426 (pg. 47)		
Agriculture: Natural Resources		AS.1495 (pg. 47)				CT.3442 (pg. 48)		
Agriculture Plant Science	AS-T.2002 (pg. 48)							
Agriculture Science, Education, and Management		AS.1519 (pg. 49)						
Agriculture Sciences			AA.1491 (pg. 49)					
Agriculture Trades				AS.1496 (pg. 50)				
Pest Control Advisor Preparation					CT.3450 (pg. 50)			
Sustainable Landscape					CT.3431 (pg. 51)			
Art								
Art		AA.1040 (pg. 51)						
Digital Art and Design						CL.3452 (pg. 51)		
Studio Arts	AA-T.1005 (pg. 52)							
Theatre Arts	AA-T.1004 (pg. 52)							
Business								
Accounting Clerk/Bookkeeper					CT.3060 (pg. 53)			
Business Administration			AA.1492 (pg. 53)					
Business Administration 2.0	AS-T.2008 (pg. 54)							
Business Administration – Accounting Concentration		AS.1081 (pg. 54)						
Business Administration – Business Entrepreneurship					CT.3055 (pg. 55)			
Business – General Business				AS.1497 (pg. 55)				
Business – Management		AS.1085 (pg. 55)			CT.3352 (pg. 56)			
Business – Marketing and Finance		AS.1521 (pg. 56)						
Customer Service Academy						CL.3133 (pg. 56)	NCR.1006 (pg. 57)	
Small Business/Entrepreneurship Start-up							NCR.1003 (pg. 57)	
Business Systems and Office Technologies								
Business Information Systems Professional		AS.1397 (pg. 57)			CT.3247 (pg. 58)			
Business Information Systems Worker						CL.3091 (pg. 58)		
Medical Office Professional		AS.1356 (pg. 59)						

DISCIPLINE	Transfer Degree - ADT	Associate Degree	University Studies Degree	General Studies Degree	Certificate (16+ units)	Low Unit Certificate (less than 16 units)	Noncredit Certificate	Bachelor Degree
Medical Office Specialist					CT.3276 (pg. 59)			
Career and Life Success								
Career Success Certificate						CL.3415 (pg. 59)		
Life Success Certificate						CL.3416 (pg. 60)		
Communication Studies								
Communication Studies	AA-T.1001 (pg. 60)							
Computer and Information Systems								
Computer and Information Systems – CISCO Networking						CL.3441 (pg. 61)		
Computer and Information Systems – Computer Maintenance						CL.3429 (pg. 61)		
Computer and Information Systems – Network Administration					CT.3108 (pg. 61)			
Computer and Information Systems – Systems Management		AS.1157 (pg. 62)						
Computer and Information Systems – Windows Server						CL.3444 (pg. 62)		
Office and Computer Technologies				AS.1498 (pg. 62)				
Web Design						CL.3115 (pg. 62)		
Web Master					CT.3116 (pg. 63)			
Computer Science								
Computer Science	AS-T.2005 (pg. 63)							
Culinary Arts/Hospitality								
Hospitality – Culinary Arts Concentration		AS.1292 (pg. 64)			CT.3246 (pg. 64)			
Hospitality – Hotel/Restaurant Management Concentration		AS.1294 (pg. 64)						
Hospitality Management	AS-T.2006 (pg. 65)							
Wine Essentials							NCR.1002 (pg. 65)	
Early Childhood Education								
Early Childhood Education	AS-T.1002 (pg. 66)	AS.1190 (pg. 66)			CT.3451 (pg. 67)			
ECE – Family Childcare						CL.3154 (pg. 67)		
Human Development				AS.1501 (pg. 68)				
Earth Sciences								
Earth Science Teacher			AA.1505 (pg. 68)					
Earth Sciences			AA.1515 (pg. 68)					
Geographic Information Systems		AS.1520 (pg. 69)			CT.3449 (pg. 70)			
Geography	AA-T.4002 (pg. 70)							
Geology	AS-T.1005 (pg. 71)							
Geosciences Technician				AS.1602 (pg. 71)				
Oceanography and Marine Sciences			AA.1498 (pg. 72)					
Engineering								
Engineering			AA.1494 (pg. 73)					
Fire Technology								
Emergency Medical Services Specialization							NCR.1004 (pg. 73)	
EMS – Emergency Medical Response				AS.1508 (pg. 73)				
Firefighter I					CT.3444 (pg. 74)			

DISCIPLINE	Transfer Degree - ADT	Associate Degree	University Studies Degree	General Studies Degree	Certificate (16+ units)	Low Unit Certificate (less than 16 units)	Noncredit Certificate	Bachelor Degree
Firefighter II					CT.3445 (pg. 74)			
Fire Technology		AS.1240 (pg. 74)						
Fire Technology – Wildland Firefighter I Academy						CL.3434 (pg. 75)		
Foundational Skills								
English as a Second Language							NCR.1001 (pg. 75)	
Health Sciences								
Allied Health			AA.1511 (pg. 76)					
Dental Hygiene		AS.1173 (pg. 76)						
Health				AS.1499 (pg. 77)				
Health Information Management								BS.5001 (pg. 77)
Health Information Technology		AS.1600 (pg. 78)						
Medical Assisting					CT.3452 (pg. 79)			
Medical Scribe Specialist						CL.3455 (pg. 79)		
Nurse Aide/Home Health Aide						CL.3300 (pg. 80)		
Nursing – Associate Degree Nursing		AS.1380 (pg. 80)						
Nursing – Vocational Nursing					CT.3265 (pg. 81)			
Physical Therapist Assistant		AS.1601 (pg. 81)						
Human Services								
Human Services		AS.1225 (pg.83)						
Level 1 Case Management						CL.3417 (pg. 83)		
Level 2 Case Management					CT.3417 (pg. 83)			
Life Management						CL.3252 (pg. 84)		
Humanities								
Humanities			AA.1513 (pg. 84)	AS.1515 (pg. 84)				
Philosophy	AA-T.1009 (pg. 85)							
Industrial Technologies								
Automotive Technology		AS.1050 (pg. 85)			CT.3010 (pg. 85)			
CNC Operator						CL.3453 (pg. 86)		
Diesel Technology		AS.1175 (pg. 86)			CT.3134 (pg. 86)			
Entrepreneurial Manufacturing						CL.3450 (pg. 87)		
Heavy Equipment Logging Operations and Maintenance					CT.3454 (pg. 87)			
Industrial Automation & Manufacturing						CL.3451 (pg. 87)		
Industrial Technologies				AS.1500 (pg. 88)				
Maintenance Mechanic					CT.3453 (pg. 88)			
PLC Automation							NCR.1005 (pg. 88)	
Smog Inspection and Repair Technician					CT.3455 (pg. 88)			
Welding Technology		AS.1490 (pg. 89)			CT.3430 (pg. 89)			

DISCIPLINE	Transfer Degree - ADT	Associate Degree	University Studies Degree	General Studies Degree	Certificate (16+ units)	Low Unit Certificate (less than 16 units)	Noncredit Certificate	Bachelor Degree
Language Arts								
English	AA-T.1007 (pg. 90)							
Language Arts			AA.1496 (pg. 90)	AS.1502 (pg. 90)				
World Languages			AA.1514 (pg. 91)					
Liberal Studies								
Elementary Teacher Education	AA-T.4003 (pg. 91)							
Liberal Studies – Teaching Prep			AA.1504 (pg. 91)					
Life Sciences								
Biological Sciences			AA.1507 (pg. 92)					
Natural Sciences			AA.1512 (pg. 92)	AS.1514 (pg. 92)				
Math								
Mathematics	AS-T.2001 (pg. 92)							
Quantitative Reasoning			AA.1503 (pg. 93)					
Music								
Music	AA-T.1008 (pg. 93)							
Nutrition								
Nutrition and Dietetics	AS-T.2007 (pg. 94)							
Physical Education and Athletics								
Kinesiology	AA-T.1003 (pg. 94)							
Physical Education			AA.1493 (pg. 95)					
Physical Sciences								
Physical Sciences			AA.1510 (pg. 95)					
Physics	AS-T.1004 (pg. 95)							
Social Sciences								
Behavioral Science			AA.1499 (pg. 96)					
History	AA-T.4004 (pg. 96)							
Political Science	AA-T.4001 (pg. 97)							
Psychology	AA-T.1006 (pg. 97)							
Social Sciences			AA.1501 (pg. 98)	AS.1516 (pg. 98)				
Sociology	AA-T.1002 (pg. 98)							
Water Resources								
Watershed Restoration						CL.3421 (pg. 99)		
Water/Wastewater Treatment					CL.3420 (pg. 99)			

Interest Areas

Interest areas are groups of related programs that sometimes share common courses. If you are not sure what you want to do, selecting an interest area can help you decide. There are 10 interest areas included in the information below, along with the areas of study and degrees and certificates within each area. Start here to explore your options.

Interest Area	Areas of Study	Degrees and Certificates	Type of Award
EARTH & ENVIRONMENT	Agriculture	Agriculture Animal Science	AS-T.2004 pg. 44
		Agriculture Business	AS-T.2003 pg. 45
		Agriculture Science, Education, and Management	AS.1519 pg. 49
		Agriculture Sciences	AA.1491 pg. 49
		Agriculture Trades	AS.1496 pg. 50
	Horticulture	Agriculture – Horticulture and Landscaping	AS.1492 pg. 46
		Agriculture – Horticulture – Irrigation	CL.3426 pg. 47
		Agriculture Plant Science	AS-T.2002 pg. 48
		Pest Control Advisor Preparation	CT.3450 pg. 50
		Sustainable Landscape	CT.3431 pg. 51
	Natural Resources	Agriculture: Natural Resources	AS.1495 pg. 47
		Agriculture: Natural Resources	CT.3442 pg. 48
		Agriculture – Equipment Operations & Maintenance	CL.3425 pg. 45
		Agriculture – Forest Science and Technology	AS.1494 pg. 45
	Geography	Geography	AA-T.4002 pg. 70
		Geographic Information Systems	AS.1520 pg. 69
		Geographic Information Systems	CT.3449 pg. 70
	Geology	Geology	AS-T.1005 pg. 71
		Geosciences Technician	AS.1602 pg. 71
	Oceanography	Oceanography and Marine Sciences	AA.1498 pg. 72
	Earth System Science	Earth Science Teacher	AA.1505 pg. 68
		Earth Sciences	AA.1515 pg. 68

Interest Area	Areas of Study	Degrees and Certificates	Type of Award
SCIENCE, TECHNOLOGY, ENGINEERING, & MATH	Computer Information Systems	Computer Information Systems – CISCO Networking	CL.3441 pg. 61
		Computer Information Systems – Computer Maintenance	CL.3429 pg. 61
		Computer Information Systems – Network Administration	CT.3108 pg. 61
		Computer Information Systems – Systems Management	AS.1157 pg. 62
		Computer Information Systems – Windows Server	CL.3444 pg. 62
		Office and Computer Technologies	AS.1498 pg. 62
		Web Design	CL.3115 pg. 62
		Web Master	CT.3116 pg. 63
	Computer Science	Computer Science	AS-T.2005 pg. 63
	Engineering	Engineering	AA.1494 pg. 73
	Geography	Geography	AA-T.4002 pg. 70
		Geographic Information Systems	AS.1520 pg. 69
		Geographic Information Systems	CT.3449 pg. 70
	Geology	Geology	AS-T.1005 pg. 71
		Geosciences Technician	AS.1602 pg. 71
	Life Sciences	Biological Sciences	AA.1507 pg. 92
		Natural Sciences	AA.1512 pg. 92
		Natural Sciences	AS.1514 pg. 92
	Math	Mathematics	AS-T.2001 pg. 92
		Quantitative Reasoning	AA.1503 pg. 93
	Nutrition	Nutrition and Dietetics	AS-T.2007 pg. 94
	Physical Sciences	Physical Sciences	AA.1510 pg. 95
		Physics	AS-T.1004 pg. 95

Interest Area	Areas of Study	Degrees and Certificates	Type of Award
INDUSTRIAL TECHNOLOGY	Automotive Technology	Automotive Technology	AS.1050 pg. 85
		Automotive Technology	CT.3010 pg. 85
		Smog Inspection and Repair Technician	CT.3455 pg. 88
	Diesel Technology	Diesel Technology	AS.1175 pg. 86
		Diesel Technology	CT.3134 pg. 86
	Industrial Technology	Industrial Technologies	AS.1500 pg. 88
		CNC Operator	CL.3453 pg. 86
		Entrepreneurial Manufacturing	CL.3450 pg. 87
		Industrial Automation & Manufacturing	CL.3451 pg. 87
		Maintenance Mechanic	CT.3453 pg. 88
		PLC Automation	NCR.1005 pg. 88
	Heavy Equipment Operations	Heavy Equipment Logging Operations and Maintenance	CT.3454 pg. 87
		Agriculture-Equipment Operations & Maintenance	CL.3425 pg. 45
	Water Resources	Watershed Restoration	CL.3421 pg. 99
		Water/Wastewater Treatment	CL.3420 pg. 99
	Welding Technology	Welding Technology	AS.1490 pg. 89
		Welding Technology	CT.3430 pg. 89

Interest Area	Areas of Study	Degrees and Certificates	Type of Award
BUSINESS & HOSPITALITY	Accounting	Business Administration – Accounting Concentration	AS.1081 pg. 54
		Accounting Clerk/Bookkeeper	CT.3060 pg. 53
	Business	Business Administration	AA.1492 pg. 53
		Business Administration 2.0	AS-T.2008 pg. 54
		Business Administration – Business Entrepreneurship	CT.3055 pg. 55
		Business – General Business	AS.1497 pg. 55
		Business – Management	AS.1085 pg. 55
		Business Management	CT.3352 pg. 56
		Small Business/Entrepreneurship Start-up	NCR.1003 pg. 57
	Business Technology	Business Information Systems Professional	AS.1397 pg. 57
		Business Information Systems Professional	CT.3247 pg. 58
		Business Information Systems Worker	CL.3091 pg. 58
	Marketing	Business – Marketing and Finance	AS.1521 pg. 56
	Medical Office	Medical Office Professional	AS.1356 pg. 59
		Medical Office Specialist	CT.3276 pg. 59
	Customer Service	Customer Service Academy	CL.3133 pg. 56
		Customer Service Academy	NCR.1006 pg. 57
	Culinary Arts	Hospitality – Culinary Arts Concentration	AS.1292 pg. 64
		Hospitality – Culinary Arts Concentration	CT.3246 pg. 64
		Wine Essentials	NCR.1002 pg. 65
	Hospitality	Hospitality – Hotel/Restaurant Management Concentration	AS.1294 pg. 64
		Hospitality Management	AS-T.2006 pg. 65

Interest Area	Areas of Study	Degrees and Certificates	Type of Award
LANGUAGE & LITERATURE	English	English	AA-T.1007 pg. 90
		Language Arts	AA.1496 pg. 90
		Language Arts	AS.1502 pg. 90
	World Languages	World Languages	AA.1514 pg. 91
	English as a Second Language	English as a Second Language	NCR.1001 pg. 75

Interest Area	Areas of Study	Degrees and Certificates	Type of Award
EDUCATION	Early Childhood	Early Childhood Education	AS-T.1002 pg. 66
		Early Childhood Education	AS.1190 pg. 66
		Early Childhood Education	CT.3451 pg. 67
		ECE – Family Childcare	CL.3154 pg. 67
	Elementary Education	Elementary Teacher Education	AA-T.4003 pg. 91
		Liberal Studies – Teaching Prep	AA.1504 pg. 91
	Agriculture Education	Agriculture Science, Education, and Management	AS.1519 pg. 49
	Health Education	Physical Education	AA.1493 pg. 95
	Science Education	Earth Science Teacher	AA.1505 pg. 68

Interest Area	Areas of Study	Degrees and Certificates	Type of Award
VISUAL & PERFORMING ARTS	Digital Arts	Digital Art and Design	CL.3452 pg. 51
	Art	Studio Arts	AA-T.1005 pg. 52
		Art	AA.1040 pg. 51
	Theatre Arts	Theatre Arts	AA-T.1004 pg. 52
	Music	Music	AA-T.1008 pg. 93

Interest Area	Areas of Study	Degrees and Certificates	Type of Award
PEOPLE, CULTURE & SOCIETY	Behavioral Science	Behavioral Science	AA.1499 pg. 96
	Communication Studies	Communication Studies	AA-T.1001 pg. 60
	History	History	AA-T.4004 pg. 96
	Human Development	Human Development	AS.1501 pg. 68
	Human Services	Human Services	AS.1225 pg. 83
		Level 1 Case Management	CL.3417 pg. 83
		Level 2 Case Management	CT.3417 pg. 83
		Life Management	CL.3252 pg. 84
	Humanities	Humanities	AA.1513 pg. 84
		Humanities	AS.1515 pg. 84
	Philosophy	Philosophy	AA-T.1009 pg. 85
	Political Science	Political Science	AA-T.4001 pg. 97
	Psychology	Psychology	AA-T.1006 pg. 97
	Social Science	Social Sciences	AA.1501 pg. 98
		Social Sciences	AS.1516 pg. 98
	Sociology	Sociology	AA-T.1002 pg. 98

Interest Area	Areas of Study	Degrees and Certificates	Type of Award
PUBLIC SAFETY	Administration of Justice	Administration of Justice	AS-T.1003 pg. 43
		Administration of Justice	AS.1001 pg. 43
		Public Safety and Services	AS.1503 pg. 44
	Emergency Services	EMS – Emergency Medical Response	AS.1508 pg. 73
		Emergency Medical Services Specialization	NCR.1004 pg. 73
	Fire Academy	Firefighter I	CT.3444 pg. 74
		Firefighter II	CT.3445 pg. 74
	Wildland Fire	Fire Technology	AS.1240 pg. 74
		Fire Technology – Wildland Firefighter I Academy	CL.3434 pg. 75

Interest Area	Areas of Study	Degrees and Certificates	Type of Award
HEALTH & WELLNESS	Dental Hygiene	Dental Hygiene	AS.1173 pg. 76
	Health	Health	AS.1499 pg. 77
		Health Information Management	BS.5001 pg. 77
		Health Information Technology	AS.1600 pg. 78
	Healthcare Certificate Programs	Nursing – Vocational Nursing	CT.3265 pg. 81
		Nurse Aide/Home Health Aide	CL.3300 pg. 80
		Medical Assisting	CT.3452 pg. 79
		Medical Scribe Specialist	CL.3455 pg. 79
	Kinesiology	Kinesiology	AA-T.1003 pg. 94
	Medical Office	Medical Office Professional	AS.1356 pg. 59
		Medical Office Specialist	CT.3276 pg. 59
	Nursing	Nursing – Associate Degree Nursing	AS.1380 pg. 80
		Allied Health	AA.1511 pg. 76
		Nursing – Vocational Nursing	CT.3265 pg. 81
		Nurse Aide/Home Health Aide	CL.3300 pg. 80
	Physical Therapy	Physical Therapist Assistant	AS.1601 pg. 81

Degree Requirements

The information provided below gives a brief description of the degrees offered at Shasta College. It **does not** outline all of the requirements to obtain a degree from Shasta College or all of the requirements to transfer to a four-year college or university. All students should schedule an appointment to speak with a counselor to ensure that they meet all of the degree and/or transfer requirements. Meeting with a counselor also helps ensure that the student is pursuing a degree that meets their educational and career goals.

TRANSFER DEGREES

The following associate degrees for transfer are designed for the student who wishes to complete lower-division requirements in preparation for transfer to a four-year college or university.

Associate Degrees for Transfer (ADTs)
 Associate of Arts – University Studies Degrees
 Associate of Science (Health Information Technology) Degree

ASSOCIATE DEGREE FOR TRANSFER (ADT) Requirements

Designed for the student planning on transferring to the California State University (CSU) system. Students complete the CSU or IGETC general education pattern and specific courses related to their major. Students who are awarded these degrees are guaranteed admission with junior standing somewhere in the CSU system and given priority admission consideration to their local CSU campus or to a program that is deemed similar to their community college major. This priority does not guarantee admission to specific majors or campuses. This degree requires a minimum of 60 transferable units. The student completing this degree is not subject to specific community college graduation requirements.

Students who have been awarded an AA-T or AS-T are able to complete their remaining requirement for the 120-unit baccalaureate degree within 60 semester or 90 quarter units.

Current and prospective community college students are encouraged to meet with a counselor to review their options for transfer and to develop an educational plan that best meets their goals and needs. Shasta College offers the following AA-T/AS-T degrees:

- | | | |
|-------------------------------|--------------------------------|---------------------------|
| • Administration of Justice | • Elementary Teacher Education | • Nutrition and Dietetics |
| • Agriculture Animal Science | • English | • Philosophy |
| • Agriculture Business | • Geography | • Physics |
| • Agriculture Plant Science | • Geology | • Political Science |
| • Business Administration 2.0 | • History | • Psychology |
| • Communication Studies | • Hospitality Management | • Sociology |
| • Computer Science | • Kinesiology | • Studio Arts |
| • Early Childhood Education | • Mathematics | • Theatre Arts |

REQUIREMENTS:

- Unit Requirement:** Minimum of 60 California State University (CSU) transferable semester units, courses numbered 1-99 at Shasta College.
- Scholarship Requirement:** An overall grade point average (GPA) of not less than 2.0 in all transferable coursework. While a minimum of 2.0 is required for this degree, some majors or transfer universities may require a higher GPA. Please consult with a counselor for more information.
- Residence Requirement:** A minimum of 12 degree-applicable units must be completed through Shasta College. At least 6 of those units must apply to the Shasta College major/emphasis or be C-ID approved toward the major.
- Course Requirements:**
 - Major Field of Study: Select an "AA-T" or "AS-T" major. All courses in the major must be completed with a grade of "C" or higher, or a "P" if the course is taken on a Pass/No Pass basis.
 - General Education: Certified completion of the California State University General Education (CSU GE); OR the Intersegmental General Education Transfer Curriculum (IGETC). *Note: (1) If completing IGETC all courses must be completed with a grade of "C" or higher, or a "P" if the course is taken on a Pass/No Pass basis; (2) Although it is possible to fulfill the requirements for the Associate Degree for Transfer by completing the IGETC for UC pattern, admission to CSU requires completion of an Oral Communication course (IGETC area 1C; CSU GE area A-1); therefore, students who plan to transfer to CSU should complete this course as part of their GE or elective units.*
 - Advanced Placement (AP) examination credit can be used to satisfy both CSU GE and IGETC.
 - Credit through the College Level Examination Program (CLEP) can be used to satisfy CSU GE. *Note: The University of California does not accept credit awarded through CLEP.*
 - Students who have already earned a Bachelor Degree or higher from an accredited university are exempt from the General Education requirement. Certification of GE may be required. See a counselor for exemption form.
- Competency Requirements:** Oral Communication, English Composition, Critical Thinking, and Quantitative Reasoning courses must be completed with a grade of "C" or higher.
- These degrees **do not** require completion of a multicultural course for Shasta College graduation purposes.
- Multiple Associate Degrees:** Students planning to earn an additional associate degree should be aware that each additional degree requires **six unique units** in the major requirements from any other degree major requirements. General Education requirements may overlap. A student may be able to accomplish multiple degrees within 60 units. Students are advised to work closely with a Counselor on their educational plans if their goals include earning multiple degrees.

ASSOCIATE OF ARTS DEGREE – UNIVERSITY STUDIES Requirements

Designed for students who plan on transferring to a four-year college or university. Students complete a General Education pattern, one emphasis area, and electives to total a minimum of 60 transferable units for the AA degree.

Shasta College offers the following University Studies Degrees:

- | | | |
|-------------------------------|----------------------------------|--------------------------|
| • Agriculture Sciences | • Engineering | • Physical Education |
| • Allied Health | • Humanities | • Physical Sciences |
| • Behavioral Science | • Language Arts | • Quantitative Reasoning |
| • Biological Sciences | • Liberal Studies–Teaching Prep | • Social Sciences |
| • Business Administration 2.0 | • Multicultural Studies | • World Languages |
| • Earth Science Teacher | • Natural Sciences | |
| • Earth Sciences | • Oceanography & Marine Sciences | |

UNIVERSITY STUDIES DEGREE LEARNING OUTCOMES:

After successful completion of a University Studies degree, the student should be able to meet the following learning outcomes:

1. **Critical Thinking:** Critical thinking is the ability to comprehend, communicate, or engage in problem-solving or strategy-building techniques.
2. **Information Competency:** Information competency is the ability to find, evaluate, use and communicate information in all its various formats.
3. **Effective Communication:** Effective communication is the ability to effectively use written, oral and nonverbal communication.
4. **Quantitative Reasoning:** Quantitative reasoning is the ability to use appropriate mathematical methods.
5. **Self-Efficacy:** Self-efficacy is the confidence and ability to perform the courses of action required to effectively meet personal, social, academic and professional goals.
6. **Workplace Skills:** Workplace skills provide the ability to perform effectively at work.
7. **Community and Global Awareness:** Community and global awareness includes an understanding of community and global issues and cross-cultural awareness.

REQUIREMENTS:

1. **Unit Requirement:** Minimum of 60 transferable semester units, courses numbered 1-99 at Shasta College. *Note: Please see a counselor to ensure that all of your units are transferable since there are some exceptions to this rule.*
2. **Scholarship Requirement:** An overall grade point average (GPA) of not less than 2.0 in all transferable coursework. While a minimum of 2.0 is required for this degree, some majors or transfer institutions may require a higher GPA. Please consult with a counselor for more information.
3. **Residence Requirement:** A minimum of 12 degree-applicable units must be completed through Shasta College. At least 6 of those units must apply to the Shasta College major/emphasis or be C-ID approved toward the major.
4. **Course Requirements:**
 - a. Major Field of Study: Select a University Studies emphasis area. All courses in the emphasis area must be completed with a grade of "C" or higher.
 - b. General Education: Completion of one of three general education options. *Note: If completing Intersegmental General Education Transfer Curriculum (IGETC) all courses must be completed with a grade of "C" or higher.*
 - i. Advanced Placement (AP) examination credit can be used to satisfy both California State University General Education (CSU GE) and IGETC.
 - ii. Credit through the College Level Examination Program (CLEP) can be used to satisfy CSU GE. *Note: The University of California does not accept credit awarded through CLEP.*
 - iii. Students who have already earned a Bachelor Degree or higher from an accredited university are exempt from the General Education requirement. See a counselor for exemption form.
5. **Competency Requirements:**
 - a. English Composition, Critical Thinking, and Quantitative Reasoning courses must be completed with a grade of "C" or higher. *Note: If you are completing General Education options 2 or 3, an Oral Communication course is also required to be completed with a grade of "C" or higher.*
 - b. Multicultural Requirement: Courses in the Multicultural requirement area contain perspectives on people from other cultures and backgrounds as well as an examination of the contributions of non-Western cultures, or the intersection of culture with race, ethnicity, gender, class or other important social categories, such as religion. After successful completion of a course from this area, a student will be able to summarize various ethnic, racial, religious, gender, traditions, class and other group perspectives as well as their similarities and differences.

ADJU 18
ANTH 2, 14, 25
ART 4
ASL 1, 2, 3, 4
BUAD 12

CHIN 1
CMST 20
ECE 28
ENGL 10A, 10B, 18, 20, 24
ETHS 3, 11, 25, 35

FREN 1, 2
GEOG 1B, 7, 8
GERM 1, 2
HIST 2, 3, 25, 35, 38
HLTH 6

HOSP 55
JAPN 1, 2, 3, 4
MUS 14
POLS 20
PSYC 20, 41

SOC 25, 30
SPAN 1, 2, 3, 4, 11, 12

6. **Multiple Associate Degrees:** Students planning to earn an additional associate degree should be aware that each additional degree requires **six unique units** in the major requirements from any other degree major requirements. General Education requirements may overlap. A student may be able to accomplish multiple degrees within 60 units. Students are advised to work closely with a Counselor on their educational plans if their goals include earning multiple degrees.

Choose one GE Option, one Emphasis, and transferable electives to total 60 units for the Associate of Arts – University Studies degree.

❖ **General Education – Choose Option 1, 2 or 3.**

OPTION 1: IGETC (Intersegmental General Education Transfer Curriculum)

Students who are planning to transfer to the **University of California** system or who are undecided about whether to transfer to a UC or CSU may satisfy general education requirements with IGETC.

1. Complete the 34 – 37 unit IGETC pattern.
2. Complete all IGETC courses with a grade of “C” or better.
3. Complete additional courses from an emphasis to meet the lower division requirements in your major and then electives to reach 60 units. UC transfer students must select all 60 units from courses on the UC transferable course list. (See www.assist.org)
4. Achieve a minimum grade point average of 2.0. [UC will require a minimum transfer GPA of 2.4. A higher GPA will be required for admission to most campuses and for high demand majors.] All courses in the area of emphasis must be completed with a C or better.

OPTION 2: CSU GE (California State Universities – General Education)

Students who are planning to transfer to one of the 23 campuses of the **California State University** system may satisfy general education requirements with the CSU pattern.

1. Complete the 39-unit CSU GE pattern.
2. Complete Communication, English, Critical Thinking, and Math requirements (Area A1, A2, A3 and B4) each with a grade of “C” or better.
3. Recommend completion of HIST 17A or 17B; and POLS 2 prior to transfer. These two courses are CSU graduation requirements and may be included as part of the 39-unit pattern.
4. Complete additional courses from an emphasis to meet the lower division requirements in your major and then electives to reach 60 units.
5. Achieve a minimum grade point average of 2.0 [A higher GPA will be required for admission to some campuses and for high demand and impacted majors.] All courses in the area of emphasis must be completed with a C or better.

OPTION 3: Independent, Out-of-state universities, and high unit/specialized majors

Complete 30 units to satisfy a GE-modified plan as indicated below:

CSU GE Pattern:

Select one course from each Category.

CATEGORY A1:	Oral Communication
CATEGORY A2:	English Composition
CATEGORY B1 or B2:	Science course
CATEGORY B4:	Transfer-level math course
CATEGORY C1 or C2:	Arts or Humanities
CATEGORY D:	Social, Political and Economic institutions, and Behavior

*Multicultural course

Select additional courses from categories A3, B, C, D, E, or F from two different areas to total 30 or more GE units.

*Note: Any student completing the IGETC or CSU General Education requirements with the inclusion of a multicultural course will also have met the general education requirements for the Shasta College associate degree.

IGETC GE Pattern:

Select one course from each Area.

AREA 1–GROUP A	English Composition
AREA 1–GROUP C	Oral Communication
AREA 2	Mathematical Concepts
AREA 3	Arts or Humanities
AREA 4	Social and Behavioral Sciences
AREA 5	Physical or Biological Sciences

*Multicultural course

Select additional courses from AREA 1B, 3, 4, 5, or 7 from two different areas to total 30 or more GE units.

- ❖ **Emphasis:** Choose one of the University Studies emphases of 18 or more units to correspond with your choice of transfer major. Note that each university determines its own list of courses required for the major, so completion of an emphasis does not guarantee that all transfer major courses have been completed nor does it guarantee admission to the University. See a Counselor for comprehensive planning.
- ❖ **Multicultural requirement**
- ❖ **Electives:** Complete transferable electives to total 60 or more transferable units.
- ❖ **Course requirements:** All courses in the area of emphasis must be completed with a C or better.

ASSOCIATE OF SCIENCE DEGREE – HEALTH INFORMATION TECHNOLOGY Requirements

Designed for the student planning on transferring to a four-year college or university. Students complete the CSU or IGETC general education pattern and the “Core Courses” electives to total a minimum of 60 transferable units.

REQUIREMENTS:

1. **Unit Requirement:** Minimum of 60 transferable semester units, courses numbered 1-99 at Shasta College.
2. **Scholarship Requirement:** An overall grade point average (GPA) of not less than 2.0 in all transferable coursework. While a minimum of 2.0 is required for this degree, some majors or transfer institutions may require a higher GPA. Please consult with a counselor for more information.
3. **Residence Requirement:** A minimum of 12 degree-applicable units must be completed through Shasta College. At least 6 of those units must apply to the Shasta College major/emphasis or be C-ID approved toward the major.

4. **Course Requirements:**

- a. Major Field of Study: All courses in the major must be completed with a grade of "C" or higher.
- b. General Education: Certified completion of the California State University General Education (CSU GE); OR the Intersegmental General Education Transfer Curriculum (IGETC). *Note: If completing IGETC all courses must be completed with a grade of "C" or higher.*
 - i. Advanced Placement (AP) examination credit can be used to satisfy CSU GE.
 - ii. Credit through the College Level Examination Program (CLEP) can be used to satisfy CSU GE. *Note: The University of California does not accept credit awarded through CLEP.*
 - iii. Students who have already earned a Bachelor Degree or higher from an accredited university are exempt from the General Education requirement. See a counselor for exemption form.

5. **Competency Requirements:**

- a. English Composition, Critical Thinking, and Quantitative Reasoning courses must be completed with a grade of "C" or higher. *Note: If completing the CSU GE pattern you must also complete an Oral Communication course with a grade of "C" or higher.*
- b. Multicultural Requirement: Courses in the Multicultural requirement area contain perspectives on people from other cultures and backgrounds as well as an examination of the contributions of non-Western cultures, or the intersection of culture with race, ethnicity, gender, class or other important social categories, such as religion. After successful completion of a course from this area, a student will be able to summarize various ethnic, racial, religious, gender, traditions, class and other group perspectives as well as their similarities and differences.

ADJU 18	CHIN 1	FREN 1, 2	HOSP 55	SOC 25, 30
ANTH 2, 14, 25	CMST 20	GEOG 1B, 7, 8	JAPN 1, 2, 3, 4	SPAN 1, 2, 3, 4, 11, 12
ART 4	ECE 28	GERM 1, 2	MUS 14	
ASL 1, 2, 3, 4	ENGL 10A, 10B, 18, 20, 24	HIST 2, 3, 25, 35, 38	POLS 20	
BUAD 12	ETHS 3, 11, 25, 35	HLTH 6	PSYC 20, 41	

6. **Multiple Associate Degrees:** Students planning to earn an additional associate degree should be aware that each additional degree requires **six unique units** in the major requirements from any other degree major requirements. General Education requirements may overlap. A student may be able to accomplish multiple degrees within 60 units. Students are advised to work closely with a Counselor on their educational plans if their goals include earning multiple degrees.

NON-TRANSFER DEGREES

The following associate degrees for non-transfer are designed for the student whose immediate goal is to seek out employment after completion of the degree, **not** to transfer to a four-year college or university.

Associate of Arts (Art) Degree

Associate of Science Degrees

Associate of Science – General Studies Degrees

ASSOCIATE OF ARTS DEGREE – ART Requirements

Designed for students desiring a two-year degree to prepare to enter the workforce or continue in their current career. Students complete the Associate Degree-General education, the “Core” courses in their major, and 60 units of coursework at the associate and transfer level.

REQUIREMENTS:

1. **Unit Requirement:** Minimum of 60 semester units of coursework, numbered 1-199 at Shasta College.
2. **Scholarship Requirement:** An overall grade point average (GPA) of not less than 2.0 based on all college work attempted.
3. **Residence Requirement:** A minimum of 12 degree-applicable units must be completed through Shasta College. At least 6 of those units must apply to the Shasta College major/emphasis or be C-ID approved toward the major.
4. **Course Requirements:**
 - a. Major Field of Study: All courses in the major must be completed with a grade of “C” or higher.
 - b. General Education: 21-39 units. Select Associate Degree General Education, California State University General Education (CSU GE), or Intersegmental General Education Transfer Curriculum (IGETC). *Note: Any student completing the CSU GE or IGETC requirements will also have met the Associate Degree General Education requirements for this degree.*
 - i. Advanced Placement (AP) examination credit can be used to satisfy Associate Degree General Education, CSU GE, or IGETC.
 - ii. Credit through the College Level Examination Program (CLEP) can be used to satisfy Associate Degree General Education or CSU GE. *Note: The University of California does not accept credit awarded through CLEP.*
 - iii. Students who have already earned a Bachelor Degree or higher from an accredited university are exempt from the General Education requirement. See a counselor for exemption form.
5. **Competency Requirements:**
 - a. Competence in reading and in written expression is demonstrated by a grade of “C” or higher in one of the following courses. *Note: Some degrees require completion of a specific course.*

ENGL 1A College Composition	BUAD 66 Business Communications
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 - b. Competence in mathematics is demonstrated by one of the following criteria:
 - i. A grade of “C” or higher in a mathematics course numbered from 1-99 *Note: Some degrees require completion of a specific course, such as BUAD 172 or MATH 73. BUAD 172 meets the analytical requirement but may only be taken if enrolled in a major for which it is required.*
 - ii. A grade of “C” or higher in one of the following courses if math competency has been satisfied in high school (completion of high school or other coursework the equivalent of intermediate algebra or similar as verified through the multiple measures process).

CIS 2 Intro Computer Science	CIS 62 Java Programming
CIS 60 Visual Basic Programming	CIS 63 Assembler Lang Program.
CIS 61 C++ Lang Programming	PHIL 8 Logic
 - iii. Performance at or above the level specified below on the following examinations if math competency has been satisfied in high school:

<u>Examination</u>	<u>Score</u>
College Board Advanced Placement Math Test (CALC or STAT)	3
Scholastic Aptitude Test – Mathematics (SAT-M)	570 (Beginning 3/2017)
	520 (4/1995-2/2017)
American College Testing (ACT) – Math	23
COMPASS Algebra Test	54
 - c. Multicultural Requirement: Courses in the Multicultural requirement area contain perspectives on people from other cultures and backgrounds as well as an examination of the contributions of non-Western cultures, or the intersection of culture with race, ethnicity, gender, class or other important social categories, such as religion. After successful completion of a course from this area, a student will be able to summarize various ethnic, racial, religious, gender, traditions, class and other group perspectives as well as their similarities and differences.

ADJU 18	CHIN 1	FREN 1, 2	HOSP 55	SOC 25, 30
ANTH 2, 14, 25	CMST 20	GEOG 1B, 7, 8	JAPN 1, 2, 3, 4	SPAN 1, 2, 3, 4, 11, 12
ART 4	ECE 28	GERM 1, 2	MUS 14	
ASL 1, 2, 3, 4	ENGL 10A, 10B, 18, 20, 24	HIST 2, 3, 25, 35, 38	POLS 20	
BUAD 12	ETHS 3, 11, 25, 35	HLTH 6	PSYC 20, 41	

6. **Multiple Associate Degrees:** Students planning to earn an additional associate degree should be aware that each additional degree requires **six unique units** in the major requirements from any other degree major requirements. General Education requirements may overlap. A student may be able to accomplish multiple degrees within 60 units. Students are advised to work closely with a Counselor on their educational plans if their goals include earning multiple degrees.

ASSOCIATE OF SCIENCE DEGREE Requirements

The AS degree is primarily oriented to technical, science, and occupational programs. It is intended for the student who plans to enter the workforce after completion of the two-year degree. Students complete the Associate Degree-General Education, the courses in their major, and electives totaling a minimum of 60 units of coursework at the associate and transfer level.

- Administration of Justice
- Agriculture – Forest Science and Technology
- Agriculture – Horticulture and Landscaping
- Agriculture – Natural Resources
- Agriculture Science, Education, and Management
- Automotive Technology
- Business – Management
- Business – Marketing and Finance
- Business Administration – Accounting Concentration
- Business Information Systems Professional
- Computer and Information Systems – Systems Management
- Dental Hygiene
- Diesel Technology
- Early Childhood Education
- Fire Technology
- Geographic Information Systems
- Hospitality – Culinary Arts Concentration
- Hospitality – Hotel/Restaurant Management Concentration
- Human Services
- Medical Office Professional
- Nursing – Associate Degree Nursing
- Physical Therapist Assistant
- Welding Technology

REQUIREMENTS:

1. **Unit Requirement:** The majority of degrees require a minimum of 60 semester units of coursework, numbered 1-199 at Shasta College. Refer to your degree for the required number of units.
2. **Scholarship Requirement:** An overall grade point average (GPA) of not less than 2.0 based on all college work attempted.
3. **Residence Requirement:** A minimum of 12 degree-applicable units must be completed through Shasta College. At least 6 of those units must apply to the Shasta College major/emphasis or be C-ID approved toward the major.
4. **Course Requirements:**
 - a. **Major Field of Study:** Select an Associate Degree major. All courses in the major must be completed with a grade of "C" or higher.
 - b. **General Education:** 21-39 units. Select Associate Degree General Education, California State University General education (CSU GE), or Intersegmental General Education Transfer Curriculum (IGETC). *Note: Any student completing the CSU GE or IGETC requirements will also have met the Associate Degree General Education requirements for this degree.*
 - i. Advanced Placement (AP) examination credit can be used to satisfy Associate Degree General Education, CSU GE, or IGETC.
 - ii. Credit through the College Level Examination Program (CLEP) can be used to satisfy Associate Degree General Education or CSU GE. *Note: The University of California does not accept credit awarded through CLEP.*
 - iii. Students who have already earned a Bachelor Degree or higher from an accredited university are exempt from the General Education requirement. See a counselor for exemption form.
5. **Competency Requirements:**
 - a. Competence in reading and in written expression is demonstrated by a grade of "C" or higher in one of the following courses. *Note: Some degrees require completion of a specific course.*

ENGL 1A College Composition

BUAD 66 Business Communications

- b. Competence in mathematics is demonstrated by one of the following criteria:
 - i. A grade of "C" or higher in a mathematics course numbered 1-99. *Note: Some degrees require completion of a specific course, such as BUAD 172 or MATH 73. BUAD 172 meets the analytical requirement but may only be taken if enrolled in a major for which it is required.*
 - ii. A grade of "C" or higher in one of the following courses if math competency has been satisfied in high school. (completion of high school or other coursework the equivalent of intermediate algebra or similar as verified through the multiple measures process).

CIS 2 Intro Computer Science	CIS 62 Java Programming
CIS 60 Visual Basic Programming	CIS 63 Assembler Lang Program.
CIS 61 C++ Lang Programming	PHIL 8 Logic
 - iii. Performance at or above the level specified below on the following examinations (if math competency has been satisfied in high school):

Examination

Score

College Board Advanced Placement Math Test (CALC or STAT)

3

Scholastic Aptitude Test – Mathematics (SAT-M)

570 (Beginning 3/2017)

520 (4/1995-2/2017)

American College Testing (ACT) – Math 23

COMPASS Algebra Test 54

- c. **Multicultural Requirement:** Courses in the Multicultural requirement area contain perspectives on people from other cultures and backgrounds as well as an examination of the contributions of non-Western cultures, or the intersection of culture with race, ethnicity, gender, class or other important social categories, such as religion. After successful completion of a course from this area, a student will be able to summarize various ethnic, racial, religious, gender, traditions, class and other group perspectives as well as their similarities and differences.

ADJU 18
ANTH 2, 14, 25
ART 4
ASL 1, 2, 3, 4
BUAD 12

CHIN 1
CMST 20
ECE 28
ENGL 10A, 10B, 18, 20, 24
ETHS 3, 11, 25, 35

FREN 1, 2
GEOG 1B, 7, 8
GERM 1, 2
HIST 2, 3, 25, 35, 38
HLTH 6

HOSP 55
JAPN 1, 2, 3, 4
MUS 14
POLS 20
PSYC 20, 41

SOC 25, 30
SPAN 1, 2, 3, 4, 11, 12

6. **Multiple Associate Degrees:** Students planning to earn an additional associate degree should be aware that each additional degree requires **six unique units** in the major requirements from any other degree major requirements. General Education requirements may overlap. A student may be able to accomplish multiple degrees within 60 units. Students are advised to work closely with a Counselor on their educational plans if their goals include earning multiple degrees.

ASSOCIATE OF SCIENCE – GENERAL STUDIES DEGREE Requirements

Designed for students desiring a two-year degree to prepare to enter the workforce or continue in their current career. The choice of emphasis allows the student to explore an area of interest while providing sufficient depth in a field of knowledge to contribute to lifelong interest. Students complete the Associate Degree-General Education, one emphasis area, and electives to total a minimum of 60 units of coursework at the associate and transfer level.

Shasta College offers the following General Studies Degrees:

- Agricultural Trades
- Business – General Business
- EMS – Emergency Medical Response
- Fire – Fire Service Command, Company Officer
- Fire – Wildland Fire Behavior
- Geosciences Technician
- Health
- Human Development
- Humanities
- Industrial Technologies
- Language Arts
- Natural Sciences
- Office and Computer Technologies
- Public Safety and Services
- Social Sciences

GENERAL STUDIES DEGREE LEARNING OUTCOMES:

After successful completion of a General Studies degree, the student should be able to meet the following learning outcomes:

1. **Critical Thinking:** Critical thinking is the ability to comprehend, communicate, or engage in problem-solving or strategy-building techniques.
2. **Information Competency:** Information competency is the ability to find, evaluate, use and communicate information in all its various formats.
3. **Effective Communication:** Effective communication is the ability to effectively use written, oral and nonverbal communication.
4. **Quantitative Reasoning:** Quantitative reasoning is the ability to use appropriate mathematical methods.
5. **Self-Efficacy:** Self-efficacy is the confidence and ability to perform the courses of action required to effectively meet personal, social, academic and professional goals.
6. **Workplace Skills:** Workplace skills provide the ability to perform effectively at work.
7. **Community and Global Awareness:** Community and global awareness includes an understanding of community and global issues and cross-cultural awareness.

REQUIREMENTS:

1. **Unit Requirement:** Minimum of 60 semester units, courses numbered 1-199 at Shasta College.
2. **Scholarship Requirement:** An overall grade point average (GPA) of not less than 2.0 based on all college work attempted.
3. **Residence Requirement:** A minimum of 12 degree-applicable units must be completed through Shasta College. At least 6 of those units must apply to the Shasta College major/emphasis or be C-ID approved toward the major.
4. **Course Requirements:**
 - a. **Major Field of Study:** Select a General Studies emphasis area. All courses in the emphasis area must be completed with a grade of "C" or higher.
 - b. **General Education:** 21-39 units. Select Associate Degree General Education, California State University General Education (CSU GE), or Intersegmental General Education Transfer Curriculum (IGETC). *Note: Any student completing the CSU GE or IGETC requirements will also have met the Associate Degree General Education requirements for this degree.*
 - i. Advanced Placement (AP) examination credit can be used to satisfy Associate Degree General Educ., CSU GE, or IGETC.
 - ii. Credit through the College Level Examination Program (CLEP) can be used to satisfy Associate Degree General Education or CSU GE. *Note: The University of California does not accept credit awarded through CLEP.*
 - iii. Students who have already earned a Bachelor Degree or higher from an accredited university are exempt from the General Education requirement. See a counselor for exemption form.
5. **Competency Requirements:**
 - a. Competence in reading and in written expression is demonstrated by a grade of "C" or higher in one of the following courses. *Note: Some degrees require completion of a specific course.*

ENGL 1A College Composition

BUAD 66 Business Communications

b. Competence in mathematics is demonstrated by one of the following criteria:

- i. A grade of "C" or higher in a mathematics course numbered from 1-99. Note: Some degrees require completion of a specific course, such as BUAD 172 or MATH 73. BUAD 172 meets the analytical requirement but may only be taken if enrolled in a major for which it is required.
- ii. A grade of "C" or higher in one of the following courses if math competency has been satisfied in high school (completion of high school or other coursework the equivalent of intermediate algebra or similar as verified through the multiple measures process).

CIS 2 Intro Computer Science
 CIS 60 Visual Basic Programming
 CIS 61 C++ Lang Programming

CIS 62 Java Programming
 CIS 63 Assembler Lang Program.
 PHIL 8 Logic

- iii. Performance at or above the level specified below on the following examinations (if math competency has been satisfied in high school as indicated above):

<u>Examination</u>	<u>Score</u>
College Board Advanced Placement Math Test (CALC or STAT)	3
Scholastic Aptitude Test – Mathematics (SAT-M)	570 (Beginning 3/2017) 520 (4/1995-2/2017)
American College Testing (ACT) – Math	23
COMPASS Algebra Test	54

- c. Multicultural Requirement: Courses in the Multicultural requirement area contain perspectives on people from other cultures and backgrounds as well as an examination of the contributions of non-Western cultures, or the intersection of culture with race, ethnicity, gender, class or other important social categories, such as religion. After successful completion of a course from this area, a student will be able to summarize various ethnic, racial, religious, gender, traditions, class and other group perspectives as well as their similarities and differences.

ADJU 18	CHIN 1	FREN 1, 2	HOSP 55	SOC 25, 30
ANTH 2, 14, 25	CMST 20	GEOG 1B, 7, 8	JAPN 1, 2, 3, 4	SPAN 1, 2, 3, 4, 11, 12
ART 4	ECE 28	GERM 1, 2	MUS 14	
ASL 1, 2, 3, 4	ENGL 10A, 10B, 18, 20, 24	HIST 2, 3, 25, 35, 38	POLS 20	
BUAD 12	ETHS 3, 11, 25, 35	HLTH 6	PSYC 20, 41	

6. **Multiple Associate Degrees:** Students planning to earn an additional associate degree should be aware that each additional degree requires **six unique units** in the major requirements from any other degree major requirements. General Education requirements may overlap. A student may be able to accomplish multiple degrees within 60 units. Students are advised to work closely with a Counselor on their educational plans if their goals include earning multiple degrees.

APPLYING FOR YOUR DEGREE: Students are highly encouraged to apply for a degree and/or certificate one semester prior to completion. Please apply at: www.shastacollege.edu/applyfordegree. Shasta College Admissions and Records reserves the right to evaluate and post any degree and/or certificate for which a student is eligible. A student may submit a written request to evaluate or withdraw the evaluation of a degree or certificate. Students must submit a "Degree and Certificate" Application in order to participate in the Commencement Ceremony.

DOUBLE COUNTING: Courses may be double counted for the emphasis, the GE pattern, and/or the Multicultural/Graduation requirement. For the General Studies major, the emphasis and GE pattern must total at least 36 units. For the University Studies major, the emphasis and GE must total at least 45 units.

Note: Students also prepare to transfer to many other majors at four-year universities by completing the IGETC or CSU GE certificate and the major preparation courses listed at www.assist.org

COURSE NUMBERING SYSTEM FOR SHASTA COLLEGE:

Shasta College has numbered courses to assist students in scheduling. Refer to the complete course description in the catalog for explanation of the course. Numbering is according to the following system:

0-99	Courses certified by Shasta College as meeting transfer requirements to the California State University System. The U.C. system publishes a list annually that indicates which Shasta College courses are accepted for admission. This list is available in the Transfer Center, Shasta College Admissions Office, and www.assist.org .
100-199	Courses, primarily vocational in nature, meeting Associate Degree graduation requirements. Generally not transferable to four-year institutions.
200-299	Basic skills courses designed to enable students to succeed in college level work, or pre-collegiate occupational preparation courses. These courses do not transfer or apply to an Associate Degree (Title 5, Section 55002).
300-399	Noncredit courses designed to meet specific student needs. These courses carry no unit fees.
400-499	Upper division baccalaureate-level courses for the Bachelor of Science degree in Health Information Management.

2023-2024 General Education (GE) Patterns

Associate Degree – General Education

General Education - 21 units (plus a major field of study = 60 units)

The goal of general education is a more well-rounded individual with a broad understanding of the physical universe, people as individuals and as members of society, artistic and cultural expression, written composition, oral communication, analytical thinking, multicultural environments, and perspectives of people from other cultures and backgrounds.

In order to complete the General Education requirements, a student must complete twenty-one (21) units of study. Three units must be completed in each of the following areas: 1, Natural Science; 2, Social and Behavioral Sciences; 3, Humanities; 4-a, Language and Rationality, English Composition; 4-b, Oral Communication; 4-c, Analytical Thinking, and 5, Multicultural/Living Skills. A course cannot be counted in more than one area of study with the exception of the #6 Multicultural requirement. A four (4) quarter unit course is 2-2/3 semester units and satisfies an area. Total units must equal 21 or more semester units. The course used to satisfy the Multicultural Requirement may also be used to satisfy one of the other areas if appropriate.

1. NATURAL SCIENCE: Three (3) units required. Courses in the Natural Science GE area examine the physical universe, its life forms and its natural phenomena. After successful completion of a course from this area, a student will be able to use the scientific method to conduct basic experiments, collect, analyze, and evaluate data in a lab setting, or will be able to use scientific inquiry skills related to hypothesis, prediction, assumption, interpretation and evaluation.

AGAS 19 Prin of Animal Sci	BIOL 5 Human Biology	ESCI 1 The Active Earth	ESCI 17 Earth Sys Science	ZOOL 1 Zoology
AGEH 33 Envir Horticulture	BIOL 10 Gen Biology	ESCI 6 Ancient Life	ESCI 18 Global Climate	
AGNR 1 Intro to Nat Res	BIOL 11 Div of Life	ESCI 7 Intro/Geol of Calif	GEOG 1A Phys Geog	<u>Or select 3 units from</u>
AGNR 60 Envir Science	BIOL 12 Field Biology	ESCI 8 Planetary Geology	MICR 1 Microbiology	<u>these 1-2 unit courses:</u>
AGNR 64 Watershed Mgmt	BOT 1 Botany	ESCI 9 Earthquakes	NHIS 5 Nat Hist Neotropics	BOT 50, 52
AGPS 20 Plant Science	BOT 15+15L Plants and	ESCI 10 Envir Geology	NHIS 15 Natural Hist of CA	ESCI 32, 32L, 33, 34, 34L,
AGPS 24 Soils	People + Lab	ESCI 12 Gen Earth Science	NUTR 25 Nutrition	35, 35L, 36, 36L, 37, 37L,
ANAT 1 Anatomy	CHEM 1A Gen Chemistry	ESCI 14 + 14L Meteorology	PHSC 1 Phys Sci Survey	38
ANTH 1 Phys Anthropology	CHEM 1B Gen Chemistry	+ Lab	PHYS 2A Gen Physic	GEOG 2A
ASTR 2 Stellar Astronomy	CHEM 2A Intro Chemistry	ESCI 15 Oceanography	PHYS 2B Gen Physic	NHIS 65
ASTR 3 Astro: Solar System	CHEM 2B Intro Org/Biochem	ESCI 16+16L Coast. Marine	PHYS 4A Physics-Mech	
BIOL 1 Principles of Biology	CHEM 10 Chemistry/Lib Art	Sci + Lab	PHY 1 Physiology	

2. SOCIAL AND BEHAVIORAL SCIENCES: Three (3) units required. Courses in the Social and Behavioral Sciences GE area focus on people as individuals and as members of society. After successful completion of a course from this area, a student will be able to describe, explain, compare, and critique methods of inquiry used by the social and behavioral sciences, or will be able to apply concepts from the social sciences in order to analyze, evaluate, classify, and explain human behavior, or will be able to identify and discuss how societies and social subgroups operate.

ADJU 10 Intro to AOJ	ECE 9 Child Growth & Dev	HIST 1B Western Civil	HUSV 16 Marriage Family	PSYC 17 Abnormal Psych
ADJU 59 Restorative Justice	ECON 1A Economics/Micro	HIST 2 World Civilization*	HUSV 18 Adulthood/Aging	PSYC 20 Cross Cult Psych*
AGAB 54 Ag Economics	ECON 1B Economics/Macro	HIST 3 World Civilization*	HUSV 60 Life Management	PSYC 41 Cult Soc Child*
AGPS 25 Calif. Water	ETHS 1 Intro Ethnic Studies	HIST 17A US History	HUSV 70 Intro Soc Wrk/HUSV	PSYC 46 Hum Mem/Lrng.
ANTH 2 Cultural Anth*	ETHS 4 Psych of Prejudice*	HIST 17B US History	JOUR 21 Mass Commun	SOC 1 Intro Sociology
ANTH 14 Relig, Myth, Ritual*	ETHS 5 Intro Asian Amer Stdy	HIST 17BH US History/Hnrs	POLS 1 Intro Poli Science	SOC 1H Intro Soc/Hnrs
ANTH 25 Cult. Hist Indian*	ETHS 11 Intersectionality of	HIST 25 (ETHS 25) African	POLS 2 American Govt	SOC 2 Social Problems
ARCH 3 Prin of Arch	Race/Ethn/Hlth*	American History*	POLS 20 Politics/Dev World*	SOC 15 Soc Mass Media
ARCH 4A Beg Field Arch	GEOG 1B Human Geog*	HIST 35 (ETHS 35) History	POLS 25 Intro Int'l Relations	SOC 25 (ETHS 3) Race/Ethn/Soc*
CMST 20 Intercl Comm	GEOG 5 Society, Env & GIS	of Mexican Americans*	PSYC 1A Gen Psychology	SOC 30 Soc Of Gender*
CMST 50 Gender & Comm	GEOG 7 Calif Geography*	HIST 38 Hist World Relig*	PSYC 5 Human Sexuality	
ECE 1 Human Develop	GEOG 8 World Reg Geog*	HIST 40 Hist/Gov of CA	PSYC 14 Pers/Social Adj	
ECE 2 Child/Family/Comm	HIST 1A Western Civil	HLTH 6 Culture and Health*	PSYC 15 Soc Psychology	

3. HUMANITIES: Three (3) units required. Courses in the Humanities GE area are those which study the cultural activities and artistic expressions of human beings. After successful completion of a course from this area, a student will be able to express verbally and in writing examples of how peoples of different times and cultures relate to their environments through individual artistic expression and shared cultural traditions, will be able to critically assess and discuss examples of artworks and cultural artifacts utilizing qualitative, contextual criteria, or will be able to describe, explain, discuss, evaluate, compare and contrast, theories that philosophers have used to understand the nature of reasoning, reality and value.

ART 1 Intro to Art	ENGL 10B World Lit*	ENGL 31 Creative Writ	JAPN 3 Japanese 3*	SPAN 2 Spanish 2*
ART 2 History of Art	ENGL 11A Survey/Am. Lit	ENGL 36 Children's Lit	JAPN 4 Japanese 4*	SPAN 3 Spanish 3*
ART 3 Western Art	ENGL 11B Survey/Am. Lit	FREN 1 French 1*	JAPN 19+20 Japanese Conv	SPAN 4 Spanish 4*
ART 4 World Art*	ENGL 13A Survey Eng. Lit	FREN 2 French 2*	MUS 10 Music Apprec	SPAN 11 Elem Span Conv
ART 6 History/Modern Art	ENGL 13B Survey Eng. Lit	GERM 1 German 1*	MUS 11 Hist Jazz/Early Rock	SPAN 12 Intrmd Span Conv
ASL 1 Am. Sign Lang 1*	ENGL 14 Drama as Lit	GERM 2 German 2*	MUS 14 World Music*	SPAN 19 Span/Lat Am Civ
ASL 2 Am. Sign Lang 2*	ENGL 15 Lit by Women	HIST 2 World Civilization*	MUS 15 History of Rock	THTR 1 Intro to Theatre
ASL 3 Am. Sign Lang 3*	ENGL 16 Poetry	HIST 3 World Civilization*	MUS 16 History of Jazz	THTR 5 20 th Cen Multicul Thtr
ASL 4 Am. Sign Lang 4*	ENGL 17 Shakespeare	HUM 2 Explor Humanities	PHIL 6 Intro to Philosophy	THTR 8 Hist/World Theatre
CHIN 1 Mandarin Chinese*	ENGL 18 African Amer Lit*	HUM 4 Human thru Film	PHIL 7 Ethics: Right/Wrong	THTR 9 Hist/World Theatre
CMST 30 Oral Interpret	ENGL 19 Bible as Literature	HUM 70 Explor Cont TV	PHIL 8 Logic	THTR 81 Script/Playwriting
ENGL 1B Lit & Comp	ENGL 20 World Mythology*	JAPN 1 Japanese 1*	PHIL 14 Mod Western Phil	
ENGL 10A World Lit*	ENGL 25 Linguistics	JAPN 2 Japanese 2*	SPAN 1 Spanish 1*	

4. LANGUAGE AND RATIONALITY: Courses in the Language and Rationality GE Area are those which study the principles and applications of language toward logical thought, clear and precise expression and critical evaluation or communication in whatever symbol system the student uses.

- a. **English Composition:** Three (3) units required. Courses fulfilling the written composition requirement are designed to include both expository and argumentative writing. After successful completion of a course from this area, a student will be able to write clear, logically organized essays using expository and argumentative modes and applying conventions of documentation when appropriate.

ENGL 1A College Composition

ENGL 1AX College Composition w/Support

BUAD 66 Business Communication

- b. **Oral Communication:** Three (3) units required. Courses fulfilling the oral communication requirement are designed to emphasize the psychological, cultural and linguistic factors which affect human communication, including how communication operates in various situations. Course content includes an emphasis on the ability to speak and listen effectively, as well as verbal and non-verbal communication. After successful completion of a course from this area, a student will be able to identify and discuss the role oral communication plays in academic, social, and professional endeavors; and will be able to demonstrate oral competency by constructing messages appropriate to particular communication situations covered in their particular courses.

CMST 10 Interpersonal Communication
CMST 20 Intercultural Communication*
CMST 30 Oral Interpretation

CMST 40 Argument/Debate
CMST 50 Gender & Communication*

CMST 54 Small Group Comm
CMST 60 Public Speaking

- c. **Analytical Thinking:** Three (3) units required. Courses fulfilling the analytical thinking requirement include mathematics, logic, statistics, computer language and programming and related disciplines. Courses in this area may be used to meet the math competency requirement. After successful completion of a course from this area, a student will be able to apply logical reasoning to collect and critically evaluate information, or construct a formal argument complete with support and reach a logical conclusion, or apply logical reasoning to solve problems.

BUAD 14 Personal Finance
MATH 2 Precalculus
MATH 2A Precalculus College Algebra
MATH 2AS Precalc College Alg. w/Support
MATH 2B Precalculus Trigonometry
MATH 3A Calculus
MATH 3B Calculus
MATH 8 Finite Mathematics
MATH 9 Survey of Calculus

MATH 11 Patterns of Math
MATH 13 College Algebra/Liberal Arts
MATH 14 Statistics
MATH 14S Statistics with Support
MATH 41A Concepts of Elem Math
MATH 41B Concepts of Elem Math
MATH 73 Contemp Math for Technical Fields
SOC 3 Stats for the Behavioral Sciences

Other acceptable courses (if math competency has been satisfied in high school as indicated below):
CIS 2 Intro Computer Science
CIS 60 Visual Basic Programming
CIS 61 C++ Lang Programming
CIS 62 Java Programming
CIS 63 Assembler Lang Program.
PHIL 8 Logic

Students may meet the analytical thinking requirement through completion of high school or other coursework the equivalent of intermediate algebra or similar as verified through the multiple measures process, or through specified examinations as detailed in the Degree Requirements sections of the Shasta College Course Catalog. *Note: Some degrees require completion of a specific course, such as BUAD 172 or MATH 73. BUAD 172 meets the analytical requirement but may only be taken if enrolled in a major for which it is required.*

5. MULTICULTURAL/LIVING SKILLS – Three (3) units required, from either area. Courses in the Multicultural/Living Skills GE area prepare students to live and work in an increasingly multicultural environment or encourage development as integrated physiological, social and psychological beings. After successful completion of a course from this area, a student will be able to compare and contrast perspectives of various cultural groups as defined by religion, ethnicity, race, gender, class or other important social categories; or identify “at risk” patterns of physical or academic or social or emotional or financial behavior and apply their knowledge and skills to assess these patterns and make recommendations for altering them; or develop the criteria for personal or professional success in a given area and then create a specific action plan that targets the criteria—along with a timeline for accountability and evaluation.

Multicultural Courses:

ANTH 2 Cultural Anthropology*
ANTH 14 Religion/Myth/Ritual*
ANTH 25 Cult/Hist North Am Indian*
ART 4 World Art *
CMST 20 Intercultural Comm.*
ENGL 10A World Lit (to 1650)*
ENGL 10B World Lit (after 1650)*
ENGL 18 African American Lit*

ENGL 20 World Mythology*
ETHS 1 Intro Ethnic Studies
ETHS 4 Psychology of Prejudice*
ETHS 5 Intro Asian Amer Stdy
ETHS 11 Intersectionality of Race/Ethn/Hlth*
GEOG 1B Human Geog*
GEOG 7 California Geog*

GEOG 8 World Regional Geog*
HIST 2 World Civilization*
HIST 3 World Civilization*
HIST 25 (ETHS 25) African American History*
HIST 35 (ETHS 35) History of Mexican Americans*
HIST 38 History/World Religion*

HOSP 55 Cust. Serv. Skills/Multicult*
HLTH 6 Culture and Health*
MUS 14 World Music*
POLS 20 Politics/Developing World*
PSYC 20 Cross Cultural Psychology*
PSYC 41 Cultural Social Childhood*
SOC 25 (ETHS 3) Race/Ethn/Soc*
SOC 30 Sociology of Gender*

Living Skills:

AGNR 11 Environ. Ethics
BUAD 10 Intro to Business
BUAD 45 Human Relations/Job
CIS 1 Computer Literacy Workshop
ECE 1 Human Development
ECE 2 Child/Family/Community

ECE 9 Child Growth & Dev.
HLTH 1 Health and Wellness#
HLTH 2 Nutrition and Fitness
HLTH 3 Substance Abuse Awareness
HLTH 4 Women's Health
HLTH 7 Stress Management

HLTH 20 Esstnl Athletic Perform
HUSV 16 Marriage and Family
HUSV 18 Adulthood/Aging
HUSV 60 Life Management
NUTR 25 Nutrition
PE 4 Lifetime Fitness

PSYC 5 Human Sexuality
PSYC 14 Personal/Social Adj.
REGN 36+37+46 Child & Adol Care/Maternal & Infant Care/Comm & Mental Hlth
STU 1 College Success

#Veterans who have completed basic training and submit a DD214 will receive credit for HLTH 1.

6. MULTICULTURAL REQUIREMENT – Three (3) units required. (Note: A course in this area may be double-counted to also satisfy one of the other areas numbered 1-5. Courses which can be double-counted are marked with an asterisk.) - Courses in the Multicultural requirement area contain perspectives on people from other cultures and backgrounds as well as an examination of the contributions of non-Western cultures, or the intersection of culture with race, ethnicity, gender, class or other important social categories, such as religion. After successful completion of a course from this area, a student will be able to compare and contrast perspectives of various cultural groups as defined by religion, ethnicity, race, gender, class or other important social categories.

ADJU 18 Comm Relations/Multicul Issues for Law Enforcement
ANTH 2 Cultural Anth
ANTH 14 Rel, Myth & Ritual
ANTH 25 Cult/Hist North Am Indian
ART 4 World Art
ASL 1 American Sign Language 1
ASL 2 American Sign Language 2
ASL 3 American Sign Language 3
ASL 4 American Sign Language 4
BUAD 12 International Business
CHIN 1 Mandarin Chinese
CMST 20 Intercultural Comm.
CMST 50 Gender & Comm
ECE 28 Teach Div. Society

ENGL 10A World Lit (to 1650)
ENGL 10B World Lit (after 1650)
ENGL 18 African Amer Lit
ENGL 20 World Mythology
ETHS 1 Intro to Ethnic Studies
ETHS 4 Psychology of Prejudice
ETHS 5 Intro to Asian American Studies
ETHS 11 Intersectionality of Race/Ethn/Hlth
FREN 1 French 1
FREN 2 French 2
GEOG 1B Human Geography
GEOG 7 California Geography
GEOG 8 World Regional Geog

GERM 1 German 1
GERM 2 German 2
HIST 2 World Civ to 1500 C.E.
HIST 3 World Civ 1500 to Present
HIST 25 (ETHS 25) African American History
HIST 35 (ETHS 35) History of Mexican Americans
HIST 38 History/World Religions
HLTH 6 Culture and Health
HOSP 55 Cust. Serv. Skills/Multicult
JAPN 1 Japanese 1
JAPN 2 Japanese 2
JAPN 3 Japanese 3
JAPN 4 Japanese 4

MUS 14 World Music
POLS 20 Politics of Dev World
PSYC 20 Cross-Cultural Psychology
PSYC 41 Cul/Soc Context Childhood
SOC 25 (ETHS 3) Race/Ethn/Soc
SOC 30 Sociology of Gender
SPAN 1 Spanish 1
SPAN 2 Spanish 2
SPAN 3 Spanish 3
SPAN 4 Spanish 4
SPAN 11 Elementary Spanish Conv
SPAN 12 Intermediate Spanish Conv

Shasta College 2023-2024

California State Universities – General Education

Shasta College students will meet the General Education requirements for all campuses of the California State University system by completing the following General Education Program. Shasta College may certify a maximum of 39 semester units from Categories A - F. *Courses listed more than once may be used to fulfill the requirements of one category only.*

An additional 9 units of upper division work must be taken at a CSU campus to complete the full 48-unit General Education requirement.

CATEGORY A: Students shall select a minimum of nine (9) units in communications in the English language. Students must select one course from each area.

A1: Oral Communication

CMST 54: Small Group Communication

CMST 60: Public Speaking

A2: Written Communication

ENGL 1A: College Composition

ENGL 1AX: College Composition with Support

A3: Critical Thinking

CMST 40: Argumentation and Debate

ENGL 1B: Literature & Composition

PHIL 8: Logic

ENGL 1C: Crit. Reasoning/Reading/Writ

CATEGORY B: Students shall select a minimum of nine (9) units in the physical universe and its life forms and in mathematical concepts and quantitative reasoning. Students shall select at least three units from each area. One of the courses must have a laboratory. Additional courses may be selected from any area. Courses underlined are designated as laboratory courses.

B1/B3: Physical Sciences

AGPS 24: Soils

ASTR 2: Stellar Astronomy

ASTR 3: Astronomy: The Solar System

CHEM 1A: General Chemistry

CHEM 1B: General Chemistry

CHEM 2A: Introduction to Chemistry

CHEM 2B: Intro to Organic & Bio Chemistry

CHEM 10: Chemistry for Liberal Arts

CHEM 11: Chemistry Lab for Liberal Arts

CHEM 70: Organic Chemistry

CHEM 70A: Organic Chemistry Lab

CHEM 71: Organic Chemistry

CHEM 71A: Organic Chemistry Lab

ESCI 1: The Active Earth

ESCI 2: Earth: The History of Our Planet

ESCI 3: Mineralogy & Crystal Optics

ESCI 6: Ancient Life

ESCI 7: Intro to Geology of California

ESCI 8: Planetary Geology

ESCI 9: Earthquakes, Volcanoes

ESCI 10: Environmental Geology

ESCI 12: General Earth Science

ESCI 14: Meteorology

ESCI 14L: Meteorology Lab

ESCI 15: Oceanography

ESCI 16: Coastal Marine Sciences

ESCI 16L: Coastal Marine Sciences Lab

ESCI 17: Earth System Science

ESCI 18: Global Climate: Past, Present, Future

GEOG 1A: Physical Geography

GEOG 1AL: Physical Geography Lab

PHSC 1: Physical Science Survey

PHYS 2A: General College Physics

PHYS 2B: General College Physics

PHYS 4A: Physics (Mechanics)

PHYS 4B: Physics (Electricity & Magnetism)

PHYS 4C: Physics (Heat, Waves, Optics, & Modern Physics)

B2/B3: Life Sciences

AGAS 19: Principles of Animal Science

AGEH 33: Environ. Horticulture

AGNR 60: Environmental Science

AGNR 61: Environmental Science Lab

AGPS 20: Plant Science

ANAT 1: Human Anatomy

ANTH 1: Physical Anthropology

BIOL 1: Principles of Biology

BIOL 5: Human Biology

BIOL 6: Human Biology

BIOL 10: General Biology

BIOL 10L: General Biology Lab

BIOL 11: Diversity of Life

BIOL 12: Field Biology

BIOL 12L: Field Biology Lab

BOT 1: General Botany

BOT 15: Plants and People

BOT 15L: Plants and People Lab

ESCI 6: Ancient Life

MICR 1: Microbiology

NHIS 5: Natural History of the Neotropics

NHIS 5L: Natural History of the Neotropics Lab

NHIS 15: Natural History of California

PHY 1: Physiology

ZOOL 1: General Zoology

B4: Mathematical Concepts and Quantitative Reasoning

BUAD 14: Personal Finance

MATH 2: Precalculus Mathematics

MATH 2A: Precalculus College Algebra

MATH 2AS: Precalc College Algebra w/Support

MATH 2B: Precalculus Trigonometry

MATH 3A: Calculus 3A

MATH 3B: Calculus 3B

MATH 4A: Calculus 4A

MATH 4B: Differential Equations

MATH 6: Linear Algebra

MATH 8: Finite Mathematics

MATH 9: Survey of Calculus

MATH 11: Patterns of Mathematical Thought

MATH 13: College Algebra for Liberal Arts

MATH 14: Introduction to Statistics

MATH 14S: Statistics with Support

MATH 41A: Concepts of Elementary Math

MATH 41B: Concepts of Elementary Math

SOC 3: Statistics for the Behavioral Sciences

CATEGORY C: Students shall select a minimum of nine (9) units among the arts, literature, philosophy, and foreign languages, with at least one course in the arts and one in the humanities.

C1: Arts

ART 1: Introduction to Art**

ART 2: History of Western Art**

ART 3: Western Art, Renaissance to Cont.**

ART 4: World Art**

ART 6: History of Modern Art

CMST 30: Oral Interpretation

ENGL 14: Drama as Lit

HUM 2: Exploring the Humanities

HUM 4: Humanities Through Film

MUS 10: Music Appreciation

MUS 11: History of Jazz and Early Rock

MUS 14: World Music**

MUS 15: History of Rock

MUS 16: History of Jazz

THTR 1: Introduction to Theatre

THTR 5: 20th Century Multicul Theatre

THTR 8: History of World Theatre I

THTR 9: History of World Theatre II

C2: Humanities

ASL 1: American Sign Language 1

ASL 2: American Sign Language 2

ASL 3: American Sign Language 3

ASL 4: American Sign Language 4

CHIN 1: Mandarin Chinese 1

ENGL 1B: Literature & Composition

ENGL 10A: World Literature to 1650**

ENGL 10B: World Literature after 1650**

ENGL 11A: Survey of American Lit.

ENGL 11B: Survey of American Lit.

ENGL 13A: Survey of English Lit.

ENGL 13B: Survey of English Lit.

ENGL 14: Drama as Lit.

ENGL 15: Lit. By/About Women

ENGL 16: Poetry

ENGL 17: Intro to Shakespeare

ENGL 18: African American Lit.*

ENGL 19: Survey of Bible as Literature

ENGL 20: World Mythology**

ENGL 25: Linguistics

ENGL 31: Creative Writing

ENGL 36: Children's Lit.

FREN 1: French 1

FREN 2: French 2

GERM 1: German 1
 GERM 2: German 2
 HIST 2: World Civilization to 1500 C.E.**
 HIST 3: World Civilization: 1500 to Present**
 HUM 2: Exploring the Humanities
 HUM 4: Humanities Through Film
 HUM 70: Exploring Contemporary TV
 JAPN 1: Japanese 1

JAPN 2: Japanese 2
 JAPN 3: Japanese 3
 JAPN 4: Japanese 4
 JAPN 19: Japanese Conversation 1
 JAPN 20: Japanese Conversation 2
 PHIL 6: Introduction to Philosophy
 PHIL 7: Ethics: Understanding Right/Wrong
 PHIL 8: Logic

PHIL 14: Modern Western Philosophy
 SPAN 1: Spanish 1
 SPAN 2: Spanish 2
 SPAN 3: Spanish 3
 SPAN 4: Spanish 4
 SPAN 11: Elementary Spanish Conversation
 SPAN 12: Intermediate Spanish Conversation
 SPAN 19: Span and Latin Amer. Civilization

CATEGORY D: Students shall select a minimum of six (6) units in social, political and economic institutions and behavior, and their historical background.

ADJU 10: Intro to Admin of Justice*
 ADJU 59: Restorative Justice
 AGAB 54: Agricultural Economics
 AGNR 11: Environmental Ethics
 AGPS 25: California Water
 ANTH 2: Cultural Anthropology**
 ANTH 14: Religion, Myth, and Ritual**
 ANTH 25: Culture/Hist North Amer. Indian*
 ARCH 3: Principles of Archaeology**
 CMST 10: Interpersonal Comm.
 CMST 20: Intercultural Comm.*
 CMST 50: Gender and Comm.
 ECE 1: Human Development*
 ECE 9: Child Growth & Development*
 ECON 1A: Principles of Econ. (Micro)
 ECON 1B: Principles of Econ. (Macro)
 GEOG 1B: Human Geography**
 GEOG 5: Society, Environment, & GIS

GEOG 7: California Geography*
 GEOG 8: World Regional Geography**
 HIST 1A: History of Western Civ.
 HIST 1B: History of Western Civ.
 HIST 2: World Civilization to 1500 C.E.**
 HIST 3: World Civilization 1500 to Pres**
 HIST 17A: United States History
 HIST 17B: United States History
 HIST 17BH: United States History/Hnrs
 HIST 25 (ETHS 25): African American History*
 HIST 35 (ETHS 35): Hist. of Mex. Americans*
 HIST 38: History of World Religion**
 HIST 40: History & Govern. California
 HLTH 6: Culture and Health**
 HUSV 70 Intro to Soc Work/Human Svcs
 JOUR 21: Intro to Mass Comm.
 POLS 1: Intro. to Political Science

POLS 2: Intro. to Amer. Government
 POLS 20: Politics/Developing World**
 POLS 25: Intro to International Relations
 PSYC 1A: General Psychology
 PSYC 5: Human Sexuality
 PSYC 14: Personal/Social Adjustment
 PSYC 15: Social Psychology
 PSYC 17: Abnormal Psychology
 PSYC 20: Cross-cultural Psychology*
 PSYC 41: Cult/Soc Context of Chldhd*
 PSYC 46: Human Memory & Learning
 SOC 1: Introduction to Sociology
 SOC 1H: Introduction to Sociology/Hnrs
 SOC 2: Social Problems
 SOC 15: Sociology of Mass Media
 SOC 25 (ETHS 3): Race, Ethnicity, & Society*
 SOC 30: Sociology of Gender*

AMERICAN HISTORY AND GOVERNMENT REQUIREMENTS FOR GRADUATION FROM A CSU CAMPUS

Completion of a course in American History and a course in American Government is a requirement to graduate from any of the 23 CSU universities. At Shasta College, HIST 17A, HIST 17B, or HIST 17BH and POLS 2 will satisfy the requirement.

CATEGORY E: Students shall select a minimum of three (3) units in lifelong understanding and development of themselves as integrated physiological, social and psychological entities.

E1:

ECE 1: Human Development*
 ECE 2: Child, Family, Community*
 ECE 9: Child Growth & Development*
 HLTH 1: Health and Wellness
 HLTH 2: Nutrition and Fitness
 HLTH 3: Substance Abuse Awareness

HLTH 4: Women's Health
 HLTH 7: Stress Management and Health
 HUSV 16: Marriage and Family*
 HUSV 18: Adulthood and Aging
 HUSV 60: Life Management
 NUTR 25: Nutrition

PSYC 1A: General Psychology
 PSYC 5: Human Sexuality
 PSYC 14: Personal/Social Adjustment
 STU 1: College Success

CATEGORY F: Students shall select a minimum of three (3) units in Ethnic Studies.

ETHS 1: Intro to Ethnic Studies

ETHS 5: Intro to Asian American Studies

ETHS 11: Intersectionality
 Race/Ethnicity/Health

Students who began taking classes at Shasta College prior to Fall 2021 and who maintain catalog rights may complete previous catalog CSU GE requirements; see a counselor for further information.

CHICO STATE requires two courses to satisfy the U.S. Diversity & Global Cultures requirement. Both courses may be part of the 39-unit General Education requirement.

- Courses with one asterisk (*) meet the U.S. Diversity requirement and are "concerned primarily with the aspirations and history of ethnic subcultures". They are ADJU 10, CMST 20, ECE 1, ECE 2, ECE 9, ECE 28, ENGL 18, GEOG 7, HIST 25 (ETHS 25), HUSV 16, PSYC 20, PSYC 41, SOC 25 (ETHS 3), SOC 30
- Courses with two asterisks (**) meet the Global Cultures requirement and are "concerned primarily with cultures and societies outside Western Heritage". They are ANTH 2, ANTH 14, ARCH 3, ART 1, ART 2, ART 3, ART 4, ENGL 10A, ENGL 10B, ENGL 20, GEOG 1B, GEOG 8, HIST 2, HIST 3, HIST 38, HLTH 6, MUS 14, POLS 20.

Courses taken for CSU General Education are applied to categories based on the General Education list for the year they are completed. This is the approved list for courses taken Fall 2023 through Summer 2024. See www.assist.org for prior years.

Shasta College 2023-2024

IGETC

(Intersegmental General Education Transfer Curriculum)

Students who are planning to transfer to the University of California system or who are undecided about whether to transfer to a UC or CSU may satisfy general education requirements with IGETC. The IGETC will permit a student to transfer from a community college to a campus in either the UC or CSU system without the need to take additional lower division general education courses to satisfy campus general education requirements. Transfer students to UC have the option of following IGETC or completing the general education requirement at the campus they plan to attend. Students pursuing majors that require extensive lower division preparation may not find the IGETC option to be advantageous. Check with a counselor before choosing your general education pattern.

IGETC courses must be completed with a "C" grade or better (P is acceptable).

AREA 1 - ENGLISH COMMUNICATION

Group A: English Composition (one course)
ENGL 1A: College Composition

ENGL 1AX: College Composition with Support

Group B: Critical Thinking/English Composition (one course)
ENGL 1B: Literature and Composition

ENGL 1C: Critical Reasoning, Reading and Writing

FOR CSU ONLY:

Group C: Oral Communication (one course)
CMST 54: Small Group Communication
CMST 60: Public Speaking

AREA 2 - MATHEMATICAL CONCEPTS AND QUANTITATIVE REASONING (one course):

MATH 2: Pre-Calculus
MATH 2A: Precalculus College Algebra
MATH 2B: Precalculus Trigonometry
MATH 3A: Calculus+
MATH 3B: Calculus

MATH 4A: Calculus
MATH 4B: Differential Equations
MATH 6: Linear Algebra
MATH 8: Finite Math
MATH 9: Survey of Calculus+

MATH 13: College Algebra for Liberal Arts
MATH 14: Intro to Statistics
MATH 14S: Statistics with Support
SOC 3: Statistics for the Behavioral Sciences

AREA 3 - ARTS AND HUMANITIES (three courses; at least one course from the Arts and one from the Humanities):**3A – ARTS:**

ART 1: Introduction to Art
ART 2: History of Western Art
ART 3: Western Art, Renaissance to Cont.
ART 4: World Art
ART 6: History of Modern Art

MUS 10: Music Appreciation
MUS 11: History of Jazz and Early Rock
MUS 14: World Music
MUS 15: History of Rock
MUS 16: History of Jazz

THTR 1: Introduction to Theatre+
THTR 5: 20th Century Multicultural Theatre
THTR 8: History of World Theatre I
THTR 9: History of World Theatre II

3B – HUMANITIES:

ASL 2: American Sign Language 2
ASL 3: American Sign Language 3
ASL 4: American Sign Language 4
ENGL 10A: World Literature (to 1650)
ENGL 10B: World Literature (after 1650)
ENGL 11A: Survey of American Literature
ENGL 11B: Survey of American Literature
ENGL 13A: Survey of English Literature
ENGL 13B: Survey of English Literature
ENGL 14: Survey of Drama as Literature
ENGL 15: Literature By and About Women
ENGL 16: Poetry

ENGL 17: Intro to Shakespeare
ENGL 18: African American Literature
ENGL 19: Survey of the Bible as Literature
ENGL 20: World Mythology
ENGL 25: Linguistics
ENGL 36: Children's Lit
FREN 2: French 2
GERM 2: German 2
HIST 2: World Civilization to 1500 C.E.
HIST 3: World Civilization 1500 to Present
HIST 25 (ETHS 25): African American History
HUM 2: Exploring the Humanities

HUM 4: Humanities Through the Film
HUM 70: Exploring Contemporary TV
JAPN 2: Japanese 2
JAPN 3: Japanese 3
JAPN 4: Japanese 4
PHIL 6: Intro. to Philosophy
PHIL 7: Ethics: Understand Right/Wrong
PHIL 14: Modern Western Philosophy
SPAN 2: Spanish 2
SPAN 3: Spanish 3
SPAN 4: Spanish 4
SPAN 12: Intermediate Spanish Conversation

AREA 4 - SOCIAL AND BEHAVIORAL SCIENCES (two courses from at least two disciplines):

ANTH 2: Cultural Anthropology
ANTH 14: Religion, Myth, and Ritual
ANTH 25: Culture/History of N. Amer. Indian+
ARCH 3: Principles of Archaeology
CMST 10: Interpersonal Communication
CMST 50: Gender and Communication
ECE 1: Human Development
ECE 9: Child Growth and Development
ECON 1A: Principles of Economics (Micro)
ECON 1B: Principles of Economics (Macro)
ETHS 11: Intersectional Race/Ethnicity/Health
GEOG 1B: Human Geography
GEOG 7: California Geography
GEOG 8: World Geography
HIST 1A: History of Western Civilization

HIST 1B: History of Western Civilization
HIST 2: World Civilization to 1500 C.E.
HIST 3: World Civilization 1500 to Present
HIST 17A: United States History
HIST 17B: United States History
HIST 17BH: United States History/Hnrs
HIST 25 (ETHS 25): African American History
HIST 35 (ETHS 35): Hist of Mexican Americans
HIST 38: History of World Religions
HIST 40: History & Government of CA
HLTH 6: Culture and Health
POLS 1: Introduction to Political Science
POLS 2: Introduction to American Government
POLS 20: Politics of the Developing World
POLS 25: Intro to International Relations

PSYC 1A: General Psychology
PSYC 5: Human Sexuality
PSYC 14: Personal/Social Adjustment
PSYC 15: Social Psychology
PSYC 17: Abnormal Psychology
PSYC 20: Cross-cultural Psychology
PSYC 41: Cultural/Soc Context-Childhood
PSYC 46: Human Memory & Learning
SOC 1: Introduction to Sociology
SOC 1H: Introduction to Sociology/Hnrs
SOC 2: Social Problems
SOC 15: Sociology of Mass Media
SOC 25 (ETHS 3): Race, Ethnicity, & Society
SOC 30: Sociology of Gender

+Transfer credit may be limited by either UC or CSU or both (usually due to duplication of content). Students should consult with a counselor for additional information.

AREA 5 - PHYSICAL AND BIOLOGICAL SCIENCES (two courses, one Physical Science and one Biological Science for a minimum of 7 units; at least one course must include a laboratory (underlined)).

5A – PHYSICAL SCIENCES:

ASTR 2: Stellar Astronomy
 ASTR 3: Astronomy: The Solar System
CHEM 1A: General Chemistry
CHEM 1B: General Chemistry
CHEM 2A: Intro to Chemistry +
CHEM 2B: Intro to Org & Bio Chemistry+
 CHEM 10: Chemistry for Liberal Arts+
 CHEM 11: Chemistry Lab/Liberal Arts+
 CHEM 70: Organic Chemistry
CHEM 70A: Organic Chemistry Lab
 CHEM 71: Organic Chemistry
CHEM 71A: Organic Chemistry Lab
ESCI 1: The Active Earth

ESCI 2: Earth: The History of Our Planet
ESCI 3: Mineralogy & Crystal Optics
ESCI 6: Ancient Life
ESCI 7: Intro to Geology of California
 ESCI 8: Planetary Geology
 ESCI 9: Earthquakes, Volcanoes
ESCI 10: Environmental Geology
ESCI 12: Earth Science Survey+
 ESCI 14: Meteorology
ESCI 14L: Meteorology Lab
ESCI 15: Oceanography
 ESCI 16: Coastal Marine Sciences
ESCI 16L: Coastal Marine Sciences Lab

ESCI 17: Earth System Science
 ESCI 18: Global Climate: Past/Present/Future
 GEOG 1A: Physical Geography
GEOG 1AL: Physical Geography Lab
PHSC 1: Physical Science Survey+
PHYS 2A: General College Physics+
PHYS 2B: General College Physics+
PHYS 4A: Physics (Mechanics)+
PHYS 4B: Physics (Electricity & Magnetism)+
PHYS 4C: Physics (Heat, Waves, Optics, & Modern Physics)+

5B – BIOLOGICAL SCIENCES:

AGNR 60: Environmental Science
AGNR 61: Environmental Science Lab
AGPS 20: Plant Science
ANAT 1: Human Anatomy
 ANTH 1: Physical Anthropology
BIOL 1: Principles of Biology
 BIOL 5: Intro to Human Biology+
BIOL 6: Intro to Human Biology Lab+

BIOL 10 General Biology+
BIOL 10L: General Biology Lab
 BIOL 11: Diversity of Life
 BIOL 12: Field Biology
BIOL 12L: Field Biology Lab
BOT 1: General Botany
 BOT 15: Plants and People
BOT 15L: Plants and People Lab

MICR 1: Microbiology
 NHIS 5: Natural History of the Neotropics
NHIS 5L: Natural Hist of the Neotropics Lab
 NHIS 15: Natural History of California
PHY 1: Physiology
ZOOL 1: General Zoology

AREA 6 - LANGUAGE OTHER THAN ENGLISH

Proficiency is required by UC. CSU transfers do not need to meet this requirement. Proficiency is defined as two years of high school study in the same language with a "C" grade or better. If you have not satisfied this requirement in high school, you must take one of these courses:

ASL 1: American Sign Language 1
 ASL 2: American Sign Language 2
 ASL 3: American Sign Language 3
 ASL 4: American Sign Language 4
 CHIN 1: Mandarin Chinese 1
 FREN 1: French 1

FREN 2: French 2
 GERM 1: German 1
 GERM 2: German 2
 JAPN 1: Japanese 1
 JAPN 2: Japanese 2
 JAPN 3: Japanese 3

JAPN 4: Japanese 4
 SPAN 1: Spanish 1
 SPAN 2: Spanish 2
 SPAN 3: Spanish 3
 SPAN 4: Spanish 4
 SPAN 12: Intermediate Spanish Conversation

AREA 7 – ETHNIC STUDIES (one course; this course must be in the ethnic studies or in a similar field, provided that the course is cross-listed with ethnic studies).

ETHS 1: Intro to Ethnic Studies

ETHS 5: Intro to Asian American Studies
 Health Disparities

ETHS 11: Intersect of Race, Ethn, and Health

CSU GRADUATION REQUIREMENT IN U.S. HISTORY AND AMERICAN IDEALS (Two courses, one from each group):

GROUP 1:

HIST 17A: United States History
 HIST 17B: United States History
 HIST 17BH: United States History – Honors

GROUP 2:

POLS 2: Introduction to American Government

+Transfer credit may be limited by either UC or CSU or both (usually due to duplication of content). Students should consult with a counselor for additional information.

This is the approved list for courses taken Fall 2023 through Summer 2024. See www.assist.org for prior years.

Degrees and Certificates

NOTE: Check with your counselor and/or division office regarding sequence of course offerings for degrees and certificates.

ADMINISTRATION OF JUSTICE

Administration of Justice

Associate in Science for Transfer:

SC Program: AS-T.1003

PROGRAM DESCRIPTION: This course of study prepares students for transfer to complete work for a bachelor's degree in criminal justice or economic crime investigation. Students will be able to describe the individual functions and components of the modern criminal justice system; use introductory concepts of legal research to locate, analyze, and discuss the content of statutory and case law; and explain the underlying cause of antisocial and criminal behavior. Proper selection of curriculum electives further enables students to study other academic disciplines, such as political science, sociology, and public administration. This program is appropriate for students considering law school as well as certain careers in law enforcement.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Identify and apply communication skills when interacting with all people.
2. Identify the need for understanding diverse populations in the criminal justice field and establish strategies for effectively communicating with those diverse populations.
3. Identify the cultural differences found in most communities and apply methods of effectively bridging those differences.
4. Demonstrate and apply critical thinking skills in dealing with ethical decision making within the criminal justice system.
5. Demonstrate the ability to locate resources which enable the resolution of problems within the community and the participants of the criminal justice system.
6. Recognize the major impact ethics and morality has on the citizens the law enforcement profession serves and the daily interaction with others within the criminal justice system.
7. Develop effective writing skills to properly document law enforcement priorities.
8. Demonstrate an understanding of the theory and application of law enforcement rules, regulations, and applicable laws.
9. Demonstrate the ability to make the correct decision during critical life-threatening situations.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Science in Administration of Justice for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

ADJU 10*	Introduction to Administration of Justice	3
ADJU 15	Concepts of Criminal Law	3

LIST A (Choose two courses from the following): 6

ADJU 16	Legal Aspects of Evidence (3)	
ADJU 17	Principles/ Procedures of the Justice System (3)	
ADJU 18	Community Relations & Multicultural Issues for Law Enforcement (3)	
ADJU 20	Principles of Investigation (3)	

ADJU 22	Juvenile Procedures (3)	
ADJU 40	Introduction to Corrections (3)	

LIST B (Choose two courses from the following): 6-7

ADJU 45	Criminal Street Gangs (3)	
ADJU 46	Narcotic and Drug Abuse (3)	
ADJU 59	Restorative Justice (3)	
MATH 14*#	Introduction to Statistics (4)	
PSYC 1A*#	General Psychology (3)	
SOC 1*#	Introduction to Sociology (3)	

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN SCIENCE IN ADMINISTRATION OF JUSTICE FOR TRANSFER DEGREE REQUIREMENTS:

Major	18-19
General Education	37-39
General Electives	5-12*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Associate in Science:

SC Program: AS.1001

PROGRAM DESCRIPTION: The Administration of Justice Program (AOJ) is designed to provide professional courses in AOJ fields for the pre-service student, and for the criminal justice employee preparing for promotional exams or to upgrade or maintain skills and knowledge. At Shasta College, you will receive occupational training for both the entrance and promotional levels of AOJ agencies and allied services. With additional general education courses, you will also be able to fulfill the requirements to transfer to a four-year college with junior standing. A variety of agencies exist at the federal, state and local levels of government; and also through private industry.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Explain the evolution of the criminal justice system, its objectives, role and trends.
2. Describe common California criminal law concepts, Constitutional Rights, and the core principles that peace officers must follow.
3. Display their knowledge of evidence collection, chain of evidence, submission of evidence, and legal requirements for the handling of evidence.
4. Demonstrate their knowledge of the California court criminal system, law enforcement report writing, and court testimony.
5. Illustrate the process of a fundamental criminal investigation and the follow up process that can lead to submission to the district attorney, court system, and corrections.
6. Identify issues and strategies that pertain to police relations with a diverse community.

DEGREE REQUIREMENTS:

CORE COURSES:

ADJU 10*	Introduction to Administration of Justice	3
ADJU 15	Concepts of Criminal Law	3
ADJU 16	Legal Aspects of Evidence	3
ADJU 17	Principles and Procedures of the Justice System	3
ADJU 18	Community Relations & Multicultural Issues for Law Enforcement	3

ADJU 20	Principles of Investigation	3
ADJU 23	Career Planning for Administration of Justice	3
ADJU 26	Courtroom Testimony/Report Writing	3

RESTRICTED ELECTIVES: (Choose six units) 6

ADJU 21	Police Field Operations (3)
ADJU 22	Juvenile Procedures (3)
ADJU 30	Wildlife Law Enforcement (3)
ADJU 40	Introduction to Corrections (3)
ADJU 45	Criminal Street Gangs (3)
ADJU 46	Narcotic and Drug Use (3)
ADJU 59*	Restorative Justice (3)
ADJU 106	Domestic and Sexual Violence Intervention (4)
CIS 1*	Computer Literacy Workshop (3)
SOC 2*	Social Problems (3)

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	30
Additional General Education	18
General Electives	12
Degree Total	60*

*Note: Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Public Safety and Services**General Studies – 18 Unit Emphasis:****SC Program: AS.1503**

This emphasis permits the student to explore courses in the field of public safety and for current law enforcement personnel to earn an associate degree for advancement in the field.

PROGRAM LEARNING OUTCOMES:

For General Studies Degree Learning Outcomes, see page 35.

Complete the following course:

ADJU 10*	Introduction to Administration of Justice (3)
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Choose five courses from the following list:

ADJU	15, 16, 17, 18, 20, 21, 22, 23, 26, 30, 40, 59, 106
SOC	2

AGRICULTURE**Agriculture Animal Science****Associate in Science for Transfer:****SC Program: AS-T.2004**

PROGRAM DESCRIPTION: This program provides students with the opportunity to meet the requirements for transfer to the California State University system in Animal Science or a similar major. Animal Science is the study of animals that provide food, fiber, and companionship for mankind. Technological advances in the animal sciences have contributed to a safe, healthy, abundant, and inexpensive food supply. Income from animal agriculture contributes to more than 50 percent of the economic returns of American agriculture to the U.S. economy and, accordingly, career opportunities abound for those trained in animal science. The United States Department of Agriculture (USDA) reported that more than 48,000 jobs will be created annually for graduates with expertise in agriculture and related industries. Those students interested in teaching at the high school level should know that the nation is experiencing a shortage of well qualified agriculture teachers. Current and prospective community college students interested in this degree are encouraged to meet with a Counselor to develop an educational plan that best meets their goals and needs.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Identify and implement sustainable livestock management practices that will improve livestock quality, provide efficacious management, protect the natural resources and ensure economic viability of the livestock industry;
2. Demonstrate a working knowledge of animal production life cycles to develop a ranch management calendar that incorporates scientifically based management decisions and the latest technological advances in livestock husbandry;
3. Name and demonstrate proper use of equipment that humanely confines, treats or protects livestock;
4. Identify and evaluate livestock anatomy and physiology and relate form to function;
5. Demonstrate knowledge of practical reproductive management of livestock species;
6. Define livestock nutritional needs and demonstrate proper feeding techniques related to growth, development and finishing of livestock;
7. List common infectious diseases and parasites and explain the role of preventative health; and
8. Explain marketing strategies and market classification of livestock and their products.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Science in Agriculture Animal Science for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

AGAB 54*	Agriculture Economics	3
AGAS 19*	Principles of Animal Science	3
CHEM 1A*#	General Chemistry OR	5
CHEM 2A*#	Introduction to Chemistry	
MATH 14*#	Introduction to Statistics	4

LIST A (Select two courses, one from each area): 6

Area 1: Animal Production

AGEQ 13	Equine Science (3)
AGAS 30	Livestock Production (3)

Area 2: Animal Health

AGAS 11	Livestock Feeding and Nutrition (3)
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LIST B (Select one course): 3-5

Any LIST A course not already used

AGPS 20	Plant Science (4)
AGPS 24	Soils (3)
CHEM 2B*#	Introduction to Organic and Biochemistry (5)

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN SCIENCE IN AGRICULTURE ANIMAL SCIENCE FOR TRANSFER DEGREE REQUIREMENTS:

Major	24-26
General Education	37-39
General Electives	4-9*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Agriculture Business

Associate in Science for Transfer:

SC Program: AS-T.2003

PROGRAM DESCRIPTION: The Associate in Science in Agricultural Business for Transfer Degree (AS-T in Agricultural Business) provides students with the opportunity to meet the requirements for transfer to the California State University system in Agricultural Business. In order to earn this degree a student must complete 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Completing this degree guarantees admission to the CSU system but not to a particular campus or major. The degree is designed to prepare students for upper division study in Agricultural Business and related fields. Agricultural Business graduates at the bachelor's level are qualified for employment by industry in a variety of jobs, in areas such as marketing of crops and related agricultural production equipment, banking and production loans, food processing, international marketing and agricultural policy.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Organize and prepare reports, presentations and other information pertaining to local business trends.
2. Describe and interpret the world markets and the effect they might have on local agriculture.
3. Explain supply and demand and how it relates to California's agricultural economy.
4. Use computers and other technology as accounting and modeling tools.
5. Meet the requirements for transfer to a California State University with a major in Agricultural Business.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Science in Agricultural Business for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

AGAB 54*	Agriculture Economics	3
CHEM 1A*#	General Chemistry (5) OR	5
CHEM 2A*#	Introduction to Chemistry (5)	
ECON 1B*#	Principles of Economics (Macro)	3
MATH 14*#	Intro to Statistics	4

LIST A (Select three courses): 9-10

AGAB 51	Agriculture Accounting (3)
AGAB 53	Introduction to Agriculture Business (3)
AGAS 19*	Principles of Animal Science (3) OR
AGPS 20*#	Plant Science (4)
AGNR 52	Computers in Agriculture and Natural Resources (3)

LIST B (Select one course): 3-4

Any List A course not used above	
AGMA 42	Farm Power and Machinery (3)
AGPS 24*	Soils (3)

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN SCIENCE IN AGRICULTURAL BUSINESS FOR TRANSFER DEGREE REQUIREMENTS:

Major	27-28
General Education	37-39

General Electives

2-9*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Agriculture – Equipment Operations & Maintenance

Certificate:

SC Program: CL.3425

PROGRAM DESCRIPTION: This curriculum is designed to provide employable skills essential to several occupations and emphasizes the "learning-by-doing" method of instruction on modern up-to-date equipment.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Understand and demonstrate safe heavy equipment operational and maintenance practices.
2. Use heavy equipment to move soil to grade.
3. Perform basic equipment inspections and maintenance procedures.
4. Demonstrate the knowledge and skills to survey, layout and set grade on a construction project.
5. Operate and maintain heavy equipment resulting in minimum impact to the watershed and use appropriate Best Management Practices to control erosion.

CERTIFICATE REQUIREMENTS:

AGMA 44	Intro. to Const. Skills for Ag and Nat. Res. OR	3
WELD 70	Beginning Welding	

AGNR 66A	Watershed Restoration Practicum I OR	1
AGNR 66B	Watershed Restoration Practicum I	

CONS 45	Career Planning/Leadership for Heavy Equip.	2
CONS 46	Equipment Operations and Maintenance	3
CONS 47	Project Construction for Equipment Operations	3
CONS 48	Surveying for Equipment Operators	2

MATH 73	Contemporary Math for Technical Fields OR	3
AGNR 52	Computers in Ag and Natural Resources OR	
CIS 1	Computer Literacy Workshop	

Choose at least 6 units from the following courses: 6-7

AGMA 42	Farm Power and Machinery (3)
AGPS 24	Soils (3)
CONS 148	Surveying, Grade Setting and Global Navigation Satellite Systems (GNSS) for Construction (3)
CONS 140A	Commercial Driver Learner's Permit Preparation (2)
CONS 140B	Intermediate Class A Driver's License Training (2)
DIES 48	Hydraulics (3.5)
WELD 73	Structural Steel Metal Fabrication (3)

Take 1-4 units from the following courses: 1-4

CONS 55A	Equipment Operations Skills Development (1)
CONS 55B	Equipment Operations Pad Construction (1)
CONS 55C	Equipment Ops Roadway Construction (1)
CONS 55D	Equipment Ops Global Satellite System (1)
CONS 94	Worksite Learning for Construction Tech (1-4)

TOTAL UNITS FOR CERTIFICATE 24 – 28

Agriculture – Forest Science and Technology

Associate in Science:**SC Program: AS.1494**

PROGRAM DESCRIPTION: The job market in forestry is strong with respect to both permanent and seasonal employment. On average, 70-80% of seasonal Natural Resources job openings in northern California are for forestry technicians. Duties will vary, but generally include timber inventory and marking, harvest plan layout, ecosystem restoration work, and wildlife surveys. Today, this new forestry must focus on the ecosystem as a whole while realizing we still need to provide a myriad of values from our forests. Such values include biodiversity, clean air and water, and recreation in addition to wood products. By properly applying ecological principles to manage our forests, we can enhance biodiversity and lessen the impact of our consumption on forests around the world.

On average, seasonal forestry technicians are paid anywhere from \$10-\$15 per hour. Permanent jobs for qualified technicians start around \$30,000 - \$45,000 per year with benefits. Students who complete the A.S. degree in Forest Science and Technology, with the addition of CSU General Education courses, will be well prepared to transfer to a four-year degree at Humboldt State, Cal-Poly San Luis Obispo, or other out-of-state institutions such as the University of Idaho.

Students planning to transfer to a college or university should consult a counselor to select appropriate general education and elective courses that will meet the requirements of the chosen university program.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Have the appropriate coursework and field experience to pursue Forestry Technician jobs or to transfer to a University in a Forestry-related field.
2. Be able to properly identify common species of trees and shrubs native to the Western US by their scientific and common names and to discuss general uses, site characteristics, and geographic distributions of these species.
3. Be able to apply knowledge of the silvicultural treatments used to regulate stand, composition, regenerate stands, increase growth rates, and improve timber quality.
4. Be able to apply skills in the safe use and maintenance of tools and equipment.
5. Be able to apply computer skills using forestry-related software.
6. Be able to select and implement an appropriate protocol following the scientific method to collect, statistically analyze, evaluate, and document original research data.
7. Be able to accurately navigate in the field using maps, compass, a Global Positioning System (GPS). Students will also be able to use GPS for field data collection and Geographic Information Systems (GIS) for data mapping and display.
8. Be able to evaluate basic theory, concepts, and ecological principles as they apply to forestry, wildlife, water resources, and ecosystem Restoration and will use his/her cumulative skills to think critically and to work out possible solutions to address problems facing natural resources managers today and in the future.

DEGREE REQUIREMENTS:**CORE COURSES:**

AGNR 1*	Introduction to Natural Resources	3
AGNR 6	Native Plant Identification	3
AGNR 50	Natural Resources Measurements	4
AGNR 51	Silviculture and Fire Ecology	2
AGNR 53	Forest Protection and Health	3
AGNR 55	Introduction to Forest Operations	3
AGNR 65	Forest Ecology	3
AGNR 94	Natural Resources Worksite Learning	1
AGPS 24*	Soils	3

BOT 1*	General Botany	4
CHEM 2A*	Introduction to Chemistry	5
GEOG 9	Map and Geospatial Principles	3
GEOG 10	Introduction to Geographic Information Systems	3

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	40
Additional General Education	18
General Electives	2
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Agriculture – Horticulture and Landscaping**Associate in Science:****SC Program: AS.1492**

PROGRAM DESCRIPTION: The horticulture industry involves growing and caring for plants, working to enhance and beautify the urban environment, and connecting people with the outdoors. The landscaping and home garden industry generates more than \$78 billion annually in the USA, employing many professionals in tree and landscape care, landscape design and construction, and nursery production. This degree will prepare students for a career in both the landscape and nursery areas. Job opportunities continue to outnumber the number of graduates in our local area. Career choices include working for state and federal organizations, garden centers, nurseries, golf courses, landscape maintenance businesses, landscape design and installation, and landscape management companies. Courses include directed practical experience with landscape care and construction, irrigation, and nursery production.

Students should contact their counselor or environmental horticulture faculty advisor to choose electives for the particular career they are planning to enter. Particular attention should be paid to course prerequisites. Students planning to transfer to a college or university should consult a counselor or Horticulture Faculty Advisor regarding transfer requirements. **TRANSFER REQUIREMENTS MAY BE DIFFERENT FROM A.S. DEGREE REQUIREMENTS.**

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Demonstrate safe and efficient use of both nursery and landscape tools, equipment and supplies
2. Demonstrate the ability to communicate with clients, assess landscape for ecological and economic sustainability, measure and analyze a property, draft a landscape and a residential irrigation design, develop management schedules, and implement practices based on client needs.
3. Design and implement a nursery operation, select and make production schedules for greenhouse crops, and propagate, grow and market nursery crops.
4. Identify 150 landscape trees, shrubs and ground covers and select species suitable for different landscape situations.
5. Demonstrate skills to assess site or plant cultural issues and make recommendations for enhancing the health of the landscape planting or nursery plants using integrated pest management.
6. Describe and implement both conventional and sustainable methods for use in the landscape relating to cultural practices, weed control, soil amendments, plant selection and care.

- Be prepared to take the California Pesticide Applicators Certificate Exam with the California Department of Pesticide Regulation.
- Explain and apply basic principles of botany to horticulture practices.
- Safely conduct landscape construction activities in the correct construction sequence: Including the proper installation of: a landscape sprinkler system, a low-volume (drip) irrigation system, concrete and brick pavers and landscape plants and sod.
- Explain and apply the concepts of job estimating and laws as they pertain to landscape construction and maintenance.
- Demonstrate landscape maintenance activities and equipment operation in a safe manner. Including the ability to test and evaluate soil fertility, select and apply fertilizers at the proper rate. Recognize common turf grass species and select proper maintenance techniques for each type of turf grass and to prune landscape trees and shrubs.
- Demonstrate a strong work and personal ethic.
- Demonstrate skills needed to take the Landscape Industries Certified Technician Exam.

DEGREE REQUIREMENTS:

Some of these classes require math skills. Students are encouraged to begin taking math classes early in the program.

CORE COURSES:

AG 6	Career Placement – Ag and Natural Resources	1
AGEH 10	Plant Identification and Usage	3
AGEH 22	Nursery Practices and Plant Propagation	2
AGEH 23	Nursery Practices and Management (2) OR	2-3
AGEH 50	Introduction to Tree Care and Urban Forestry (3)	
AGEH 26	Integrated Pest Management in Environ. Hort.	3
AGEH 31	Landscape Irrigation	3
AGEH 33*	Environmental Horticulture	3
AGEH 35	Landscape Design	3
AGEH 38	Landscape and Turf Management	3
AGEH 52	Landscape Construction OR	3
AGMA 44	Intro to Const. Skills for Ag and Nat. Res.	
AGEH 94	Horticulture Worksite Learning	3
AGNR 52	Computers in Agriculture/Natural Resources	3
AGNR 66A	Watershed Restoration Practicum I OR	1
AGNR 66B	Watershed Restoration Practicum II	
AGPS 24*	Soils	3

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	36-37
Additional General Education	18
General Electives	5-6
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Agriculture – Horticulture – Irrigation**Certificate:**

SC Program: CL.3426

PROGRAM DESCRIPTION: The Irrigation Certificate Program provides students with the skills, knowledge and hands-on experience necessary to meet the Irrigation Association standards to apply for the Auditor, Contractor or Designer Exams. Students will develop the basic skills and knowledge about irrigation principles and practices. They will explore and become familiar with the current practices in agriculture, landscape, turf management and residential industries. Students will have access to practical applications and computer training on these topics as well as worksite learning opportunities. Basic soil and plant science, electrical principles and pumping technologies will be covered.

This is a locally approved certificate. Upon satisfactory completion of the

listed requirements and **application for completion of the certificate to Admissions and Records**, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

- Demonstrate the ability to communicate with clients, measure and analyze a property, draft a landscape and a residential irrigation design, develop water management schedules, and implement practices based on client needs.
- Demonstrate safe and efficient use of landscape tools, equipment and supplies
- Safely conduct landscape construction activities in the correct construction sequence for installation of: a landscape sprinkler system and a low-volume (drip) irrigation system
- Explain and apply the concepts of job estimating and laws as they pertain to landscape construction and maintenance and utilize this information to calculate job costs.
- Demonstrate a strong work and personal ethic.

CERTIFICATE REQUIREMENTS:**CORE COURSES:**

AGEH 31	Landscape Irrigation	3
AGEH 33	Environmental Horticulture	3
AGEH 38	Landscape and Turf Management	3
AGPS 24	Soils	3
AGPS 25	California Water	3
AGEH 94	Horticulture Worksite Learning	1-2

TOTAL UNITS FOR CERTIFICATE: 16 – 17

In addition to the core courses, students will need to complete additional hours of work experience in order to take the Contractor or Designers Certification Exam with the Irrigation Association. Shasta College plans on making these opportunities available through Horticulture Worksite Learning (AGEH 94). Those students taking the Certified Irrigation Contractors exam would also need skills in layout, staking, business, management, and codes.

Agriculture: Natural Resources**Associate in Science:**

SC Program: AS.1495

PROGRAM DESCRIPTION: This curriculum is designed to provide technician-level training for students interested in working in such areas as wildlife, forestry, range, and outdoor recreation. Typical employers include local, county, and U.S. Government agencies, as well as private companies. Particular attention should be paid to course prerequisites and to whether a class is taught during the fall or spring semester, or both.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

- Have sufficient coursework and field experience to pursue seasonal technician jobs or to transfer to a University in a Natural Resources-related field.
- Be able to use a taxonomic key or field guide to correctly identify unknown species of plants, birds, mammals, and aquatic invertebrates to the level of genus.
- Be able to select and use an appropriate protocol following the scientific method to collect, statistically analyze, evaluate, and document original research data.

- Be able to accurately navigate in the field using maps, compass, a Global Positioning System (GPS). Students will also be able to use GPS for field data collection and Geographic Information Systems (GIS) for data mapping and display.
- Be able to evaluate basic theory, concepts, and ecological principles as they apply to Forestry, Wildlife, Water Resources, and Ecosystem Restoration and will use his/her cumulative skills to think critically and to work out possible solutions to address problems facing Natural Resources managers today and in the future.

DEGREE REQUIREMENTS:**CORE COURSES:**

AGNR 1*	Introduction to Natural Resources	3
AGNR 6	Native Plant Identification	3
AGNR 12	Environmental Policy and Law	2
AGNR 50	Natural Resource Measurements	4
AGNR 52	Computers in Agriculture/Natural Resources	3
AGNR 60*	Environmental Science (GE-Natural Science)	3
AGNR 64*	Watershed Management and Ecology	3
AGNR 65	Forest Ecology	3
AGNR 66A	Watershed Restoration Practicum I	1
AGNR 70	Wildlife Management and Conservation	3
AGNR 94	Natural Resources Worksite Learning	1
AGMA 44	Intro. to Const. Skills for Ag/Natural Resources	3
AGPS 24*	Soils	3
GEOG 9	Map and Geospatial Principles	3

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	38
Additional General Education	18
General Electives	4
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Agriculture: Natural Resources Certificate:

SC Program: CT.3442

PROGRAM DESCRIPTION: The Natural Resources curriculum is designed to meet the demand for trained personnel in a broad range of Natural Resource/Environmental Science fields in addition to numerous private organizations.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

- Be qualified to pursue seasonal job employment with the Federal Government, a State Agency, or a Private company in a field related to Forestry & Natural Resources.
- Be able to use a specified protocol following the scientific method to collect, analyze, evaluate, and document original research data.
- Be able to accurately navigate in the field using maps, compass, a Global Positioning System (GPS). Students will also be able to use GPS for field data collection and Geographic Information Systems (GIS) for data mapping and display.
- Be able to evaluate basic theory, concepts, and ecological principles as they apply to Forestry, Wildlife, Water Resources, and Ecosystem Restoration and will use his/her cumulative skills to think critically and to work out possible solutions to address problems facing Natural Resources managers today and in the future.

CERTIFICATE REQUIREMENTS:

AGNR 1	Introduction to Natural Resources	3
AGNR 6	Native Plant Identification	3
AGNR 50**	Natural Resources Measurements	4
AGNR 66A**	Watershed Restoration Practicum I	1
AGNR 70	Wildlife Conservation and Management	3
GEOG 9	Map and Geospatial Principles	3

TOTAL UNITS FOR CERTIFICATE**17**

**These courses also count towards the Watershed Restoration Certificate.

Agriculture Plant Science

Associate in Science for Transfer:**SC Program: AS-T.2002**

PROGRAM DESCRIPTION: The AS-T in Agriculture-Plant Science is designed to prepare students for transfer to a Bachelor's degree program in Plant Science, Horticulture or related major at a CSU campus. A Bachelor's degree in Plant Science prepares students for a career as a plant scientist, agriculture teacher, biotechnologist, agronomist or crop scientist, turf manager, farm manager, weed scientist, entomologist, nursery manager, garden specialist, researcher, or landscape manager. In order to earn this degree, a student must complete 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Completing this degree guarantees admission to the CSU system but not to a particular campus or major. The degree is designed to prepare students for upper division study in Agricultural Plant Science and related fields.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

- Identify and apply communication skills when interacting with all people. Demonstrate the ability to communicate with clients, and assess landscape or nursery for ecological and economic sustainability.
- Demonstrate the ability to test and evaluate soils, make recommendations for soil fertility, erosion control and irrigation management.
- Explain and apply basic principles of botany to horticulture practices, plant growth, development and harvest.
- Meet the requirements for transfer to a California State University with a major in Plant Science or Horticulture.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Science in Agriculture Plant Science for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

AGAB 54*	Agriculture Economics	3
AGPS 20*#	Plant Science	4
AGPS 24*	Soils	3

CHEM 1A*#	General Chemistry (5) OR	5
CHEM 2A*#	Introduction to Chemistry (5)	
MATH 14*#	Introduction to Statistics	4

LIST A (Select one option):

AGEH 10	Plant Identification and Usage (3)	3-4
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OR

AGEH 22	Nursery Practices and Plant Propagation (2) AND	
AGEH 23	Nursery Practices and Management (2)	

LIST B (Select two courses):

6-8

Any List A course not used above

AGEH 38	Landscape and Turf Management (3)
AGMA 42	Farm Power and Machinery (3)
CHEM 2B*#	Introduction to Organic and Biochemistry (5)

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN SCIENCE IN AGRICULTURE PLANT SCIENCE FOR TRANSFER DEGREE REQUIREMENTS:

Major	28-31
General Education	37-39
General Electives	2-5*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Agriculture Science, Education, and Management

Associate in Science:

SC Program: AS.1519

PROGRAM DESCRIPTION: The Agriculture Science, Education, and Management Degree at Shasta College provides training for ranching, farming, agriculture production, and related careers in vocational education, sales, services, and distribution of agriculture-related products. In the core courses, students will receive a broad-based knowledge of agriculture, agri-business management, and sustainable agricultural production practices. The three options provide students with an opportunity to customize their degree program in Agriculture Education option, Agriculture Science option, or the Farm, Ranch, and Wildland Management option. A hands-on approach provides students with realistic training and education in livestock husbandry, crop production, farm and land management, and equipment operations and repair.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Describe the development and dissemination of modern agricultural technologies and land use practices.
2. Explain the principles of crop rotation and demonstrate the ability to develop a simple crop rotation plan.
3. Articulate problems and ask critical questions concerning agricultural sustainability.
4. Address complex agricultural problems by using systems thinking and other approaches.
5. Describe the principles and practices used to enhance and maintain biological diversity in an agricultural environment.
6. Evaluate the role of soil fertility in an ecological production system.

DEGREE REQUIREMENTS:

CORE COURSES:

AG 9A	Agriculture and Natural Resources Leadership I	1
AG 94	Agriculture Worksite Learning	1
AGAB 54*	Agriculture Economics	3
AGAS 11	Livestock Feeding and Nutrition	3
AGAS 19*	Principles of Animal Science	3
AGMA 44	Introduction to Construction Skills for Agriculture and Natural Resources	3
AGNR 52	Computers in Agriculture and Natural Resources	3
AGPS 20*	Plant Science	4
AGPS 24*	Soils	3
AGSA 56	Introduction to Sustainable Agriculture and Farm Management	3
CHEM 2A*	Introduction to Chemistry	5

CONCENTRATION OPTIONS – Please choose one of the following:

OPTION 1 – General Agriculture Science Concentration (Choose 3 courses):

AGAB 51	Agriculture Accounting	3
AGAB 53	Introduction to Agriculture Business	3
AGAS 30	Livestock Production	3
AGEH 22	Nursery Practices and Plant Propagation	2
CHEM 2B*#	Introduction to Organic and Biochemistry	5

OPTION 2 – Agriculture Education Concentration (Choose 3 courses):

AG 71**	Introduction to Agriculture Education	2
**Recommended		
AG 72	Ag Education Early Field Experience	2
AGAS 30	Livestock Production	3
AGEH 22	Nursery Practices and Plant Propagation	2
AGEQ 13	Equine Science	3
AGMA 42	Farm Power and Machinery	3

OPTION 3 – Farm, Ranch, and Wildland Management (Choose 3 courses):

AGAB 51	Agriculture Accounting	3
AGAB 53	Introduction to Agriculture Business	3
AGAS 30	Livestock Production	3
AGEQ 21	Horse Management	3
AGMA 42	Farm Power and Machinery	3
AGNR 4	Introduction to Wildland and Range Ecology	3
AGNR 70	Wildlife Conservation and Management	3

RECOMMENDED GENERAL EDUCATION (not required):

1. While not required, the following courses are recommended GE courses for students who are planning on transferring to CSU or university. See a counselor or Agriculture faculty regarding transfer requirements. **TRANSFER REQUIREMENTS MAY BE DIFFERENT FROM A.S. DEGREE REQUIREMENTS.**
2. 60 units and all graduation requirements are required for the AS Degree.

HIST 17A	United States History OR	3
HIST 17B	United States History	
POLS 2	Introduction to American Government	3
ENGL 1A	College Composition	4
CMST 54	Small Group Communication OR	3
CMST 60	Public Speaking	
MATH 13	College Algebra for the Liberal Arts (3) OR	3-4
MATH 14	Introduction to Statistics (4)	
STU 1	College Success	3
Recommend (US Diversity or Global Cultures) CSU Chico		3

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	38-43
Additional General Education	15
General Electives	2-7
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Agriculture Sciences

University Studies – 18 Unit Emphasis

SC Program: AA.1491

The emphasis in Agriculture Sciences is designed to provide the lower division major courses to transfer to a university and earn a Bachelor's degree in Agriculture, Agriculture Business, and Horticulture.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Choose 12 – 18 units (see a counselor to select the courses appropriate for your transfer university):

AGAB 51	Agriculture Accounting (3)
AGAB 54	Agriculture Economics (3)
AGAS 11	Livestock Feeding and Nutrition (3)
AGAS 19	Principles of Animal Science (3)
AGPS 20	Plant Science (4)
AGPS 24	Soils (3)
CHEM 2A	General Chemistry (5)

Choose the remaining 0 – 6 units from the following courses:

AG	1, 6, 9A, 71, 72, 94
AGAB	53
AGAS	10, 15, 30
AGEH	10, 22, 23, 26, 31, 33, 35, 38, 50, 52, 60, 61, 71, 94
AGEQ	12, 13, 21
AGMA	42, 44
AGNR	1, 4, 6, 11, 12, 50, 51, 52, 53, 55, 60, 61, 64, 65, 66A, 70, 94
AGPS	25
AGSA	56
AGVIT	80, 81
CHEM	2B
MATH	14

Agriculture Trades

General Studies – 18 Unit Emphasis:

SC Program: AS.1496

The Agriculture emphasis allows students to explore all areas of agriculture, including animal science, agriculture business, horticulture, equine, sustainable agriculture, mechanized agriculture, natural resources, and viticulture.

PROGRAM LEARNING OUTCOMES:

For General Studies Degree Learning Outcomes, see page 35.

Choose 18 units from at least three of the following areas:

AG	1, 6, 9A, 58, 71, 72
AGAS	10, 11, 15, 19, 30
AGAB	51, 53, 54
AGEH	10, 22, 23, 26, 31, 33, 35, 38, 50, 52, 60, 61, 71, 130
AGEQ	12, 13, 21
AGMA	42, 44
AGNR	1, 4, 6, 11, 12, 50, 51, 52, 53, 55, 60, 61, 64, 65, 66A, 70
AGPS	20, 24, 25
AGSA	56
AGVIT	80, 81

Pest Control Advisor Preparation

Certificate:

SC Program: CT.3450

PROGRAM DESCRIPTION: Pest Control Advisors (PCAs) are licensed professional production consultants who serve California agriculture, natural resource and horticulture producers. PCAs specialize in pest management, but they are also an important resource to producers in a wide range of production concerns related to plant health. This certificate satisfies the core-course requirements specified for option “3. b” in preparing to take the Pest Control Advisor’s exam with the California Department of Pesticide Regulation. The following courses need to be completed with a 2.0 grade point average or better. Note: In addition to completing the course work, the Department of Pesticide Regulation requires PCA exam applicants to have completed 24 months of technical work experience before taking the exam.

This certificate is approved through the California Community College Chancellor’s Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student’s transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of the certificate, the student should be able to:

1. Demonstrate the ability to communicate with clients, assess pest damage for ecological and economic sustainability, determine thresholds and implement IPM practices based on client/crop needs.
2. Explain and apply basic principles of soils, cation exchange capacity, entomology and botany to horticulture practices and pesticide mode of action.
3. Be prepared to take the California Pesticide Applicators Certificate Exam with the California Department of Pesticide Regulation.
4. Demonstrate application of pesticides in a safe manner, include selecting proper PPE, mixing, calibration and application.

REQUIREMENTS FOR CERTIFICATE:

To prepare for the Agriculture Pest Control Advisers exam, students will need to complete 42 units of the required curricula specified in each of the category areas below with a 2.0 grade point or better in each course.

CATEGORY 1: PHYSICAL AND BIOLOGICAL SCIENCES:

Choose 12 units from the following courses: 12

AGAS 11	Livestock Feeding & Nutrition (3)
AGNR 4	Introduction to Wildland and Range Ecology (3)
AGNR 6	Native Plant Identification (3)
AGNR 60	Environmental Science (3)
AGNR 65	Forest Ecology (3)
AGNR 70	Wildlife Conservation and Management (3)
AGPS 20	Plant Science (4)
BIOL 1#	Principles of Biology (4)
BIOL 10	General Biology (3)
BIOL 10L	General Biology Laboratory (1)
BIOL 12	Field Biology (4)
BOT 1#	General Botany (4)

CHEM 2A	Introduction to Chemistry (5) OR
CHEM 2B#	Introduction to Organic and Biochemistry (5)

CHEM 70	Organic Chemistry (4) OR
CHEM 71#	Organic Chemistry (3)

MICR 1#	Microbiology (5)
ZOOL 1#	General Zoology (4)

CATEGORY 2: CROP HEALTH:

Choose 9 units from the following courses: 9

AGEH 10	Plant Identification and Usage (3)
AGEH 31#	Landscape Irrigation (3)
AGEH 50	Introduction to Tree Care and Urban Forestry (3)
AGPS 24	Soils (3)
AGPS 25	California Water (3)

CATEGORY 3: PEST MANAGEMENT AND METHODS:

Choose 6 units from the following courses: 6

AGEH 26	Integrated Pest Management in Environmental Horticulture (3)
AGEH 61	Plant Protection Materials (3)

CATEGORY 4: PRODUCTION SYSTEMS:

Choose 6 units from the following courses: 6

AGAS 19	Principles of Animal Science (3)
AGAS 30	Livestock Production (3)
AGEH 22	Nursery Practices and Plant Propagation (2)
AGEH 23	Nursery Practices and Management (2)
AGEH 33	Environmental Horticulture (3)
AGEH 38	Landscape and Turf Management (3)
AGEH 60	Master Gardener Training (3)
AGEH 71	Organic Gardening Practices (Summer) (1)
AGNR 53	Forest Protection and Health (3)
AGNR 55	Introduction to Forest Operations (3)
AGVIT 81	Vineyard Care (2)

RESTRICTED ELECTIVES:

Complete an additional 9 units from Categories 2 or 4 above

#Indicates at least one prerequisite is required.

TOTAL UNITS FOR CERTIFICATE:	42
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Sustainable Landscape

Certificate:

SC Program: CT.3431

PROGRAM DESCRIPTION: Students completing this certificate program will learn skills to prepare them for crew leadership roles within the landscape industry. The certificate allows students to complete a nine-unit core of courses and then choose between two options: a general landscape track or an arborist track. Skills required for exam preparation for industry-recognized credentials leading to irrigation, tree care, or landscape maintenance certification are embedded in the course work. The landscape industry is a fifty-eight-billion-dollar industry with job opportunities in landscape maintenance, urban forestry, irrigation management, landscape construction, and restoration.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of the certificate, the student should be able to:

1. Demonstrate the skills required to successfully pass the CLCA Certified Landscape Technician Exam.
2. Properly identify and prune a provided set of trees.
3. Troubleshoot and repair an irrigation system.

REQUIREMENTS FOR CERTIFICATE:

CORE COURSES:

AGEH 10	Plant Identification and Usage	3
AGEH 33	Environmental Horticulture	3
AGEH 38	Landscape and Turf Management	3

COMPLETE ONE OF THE FOLLOWING OPTIONS:

General Landscape Option

AGEH 31	Landscape Irrigation	3
AGEH 52	Landscape Construction	3
AGEH 94	Horticulture Worksite Learning	1

Arborist Option

AGEH 26	Integrated Pest Management in Environmental Horticulture	3
AGEH 50	Introduction to Tree Care and Urban Forestry	3
AGEH 94	Horticulture Worksite Learning	1

TOTAL UNITS FOR CERTIFICATE:	16
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ART

Art

Associate in Arts:

SC Program: AA.1040

PROGRAM DESCRIPTION: This curriculum qualifies the student for the AA degree in Art. Students interested in transferring should check course requirements with counselors or the transfer college.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Describe and successfully apply the elements and principles of art

and design to two-dimensional compositions or three dimensional forms.

2. Select appropriate tools and techniques in dealing with a variety of media then demonstrate informed, skilled and sensitive handling in the execution of two-dimensional imagery and three-dimensional forms.
3. Investigate, develop and employ conceptual themes which clearly and consistently reflect the student's point of view.
4. Effectively identify and utilize resources for art historical research.
5. Articulate his/her (objective and subjective) understanding of two and three dimensional works in writing.
6. Orally evaluate the works of fellow students and implement suggestions made through the evaluation of his/her work by others.

DEGREE REQUIREMENTS:

CORE COURSES:

ART 2*	History of Western Art Through Gothic Period	3
ART 3*	Western Art, Renaissance to Contemporary	3
ART 12	Beginning Form, Design and Color	3
ART 13	Intermediate Form, Design and Color	3
ART 21A	Beginning Freehand Drawing	3
ART 21B	Intermediate Freehand Drawing	3

*May be used to fulfill General Education requirements.

RESTRICTED ELECTIVES: (Choose nine units) 9

ART 15	Three Dimensional Design (3)
ART 26A	Beginning Watercolor (3)
ART 26B	Intermediate Watercolor (3)
ART 26C	Advanced Intermediate Watercolor (3)
ART 26D	Advanced Watercolor (3)
ART 29A	Beginning Painting (3)
ART 29B	Intermediate Painting (3)
ART 29C	Advanced Intermediate Painting (3)
ART 29D	Advanced Painting (3)
ART 31A	Beginning Figure Drawing (3)
ART 31B	Intermediate Figure Drawing (3)
ART 31C	Advanced Intermediate Figure Drawing (3)
ART 31D	Advanced Figure Drawing (3)
ART 35A	Beginning Ceramics (3)
ART 35B	Intermediate Ceramics (3)
ART 45	Beginning Glass (3)
ART 46	Glass Blowing (3)
ART 50A	Beginning Printmaking (3)
ART 50B	Intermediate Printmaking (3)
ART 50C	Advanced Printmaking (3)
ART 55A	Beginning Sculpture (3)
ART 55B	Intermediate Sculpture (3)
ART 55C	Advanced Sculpture (3)
ART 57	Sculptural Glass (3)
ART 70A	Beginning Digital Photography (3)
ART 70B	Intermediate Digital Photography (3)
ART 70C	Advanced Intermediate Digital Photography (3)
ART 70D	Advanced Digital Photography (3)

ASSOCIATE IN ARTS DEGREE REQUIREMENTS:

Major	27
Additional General Education	18
General Electives	15
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Digital Art and Design

Certificate:

SC Program: CL.3452

PROGRAM DESCRIPTION: The Digital Art and Design Certificate will prepare students for jobs in the graphic design and digital arts industry such as Digital Photography, Logo Design, Graphics and Animation as well as industry related digital based automation.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and **application for completion of the certificate to Admissions and Records**, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Recognize and explain conditional responses to visual media from Gestalt theory.
2. Produce production ready digital design and graphics using industry standard software applications.
3. Recognize theories and principles behind effective design models.
4. Analyze readings on digital photographic practice and theory.
5. Utilize artificial lighting equipment, systems and backgrounds for digital photographic methods.
6. Successfully employ the elements and principles of design to digital art applications.
7. Develop and present key learnings through a portfolio review in class. Assessment will be given as a hands-on final review and critique in the course is provided. Students will be successful with a score of 95% on the assessment.

CERTIFICATE REQUIREMENTS:

ART 12	Beginning Design, Form, and Color	3
ART 21A	Beginning Freehand Drawing	3
ART 70A	Beginning Digital Photography	3
ART 72	Introduction to Digital Art	3
ART 80A	Beginning Graphic Design	3
CIS 83	Web Design Using Dreamweaver	2

Students interested in starting a design business are encouraged to enroll in BUAD 10 or BUAD 120 for 3 additional units.

TOTAL UNITS FOR CERTIFICATE	17
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Studio Arts

Associate in Arts for Transfer:

SC Program: AA-T.1005

PROGRAM DESCRIPTION: The AA-T in Studio Arts program provides a solid foundation in the fundamentals of art, including conceptual awareness of current issues in art, technical competencies, visual aptitudes, and skills in many areas of human interaction, including relationship building, intercultural competency, critical thinking, information competency, teamwork and leadership. Students develop an understanding of the principles of art and design while investigating concepts and applying these elements to two dimensional compositions and three dimensional forms. The Art program is academically grounded in the liberal arts tradition of cultural studies, history, philosophy, and technical processes. It provides a hands-on, learn-by-doing environment that gives students experiences and skills to complement many career paths. The AA-T in Studio Arts will align with the CSU Bachelor of Fine Arts and Bachelor of Arts Degrees.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Describe and successfully apply the elements and principles of art and design to two dimensional compositions or three dimensional

forms

2. Select appropriate tools and techniques in dealing with a variety of media to demonstrate informed, skilled and sensitive handling in the execution of two dimensional imagery and three dimensional forms.
3. Investigate, develop and employ conceptual themes which clearly and consistently reflect the student's point of view.
4. Effectively identify and utilize resources for art history research.
5. Articulate in writing his/her objective and subjective understanding of two and three-dimensional works.
6. Orally evaluate the works of fellow students and implement suggestions made through the evaluation of his/her work by others.
7. Transfer to a California State University with a major in Studio Arts.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Arts in Studio Arts for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

ART 3*#	History of Western Arts Since 1400	3
ART 12	Beginning Form, Design and Color	3
ART 15	Three Dimensional Design	3
ART 21A	Beginning Freehand Drawing	3

LIST A (Choose one course from the following): 3

ART 2*#	History of Western Art Through Gothic Period (3)
ART 4*#	World Art (3)

LIST B (Choose three courses from the following): 9

ART 13 Intermediate Form, Design and Color (3)

ART 21B Intermediate Freehand Drawing (3) **OR**

ART 31A Beginning Figure Drawing (3)

ART 29A Beginning Painting (3)

ART 35A Beginning Ceramics (3)

ART 45 Beginning Glass (3)

ART 50A Beginning Printmaking (3)

ART 55A Beginning Sculpture (3)

ART 70A Beginning Digital Photography (3)

ART 80A Graphic Design (3)

ART 35B Intermediate Ceramics (3)

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

**ASSOCIATE IN ARTS IN STUDIO ARTS FOR
TRANSFER DEGREE REQUIREMENTS:**

Major	24
General Education	37-39
General Electives	3-5*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Theatre Arts

Associate in Arts for Transfer:

SC Program: AA-T.1004

PROGRAM DESCRIPTION: The Theatre Arts program is academically grounded in the liberal arts tradition of literature, performance, cultural studies, history, philosophy, and technical skills. It also provides a hands-on, learn-by-doing environment that gives students experiences and skills to complement many career paths. Employers find theatre trained applicants become valuable employees because they have developed excellent communication and problem-solving skills, confidence, and the ability to work cooperatively with a diverse team of people.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Describe the basic elements of dramatic structure and analyze the dramatic components in a theatrical production.
2. Select appropriate monologues and prepare them as audition pieces.
3. Investigate the themes and dramaturgy of the Greek, Roman, Medieval, Renaissance, Elizabethan, Jacobean and Restoration periods of Theatre history and compare and contrast those periods through discussion, papers, and performance analysis.
4. Identify and apply the major components of stagecraft in the implementation of scenery, lighting, costume, make-up, special effects, and production management.
5. Investigate the social, political, and spiritual objectives of theatrical performance through discussions and papers that deal with gender, politics and religion.
6. Evaluate dramatic scripts relative to historical context and contemporary relevance.
7. Develop cooperation skills in working with people from diverse cultures.
8. Transfer to a California State University with a major in Theatre Arts.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern or CSU or IGETC, students must complete the core courses listed below for the Associate in Arts in Theatre Arts for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

THTR 1*#	Introduction to Theatre Arts OR	
THTR 8*#	History of World Theatre I	3
THTR 12	Acting I	3
Three units from the following:		
THTR 23	Mainstage Production I	3
THTR 26	Mainstage Production II	
THTR 41	Theatre Lab	
THTR 42	Technical Stage Production	
THTR 50	Rehearsal and Performance	
THTR 70	Repertory Theatre – I	
THTR 74	Repertory Theatre – II	

LIST A: (Choose at least three courses for a minimum of 9 units)

Note: There is a 3-unit maximum in Rehearsal and Performance courses, and if you used them in the core, then you cannot use them in List A. There is a 3-unit maximum in Technical Theatre Practicum courses, and if you used them in the core then you cannot use them in List A.

THTR 13	Acting II (3)
THTR 30	Stagecraft (3)
THTR 34	Makeup (2) AND
THTR 38	Makeup Lab (1)
THTR 81	Script Analysis and Playwriting (3)

Any Rehearsal and Performance or Technical Theatre Practicum course listed in Core but not used for Core requirements (1-3)

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN ARTS IN THEATRE ARTS FOR TRANSFER DEGREE REQUIREMENTS:

Major	18
General Education	37-39
General Electives	6-8*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

BUSINESS

Accounting Clerk/Bookkeeper

Certificate:

SC Program: CT.3060

PROGRAM DESCRIPTION: Completion of the Certificate Program will prepare the student for entry-level position in accounts receivable, accounts payable, payroll, and general ledger.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Express the accounting equation; identify and perform the processes of the accounting cycle; and prepare and interpret the basic financial statements for service and merchandising organizations in accordance with generally accepted accounting principles.
2. Use integrated accounting software in performing the processes of the accounting cycle and preparing the basic financial statements for service and merchandising organizations in accordance with generally accepted accounting principles.
3. Prepare and process payroll records and payroll tax returns in compliance with applicable federal and state laws and regulations.
4. Demonstrate the use of skills relevant for problem solving, decision making and solving ethical dilemmas in the business environment including critical thinking, effective written and oral communication, working effectively in teams and the proficient use of computers for information search, retrieval, problem solving and communication.
5. Identify and explain the current economic indicators regarding inflation, unemployment, monetary and fiscal policy and their effects on consumers and small businesses.

CERTIFICATE REQUIREMENTS:

ACCT 101▶	Basic Accounting I	3
ACCT 102▶	Basic Accounting II	3
ACCT 103	Computerized Accounting	2
ACCT 104	Payroll Accounting	2
BSOT 10	Excel for Windows-I	1
BSOT 51	Introduction to Keyboarding and Word	3
BSOT 64	Computerized Ten-Key	0.5
BSOT 166	Records Management	2
BUAD 10	Introduction to Business	3
BUAD 66	Business Communications	3
BUAD 166	Business English	3
BUAD 172	Business Math	3

TOTAL UNITS FOR CERTIFICATE 28.5

▶ Student may take ACCT 2 in place of ACCT 101 or ACCT 102

Business Administration

University Studies – 20-21 Unit Emphasis:

SC Program: AA.1492

The emphasis in Business Administration is designed to provide students with the common core of lower division courses required by most universities to transfer and pursue a baccalaureate degree in Business Administration. This includes business degrees with options such as accounting, finance, human resources management, international business, management, operations management, and marketing. See a counselor before selecting your electives.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Complete the following 14 units:

ACCT 2	Financial Accounting (4)
ACCT 4	Managerial Accounting (4)

ECON 1A	Principles of Microeconomics (3)
ECON 1B	Principles of Macroeconomics (3)

Choose 6-7 additional units:

BUAD 6	Business Law (3)
BUAD10	Introduction to Business (3)
BUAD 66	Business Communications (3)
CIS 1	Computer Literacy Workshop (3)
MATH 3A	Calculus 3A (4)
MATH 8	Finite Mathematics (3)
MATH 9	Survey of Calculus (4)
MATH 14	Introduction to Statistics (4)

Business Administration 2.0**Associate in Science for Transfer:****SC Program: AS-T.2008**

PROGRAM DESCRIPTION: The Associate in Science in Business Administration 2.0 for Transfer degree is designed to provide students with the common core of lower division courses required to transfer and pursue a baccalaureate degree in Business Administration. This includes business degrees with options such as accounting, finance, human resources management, international business, management, operations management, and marketing. The Associate in Science in Business Administration 2.0 for Transfer degree aligns with the CSU Bachelor of Science in Business Administration.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

- Express the accounting equation; identify and perform the processes of the accounting cycle; and prepare and interpret the basic financial statements for service and merchandising organizations in accordance with generally accepted accounting principles.
- Identify and illustrate fundamental accounting concepts, classifications, cost systems, cost-volume-profit relationships, budgeting and profit planning to support planning, control and decision making activities of management.
- Prepare and process payroll records and payroll tax returns in compliance with applicable federal and state laws and regulations.
- Apply the Internal Revenue Code and related Treasury Regulations as they relate to individual, partnership and corporation income taxes; prepare simple individual income tax returns.
- Identify and apply business and finance concepts to advance into upper division coursework as business majors in the fields of accounting, finance, marketing, management and information technology and services.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Science in Business Administration for Transfer degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

ACCT 2	Introduction to Financial Accounting	4
ACCT 4	Introduction to Managerial Accounting	4
BUAD 6	Business Law I	3
BUAD 10	Introduction to Business	3
ECON 1A*#	Principles of Economics – Micro	3
ECON 1B*#	Principles of Economics – Macro	3
MATH 8*#	Finite Mathematics OR	3
MATH 9*#	Survey of Calculus	4

MATH 14*#	Introduction to Statistics OR	4
MATH 14S*#	Statistics with Support	6

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN SCIENCE IN BUSINESS ADMINISTRATION 2.0 FOR TRANSFER DEGREE REQUIREMENTS:

Major	27-30
General Education	37-39
General Electives	0-5*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Business Administration – Accounting Concentration**Associate in Science:****SC Program: AS.1081**

PROGRAM DESCRIPTION: This degree prepares you to enter the workforce in an entry level accounting, bookkeeping, or clerk position with many private sector and government organizations. This degree also provides an excellent knowledge base for those planning to pursue an advanced degree in accounting, business, economics, or law (ACCT 2 and ACCT 4 are recommended for these students).

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

- Express the accounting equation; identify and perform the processes of the accounting cycle; and prepare and interpret the basic financial statements for service and merchandising organizations in accordance with generally accepted accounting principles.
- Identify and illustrate fundamental accounting concepts, classifications, cost systems, cost-volume-profit relationships, budgeting and profit planning to support planning, control and decision making activities of management.
- Use integrated accounting software in performing the processes of the accounting cycle and preparing the basic financial statements for service and merchandising organizations in accordance with generally accepted accounting principles.
- Prepare and process payroll records and payroll tax returns in compliance with applicable federal and state laws and regulations.
- Apply the Internal Revenue Code and related Treasury Regulations as they relate to individual, partnership and corporation income taxes; prepare simple individual income tax returns.
- Explain the criteria for the formation and enforcement of business and consumer contracts, including the specialty areas of sales and agency.
- Demonstrate the use of skills relevant for problem solving, decision making and solving ethical dilemmas in the business environment including critical thinking, effective written and oral communication, working effectively in teams and the proficient use of computers for information search, retrieval, problem solving and communication.

DEGREE REQUIREMENTS:**CORE COURSES:**

ACCT 101	Basic Accounting I (3) AND	6-8
ACCT 102	Basic Accounting II (3)	
OR		
ACCT 2	Introduction to Financial Accounting (4) AND	
ACCT 4	Introduction to Managerial Accounting (4)	

ACCT 103	Computerized Accounting	2
ACCT 104	Payroll Accounting	2
ACCT 194	Income Tax	3
BSOT 10	Excel for Windows I	1
BSOT 11	Excel for Windows II	1
BSOT 51	Introduction to Keyboarding and Word	3
BSOT 64	Computerized Ten-Key	0.5
BUAD 6	Business Law I	3
BUAD 10*	Introduction to Business	3
BUAD 15	Business and Society	3
BUAD 45*	Human Relations on the Job	3
BUAD 66*	Business Communications	3
CIS 1*	Computer Literacy Workshop	3
CIS 20	Access for Windows-I (1) OR	1-3
CIS 23	Fundamentals of SQL (3)	

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	37.5 – 41.5
Additional General Education	15
General Electives	3.5 – 7.5
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Business Administration – Business Entrepreneurship

Certificate:

SC Program: CT.3055

PROGRAM DESCRIPTION: Students completing this certificate will have the foundation necessary to begin building a small business and start their career as an entrepreneur.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Design an Entrepreneurship Financial Plan using current technology that determines financing to start the business and necessary capital to operate the business for the first year.
2. Compose a Business Plan that incorporates the Marketing Plan and Financial Plan, and details the goals of the organization, including the mission statement.
3. Analyze industries and economic trends to determine profitability and viability of starting a business.

CERTIFICATE REQUIREMENTS:

BUAD 39	Entrepreneurial Mindset	3
BUAD 40	Entrepreneurship and Small Business	3
BUAD 42	Financing a Small Business	3
BUAD 56	Entrepreneurial Structures	3
BUAD 55	Social Media Marketing OR	3
BUAD 77	Principles of Marketing	
BUAD 120	Starting a Small Business	1
TOTAL UNITS FOR CERTIFICATE		16

Business – General Business

General Studies – 18 Unit Emphasis:

SC Program: AS.1497

The General Business degree allows students to explore many areas of business, including accounting, business law, management, marketing, real estate, and hospitality.

PROGRAM LEARNING OUTCOMES:

For General Studies Degree Learning Outcomes, see page 35.

Choose 15-18 units from the following:

ACCT	2, 101
BUAD	6, 10, 12, 14, 15, 30, 39, 40, 41, 42, 44, 45, 55, 56, 66, 71, 72, 77, 80, 91, 120, 172, 176

Choose the remaining 0-3 units from the following:

ACCT	4, 102, 103, 104, 194
CIS	1
ECON	1A, 1B
HOSP	10, 20, 35, 40, 45, 50, 60, 65

Business – Management

Associate in Science:

SC Program: AS.1085

PROGRAM DESCRIPTION: This degree prepares you to enter the workforce and have the skills you need to move up the career ladder into management. The courses offered in this degree teach the skills necessary to be successful in business. Many courses are offered during the day and evening at one of our extended education campuses, and online.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Evaluate the forms of business organizations in order to select the optimal legal structure for operation.
2. Demonstrate the use of skills relevant for problem-solving, decision-making, and resolving ethical dilemmas in the business environment including critical thinking, effective written and oral communication, working effectively in teams and the proficient use of computers for information search, retrieval, problem solving and communication.
3. Functions of Management: Compose a paper that defines the functions of Management and describes examples relating to existing businesses.
4. Express the accounting equation; identify and perform the processes of the accounting cycle; and prepare and interpret the basic financial statements for service and merchandising organizations in accordance with generally accepted accounting principles.
5. Compose clear and effective communication using the following modalities: Business Letters, Memos, and E-mails.

DEGREE REQUIREMENTS:

CORE COURSES:

ACCT 101	Basic Accounting I	3
BUAD 6	Business Law I	3
BUAD 10*	Introduction to Business	3
BUAD 12	International Business	3
BUAD 15	Business and Society	3
BUAD 41	Supervision and Leadership OR	3
BUAD 91	Principles of Management	
BUAD 45*	Human Relations on the Job	3
BUAD 66*	Business Communications	3
BUAD 77	Principles of Marketing	3
BUAD 172*	Business Math	3

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:	
Major	30
Additional General Education	12
General Electives	18
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Business Management

Certificate:

SC Program: CT.3352

PROGRAM DESCRIPTION: The Business Management certificate is a business program that will give students the skills they need to start and advance their career in management. Possible careers include finance, marketing, retail, hospitality, government organizations, and non-profit organizations.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

- Express the accounting equation; identify and perform the processes of the accounting cycle; and prepare and interpret the basic financial statements for service and merchandising organizations in accordance with generally accepted accounting principles.
- Recognize, acknowledge and apply the functions and responsibilities of retail management.
- Develop and apply a business retailing strategy leading to a business plan.

REQUIREMENTS FOR CERTIFICATE:

ACCT 101	Basic Accounting I	3
BUAD 45	Human Relations on the Job	3
BUAD 66	Business Communications	3
BUAD 77	Principles of Marketing	3
BUAD 41	Leadership and Supervision OR	3
BUAD 91	Principles of Management	
BUAD 176	Principles of Retailing	3

TOTAL UNITS FOR CERTIFICATE: 18

Business – Marketing and Finance

Associate in Science:

SC Program: AS.1521

PROGRAM DESCRIPTION: This degree prepares you to enter the workforce and have the skills necessary for entry level jobs in the fields of Sales, Purchasing, Insurance, Marketing and Finance. Many courses are offered during the day and evening at one of our extended education campuses, and online.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able

to:

- Prepare an 8-Point Retail Filter Project: Describe how each of the eight filters apply, evaluate how competition handles the eight filters and describe the most significant concept(s) learned from this evaluation process, and to conclude, determine what you would revise in the retail establishment you evaluated.
- Demonstrate the use of skills relevant for problem-solving, decision-making, and resolving ethical dilemmas in the business environment including critical thinking, effective written and oral communication, working effectively in teams, and the proficient use of computers for information search, retrieval, problem solving and communication.
- Compose a paper that defines the functions of management and describes examples relating to existing businesses.
- Express the accounting equation; identify and perform the processes of the accounting cycle; and prepare and interpret the basic financial statements for service and merchandising organizations in accordance with generally accepted accounting principles.
- Compose clear and effective communication using the following modalities: business letters, memos, and e-mails.

DEGREE REQUIREMENTS:

CORE COURSES:

ACCT 101	Basic Accounting I	3
BUAD 10*	Introduction to Business	3
BUAD 14*	Personal Finance	3
BUAD 15	Business and Society	3
BUAD 41	Leadership and Supervision OR	3
BUAD 91	Principles of Management	
BUAD 44	Investments	3
BUAD 66*	Business Communications	3
BUAD 77	Principles of Marketing	3
BUAD 172*	Business Math	3
BUAD 176	Principles of Retailing	3

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:	
Major	30
Additional General Education	12
General Electives	18
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Customer Service Academy

Certificate:

SC Program: CL.3133

PROGRAM DESCRIPTION: The Customer Service Academy will equip you with the ability to manage or improve many workplace issues that, if addressed, will lead to improved productivity. The topics range from conflict resolution to team building to communicating with people (both employees and customers).

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office, therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

- List ways in which to communicate more effectively to both internal and external customers.

2. Recognize conflict styles and manage conflict situations utilizing conflict resolution skills.
3. List ways to maintain/change your attitude in order to provide superior customer service.
4. Embrace change within organizations and apply skills to cope with change.
5. Self-assess individual attitude, stress, communication style, personality style and apply skills to work with team members who possess different styles.

REQUIREMENTS FOR CERTIFICATE:

BSOT 120	Time & Stress Management in the Workplace	1
BSOT 121	Decision Making, Problem Solving, and Conflict Resolution	1
BSOT 122	Customer Service and Attitude in the Workplace	1
BSOT 123	Communication and Team Building	1
BSOT 124	Values, Ethics, and Organizational Change	1

TOTAL UNITS FOR CERTIFICATE	5
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Noncredit Certificate:**SC Program: NCR.1006**

PROGRAM DESCRIPTION: The Customer Service Academy will equip students with the ability to manage or improve many workplace issues that, if addressed, will lead to improved productivity. The topics range from conflict resolution to team building to communicating with people (both employees and customers).

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. List ways in which to communicate more effectively to both internal and external customers.
2. Recognize conflict styles and manage conflict situations utilizing conflict resolution skills.
3. List ways to maintain/change your attitude in order to provide superior customer service.
4. Embrace change within organizations and apply skills to cope with change.
5. Self-assess individual attitude, stress, communication style, personality style and apply skills to work with team members who possess different styles.

REQUIRED NONCREDIT COURSES:

BSOT 320	Time & Stress Management in the Workplace	0
BSOT 321	Decision Making, Problem Solving, and Conflict Resolution	0
BSOT 322	Customer Service and Attitude in the Workplace	0
BSOT 323	Communication and Team Building	0
BSOT 324	Values, Ethics, and Organizational Change	0

Small Business/Entrepreneurship Start-up**Noncredit Certificate:****SC Program: NCR.1003**

PROGRAM DESCRIPTION: This program is designed to teach students how to think and act in an entrepreneurial manner. Students will learn how to start and operate a business in a fast-paced competitive market. The program will build on cross-curricular academic skills by integrating inquiry-based learning and business tools that will enable students to analyze, create, develop, and explore small businesses in a safe environment. Concepts and skills are reinforced by a strong emphasis on hands-on experiences. Applications to the community, individuals, and the utilization of technology are included.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Identify what is meant to be an entrepreneur, the risk and rewards involved and the potential for a life long career choice.

REQUIRED NONCREDIT COURSES:

BUAD 301A	Launching Your Business	0
BUAD 301B	Developing Your Business Model	0

BUSINESS SYSTEMS AND OFFICE TECHNOLOGIES

Business Information Systems Professional**Associate in Science:****SC Program: AS.1397**

PROGRAM DESCRIPTION: This degree prepares you to be an advanced-level Administrative Assistant. Administrative Assistants work for supervisors, managers, and executives. Students learn the following skills:

Document and Data Handling: How to prepare, modify, and proofread documents such as reports, letters, memos, records, lists, and schedules.

Technology: Advanced knowledge of Microsoft Office: Word, Excel, and Outlook. Setup and coordinate meetings and conferences using Outlook.

Intermediate knowledge of Microsoft Office: PowerPoint, Internet Explorer, and Access. Incorporate computer graphics in documents, in addition to computer based filing methods and procedures. Type 50-55 words per minute.

Interpersonal: Meet and greet clients and visitors, maintain a pleasant manner, and project a professional image in person and on the phone.

Confidential: Handling of mail, money, and receipts, and record keeping.

General: Research and price office furniture and supplies with attention to detail. Sales concepts, including markups, discounts, insurance, and depreciation, scheduling and reporting duties, coordinate and maintain records for staff. Obtaining on-the-job training through the Worksite Learning course at Shasta College is highly recommended.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Operate the alphabetic, numeric, and symbol keys by touch with proper typing technique.
2. Type for 5 minutes at a minimum net speed of 50 words a minute with five errors or less.
3. Expand and apply knowledge of Microsoft Word to complete business documents.
4. Increase abilities related to formatting business letters, memos, tables, mail merge, and reports including employment documents.
5. Answer, with at least 70 percent accuracy, questions on objective tests covering technical information.

DEGREE REQUIREMENTS:**CORE COURSES:**

ACCT 101	Basic Accounting I	3
ACCT 103	Computerized Accounting	2
BSOT 10	Excel for Windows I	1
BSOT 11	Excel for Windows II	1
BSOT 51	Introduction to Keyboarding and Word	3
BSOT 52	Intermediate Keyboarding and Word	3
BSOT 64	Computerized Ten-Key	0.5
BSOT 80	Outlook	1
BSOT 84	PowerPoint	1
BSOT 92	Word for Windows II	1
BSOT 94	Business Systems and Office Tech WSL	1
BSOT 152	Keyboarding for Speed and Accuracy	0.5
BSOT 158	Office Procedures for Admin Assistants	3
BSOT 166	Records Management	2
BSOT 171	Proofreading Skills	2
BUAD 66 *	Business Communications	3
BUAD 80	Principles of Customer Service	3
BUAD 172*	Business Math	3
CIS 1*	Computer Literacy Workshop	3
CIS 20	Access for Windows I	1

RECOMMENDED COURSES (not required):

CIS 83 Web Design Using Dreamweaver (2)

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	38
Additional General Education	15
General Electives	7
Degree Total	60*

*Note: Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Business Information Systems Professional Certificate:

SC Program: CT.3247

PROGRAM DESCRIPTION: This certificate prepares you to be an intermediate-level Administrative Assistant. Administrative Assistants work for supervisors, managers, and executives. Students learn the following skills:

Document and Data Handling: How to prepare, modify, and proofread documents such as reports, letters, memos, records, lists, and schedules.

Technology: Working knowledge of Microsoft Office: Word, Excel, PowerPoint, Internet Explorer, Access, and Outlook. Incorporate computer graphics into documents, in addition to computer based filing methods and procedures.

Keyboarding: Type 45-50 words per minute.

Interpersonal: Meet and greet clients and visitors, maintain a pleasant manner, and project a professional image in person and on the phone.

Confidential: Handling of mail, money, and receipts, and record keeping.

General: Research and price office furniture and supplies with attention to detail. Scheduling and reporting duties. Obtaining on-the-job training through the Worksite Learning course at Shasta College is highly recommended.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Type for 5 minutes at a minimum speed of 40 words per minute with five errors or less.

2. Proofread typed work, mark and count errors, and compute speed.
3. Establish folders (directories) and subfolders (sub-directories) for information management.
4. Increase abilities related to formatting business letters, memos, tables, mail merge, and reports including employment documents.
5. Answer, with at least 70 percent accuracy, questions on objective tests covering technical information.

CERTIFICATE REQUIREMENTS:

ACCT 101	Basic Accounting I	3
BSOT 10	Excel for Windows-I	1
BSOT 11	Excel for Windows-II	1
BSOT 51	Introduction to Keyboarding and Word	3
BSOT 52	Intermediate Keyboarding and Word	3
BSOT 64	Computerized Ten-Key	0.5
BSOT 80	Outlook	1
BSOT 84	PowerPoint	1
BSOT 92	Word for Windows II	1
BSOT 94	Business Systems and Office Tech WSL	1
BSOT 152	Keyboarding for Speed and Accuracy	0.5
BSOT 158	Office Procedures for Admin Assistants	3
BSOT 166	Records Management	2
BSOT 171	Proofreading	2
BUAD 80	Principles of Customer Service	3
CIS 1	Computer Literacy Workshop	3
CIS 20	Access for Windows-I	1

TOTAL UNITS FOR CERTIFICATE	30
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Business Information Systems Worker Certificate:

Certificate:**SC Program: CL.3091**

PROGRAM DESCRIPTION: This certificate prepares students for work as an entry-level Administrative Assistant. Administrative Assistants work for supervisors, managers, and executives. Students learn the following skills:

Document and Data Handling: how to prepare, modify, and proofread documents such as reports, letters, memos, records, lists, and schedules.

Technology: Working knowledge of Microsoft Office (Word, Excel, Internet Explorer, and Outlook).

Keyboarding: Type 35-40 words per minute.

Interpersonal: Meet and greet clients and visitors, maintain a pleasant manner, and project a professional image in person and on the phone.

Confidential: Handling of mail, money, and receipts.

General: Research and price office furniture and supplies with attention to detail. Obtaining on-the-job training through the Worksite Learning course at Shasta College is highly recommended.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and **application for completion of the certificate to Admissions and Records**, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Define ethical office behavior.
2. Define gracious and efficient behavior with office visitors using appropriate customer service skills.
3. Schedule appointments including the use of electronic calendaring.
4. Organize files and folders electronically.
5. Prepare notices, agendas, and minutes for meetings.

CERTIFICATE REQUIREMENTS:

BSOT 10	Excel for Windows – I	1
BSOT 51	Introduction to Keyboarding and Word	3

BSOT 64	Computerized 10-Key	0.5
BSOT 80	Outlook	1
BSOT 152	Keyboarding for Speed and Accuracy	0.5
BSOT 158	Office Procedures for Admin Assistants	3
BSOT 166	Records Management	2
BUAD 80	Principles of Customer Service	3
CIS 1	Computer Literacy Workshop	3

TOTAL UNITS FOR CERTIFICATE	17
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Medical Office Professional

Associate in Science:

SC Program: AS.1356

PROGRAM DESCRIPTION: This curriculum is designed to prepare the individual with clerical medical office skills for entry-level employment in physicians' offices, health care facilities, clinics, laboratories, health and accident insurance companies, with related clerical duties essential to medical office assisting.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Effectively use appointment scheduling and patient recall software.
2. Identify the legal and ethical issues related to working in a medical practice.
3. Plan, design, and create a worksheet.

DEGREE REQUIREMENTS:

CORE COURSES:

BSOT 10	Excel for Windows – I	1
BSOT 11	Excel for Windows II	1
BSOT 51	Introduction to Keyboarding and Word	3
BSOT 52	Intermediate Keyboarding and Word	3
BSOT 64	Computerized Ten-Key	0.5
BSOT 80	Outlook	1
BSOT 94	Business Systems and Office Tech WSL	1
BSOT 114	Healthcare Billing and Reimbursement	3
BSOT 150	Electronic Medical Records	3
BSOT 152	Keyboarding for Speed and Accuracy	0.5
BSOT 158	Office Procedures for Admin Assistants	3
BSOT 166	Records Management	2
BSOT 171	Proofreading Skills	2
BUAD 66 *	Business Communications	3
BUAD 80	Principles of Customer Service	3
CIS 1*	Computer Literacy Workshop	3
HEOC 11	Medical Terminology	3

RECOMMENDED COURSES (not required):

ACCT 101	Basic Accounting I (3)
ACCT 103	Computerized Accounting (2)
ACCT 104	Payroll Accounting (2)
BIOL 5*	Introduction to Human Biology (3)
CIS 20	Access for Windows I (1)
BSOT 91	Word for Windows I (1)
BSOT 92	Word for Windows II (1)

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	36
Additional General Education	18
General Electives	6
Degree Total	60*

*Note: Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to

double count the Multicultural units. If this graduation requirement is added, the number of units is increased by 3 units.

Medical Office Specialist

Certificate:

SC Program: CT.3276

PROGRAM DESCRIPTION:

This program is designed to prepare the student for an entry-level position in the medical office. Skills learned: prepare claims for health care facilities, clinics, physicians' offices, medical equipment companies, brief understanding of medical billing services, and record management. Upon completion of this program, the graduate should have the necessary knowledge and skills to secure employment in either the medical provider or health career sectors.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOME:

Upon successful completion of this certificate, the student should be able to:

1. Effectively use appointment scheduling and patient recall software.

CERTIFICATE REQUIREMENTS:

BSOT 10	Excel for Windows I	1
BSOT 51	Introduction to Keyboarding and Word	3
BSOT 52	Intermediate Keyboarding and Word	3
BSOT 64	Computerized 10-Key	0.5
BSOT 80	Outlook	1
BSOT 94	Business Systems and Office Technologies WSL	1
BSOT 114	Healthcare Billing and Reimbursement	3
BSOT 150	Electronic Medical Records	3
BSOT 152	Keyboarding for Speed and Accuracy	0.5
BSOT 158	Office Procedures for Admin Assistants	3
BSOT 166	Records Management	2
BUAD 80	Principles of Customer Service	3
CIS 1	Computer Literacy Workshop	3
HEOC 11	Medical Terminology	3

TOTAL UNITS FOR CERTIFICATE	30
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RECOMMENDED COURSES (not required):

ACCT 101	Basic Accounting I (3)
BIOL 5	Introduction to Human Biology (3)
BSOT 11	Excel for Windows II (1)
BSOT 92	Word for Windows II (1)

CAREER AND LIFE SUCCESS

Career Success Certificate

Certificate:

SC Program: CL.3415

PROGRAM DESCRIPTION: This curriculum is designed to provide an integrated educational option for students preparing for inclusion in the workforce.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Identify occupational opportunities and initiate a job search.
2. Use a word processor, find information on the Internet and conduct employment search activities using a computer.
3. Demonstrate mastery of arithmetic skills presented in real life employment contexts.
4. Demonstrate effective reading and writing skills for the workplace.
5. Navigate workplace issues that lead to improved workplace productivity.

CERTIFICATE REQUIREMENTS:

CALS 110	Career Planning and Development	1
CALS 256	Reading and Writing for Career and Life	3
CALS 158	Mathematics for Employment	3

Choose 4 units from the following: 4

BSOT 120	Time & Stress Management in the Workplace (1)
BSOT 121	Decision Making, Problem Solving, and Conflict Resolution (1)
BSOT 122	Customer Service and Attitude in the Workplace (1)
BSOT 123	Communication and Team Building (1)
BSOT 124	Values, Ethics, and Organizational Change (1)

TOTAL UNITS FOR CERTIFICATE	15 – 16
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Life Success Certificate

Certificate:

SC Program: CL.3416

PROGRAM DESCRIPTION: The Life Success Certificate is a holistic collection of competencies that enable students to form constructive, life-enhancing connections through an understanding of themselves and their networks. The program is designed to develop the knowledge, skills, and attitudes necessary for students to be healthy individuals. This curriculum is designed to provide an integrated educational option for students preparing for adulthood.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Students will know how to recognize and access relevant community and governmental resources.
2. Students will be able to identify opportunities to engage in community and social activities.
3. Students will be able to navigate interpersonal issues and employ appropriate problem-solving strategies.
4. Students will demonstrate mastery of arithmetic skills presented in real life money matters.

CERTIFICATE REQUIREMENTS:

CALS 155	Human Awareness and Relational Skills	3
CALS 160	Money Matters	3
CALS 162	Modes of Expression	3
CALS 163	Health Matters	3

TOTAL UNITS FOR CERTIFICATE	12
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COMMUNICATION STUDIES

Communication Studies

Associate in Arts for Transfer:

SC Program: AA-T.1001

PROGRAM DESCRIPTION: Communication classes provide students with skills that are essential for other classes and programs at Shasta College and beyond. The Associate in Arts in Communication Studies for Transfer program teaches communication theory and competencies that are crucial for success in both personal and business relationships. Students learn analytical and critical thinking skills that are essential life skills. Good oral communication skills have been documented by research to be an important factor in the health of personal relationships, and these skills have even been linked to one's physical and psychological health. Communication courses enable students to lead richer, more satisfying and productive lives by improving their grasp of core theories and practical skills. The results are often immediate and dramatic, improving both personal and professional relationships in both large and small groups. The Associate in Arts in Communication Studies for Transfer degree aligns with the CSU Bachelor of Arts in Communication Studies.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Identify the role communication plays in academic, social and professional endeavors.
2. Demonstrate competency in designing well-researched and well-developed informative and persuasive presentations to a variety of audiences in multiple contexts.
3. Demonstrate competency in the advocacy of issues of justice and fairness, with integrity and civility.
4. Demonstrate competency in critical thinking including recognition of common fallacies of thought, effective problem-solving and conflict resolution communication.
5. Identify crucial issues affecting intercultural communication, and the adaptations necessary for successful interactions between cultures.
6. Communicate ethically, responsibly, and effectively as local, national and global citizens.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Arts in Communication Studies for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

CMST 60*#	Public Speaking	3
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LIST A (Choose six units from the following):	6
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CMST 10*#	Interpersonal Communication (3 units)
CMST 40*	Argumentation and Debate (3 units)
CMST 54*#	Small Group Communication (3 units)

LIST B (Choose six units from the following):	6
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Any List A course not used above	
CMST 20*	Intercultural Communication (3 units)
CMST 30*	Oral Interpretation (3 units)

LIST C (Choose three units from the following):	3
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Any List A or List B course not used above	
ANTH 2*#	Cultural Anthropology (3 units)
JOUR 21*	Introduction to Mass Communications (3 units)
PSYC 1A*#	General Psychology (3 units)
SOC 1*#	Introduction to Sociology (3 units)

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN ARTS IN COMMUNICATION STUDIES FOR TRANSFER DEGREE REQUIREMENTS:

Major	18
General Education	37-39
General Electives	8-18*
Degree Total Will Not Exceed 60 Units	
*Number will vary depending on units that double count.	

COMPUTER AND INFORMATION SYSTEMS

Computer and Information Systems – CISCO Networking

Certificate:

SC Program: CL.3441

PROGRAM DESCRIPTION: This certificate prepares students for entry-level networking positions and is a pathway to the Information Technology Core Concepts Certificate and the Associate Degree Program in Information Systems - Systems Management, which has two areas of emphasis including Microsoft Server and CISCO Networking. The program prepares students to take the Cisco CCNA certification exam.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Demonstrate competence in the area of Cisco Networking. To demonstrate competence in this area the student will be able to build networks with the following features: three computers on a LAN using a switch; a router with passwords, interfaces, routing protocol configured; a switch with two VLANs and STP protocol; PPP encapsulation and PAP/CHAP authentication protocols between two routers connected with a serial link.
2. Convert an IP Address and subnet mask from a dotted decimal notation into a binary format. Using the values in a binary format the student will then be able to demonstrate the function of the subnet mask in isolating the network address.

CERTIFICATE REQUIREMENTS:

CIS 2	Introduction to Computer Science	4
CIS 31	CCNA 1 Routing and Switching – Introduction to Networks	3
CIS 32	CCNA 2 Routing and Switching – Routing and Switching Essentials	3
CIS 33	CCNA 3 Routing and Switching – Scaling Networks	3
CIS 34	CCNA 4 Routing and Switching – Connecting Networks	3

TOTAL UNITS FOR CERTIFICATE	16
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Computer and Information Systems – Computer Maintenance

Certificate:

SC Program: CL.3429

PROGRAM DESCRIPTION: The Computer Maintenance Certificate Program provides the exposure and training necessary to maintain and troubleshoot common PC computer systems. This program provides hands-on training in basic electronics, Operating System installation and maintenance, PC repair and computer management and prepares students for entry level jobs and is a pathway to the Information Technology Core Concepts Certificate and the Associate Degree Program in Information Systems - Systems Management, which has two areas of emphasis

including Microsoft Server and CISCO Networking. The program prepares students to take the CompTIA A+ certification exam.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Identify and troubleshoot common problems with computer parts and how to solve the associated problems.
2. Describe the different types of memory, how each operates and installation procedure.
3. Install a Microsoft operating system and configure the computer as a typical workstation.

CERTIFICATE REQUIREMENTS:

CIS 2	Introduction to Computer Science	4
CIS 13	Desktop OS Configuration	3
CIS 14	Manage & Maintain Desktop Operating Systems	3
CIS 72	Fundamentals of Linux	3
CIS 90	A+ Certification Prep/Cisco IT Essentials I	4

TOTAL UNITS FOR CERTIFICATE	17
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Computer and Information Systems – Network Administration

Certificate:

SC Program: CT.3108

PROGRAM DESCRIPTION: This certificate program is a second level certificate that continues to build from either the Microsoft Server or CISCO Networking certificates and leads into the Datacenter Admin certificate. Students who complete this degree will qualify for several entry level jobs in the IT field.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Demonstrate competence in the area of Cisco Networking. To demonstrate competence in this area the student will be able to build networks with the following features: three computers on a LAN using a switch; a router with passwords, interfaces, routing protocol configured; a switch with two VLANs and STP protocol; PPP encapsulation and PAP/CHAP authentication protocols between two routers connected with a serial link.
2. This certificate program is a second level certificate that continues to build from either the Microsoft Server or CISCO Networking certificates and leads into the Datacenter Admin certificate. Students who complete this degree will qualify for several entry level jobs in the IT field.

CERTIFICATE REQUIREMENTS:

CIS 2	Introduction to Computer Science	4
CIS 15	Install and Configure Microsoft Server	3
CIS 16	Administering Microsoft Server	3
CIS 17	Configure Advanced Server Services	3
CIS 31	CCNA 1 Routing and Switching – Introduction to Networks	3
CIS 32	CCNA 2 Routing and Switching – Routing and Switching Essentials	3
CIS 33	CCNA 3 Routing and Switching – Scaling Networks	3

CIS 34	CCNA 4 Routing and Switching – Connecting Networks	3
CIS 92	Introduction to Computer Security – Security +	3
CIS 94	CIS Worksite Learning	1

TOTAL UNITS FOR CERTIFICATE	29
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Computer and Information Systems – Systems Management

Associate in Science:

SC Program: AS.1157

PROGRAM DESCRIPTION: This degree combines core Information Systems Skills in three areas of emphasis including Microsoft Server, CISCO Networking, and Computer Maintenance. This 2 year degree prepares you to enter the workforce in an entry level IT related position with many public and private organizations, or to start your own IT related business.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Build and troubleshoot a computer network involving three computers, two Ethernet switches, two routers, a server and DHCP addressing. Ensure proper security protocols are in place and show connectivity with successful ping replies from every node.

DEGREE REQUIREMENTS:

CORE COURSES:

BUAD 10*	Introduction to Business	3
CIS 2	Introduction to Computer Science	4
CIS 13	Desktop OS Configuration	3
CIS 15	Install and Configure Microsoft Server	3
CIS 31	CCNA 1 Routing and Switching – Introduction to Networks	3
CIS 72	Fundamentals of Linux	3
CIS 90	A+ Certification Preparation/Cisco IT Essentials I	4
CIS 92	Introduction to Computer Security – Security +	3
CIS 94	CIS Worksite Learning	1
INDE 38	Introduction to Industrial Mechatronics	3

CHOOSE ONE EMPHASIS OPTION:

Option 1: Microsoft Server Option (9 units)

CIS 14	Manage & Maintain Desktop Operating Systems	3
CIS 16	Administering Microsoft Server	3
CIS 17	Configure Advanced Server Services	3

Option 2: CISCO Networking Option (9 units)

CIS 32	CCNA 2 Routing and Switching – Routing and Switching Essentials	3
CIS 33	CCNA 3 Routing and Switching – Scaling Networks	3
CIS 34	CCNA 4 Routing and Switching – Connecting Networks	3

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	39
Additional General Education	15
General Electives	6
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added,**

the number of units is increased by 3 units.

Computer and Information Systems – Windows Server

Certificate:

SC Program: CL.3444

PROGRAM DESCRIPTION: This certificate will prepare students for employment in entry level Windows Server Jobs in this sector and is a pathway to the Information Technology Core Concepts Certificate and the Associate Degree Program in Information Systems - Systems Management, which has two areas of emphasis including Microsoft Server and CISCO Networking. The program prepares students to take Microsoft Server certification exams.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Plan an effective Windows Server Active Directory deployment.
2. Plan an effective Windows Server Active Directory deployment for a specified scenario. Install and configure Windows Server software to implement the plan designed above.

CERTIFICATE REQUIREMENTS:

CIS 2	Introduction to Computer Science	4
CIS 15	Install and Configure Microsoft Server	3
CIS 16	Administering Microsoft Server	3
CIS 17	Configure Advanced Server Services	3
CIS 92	Introduction to Computer Security – Security +	3

TOTAL UNITS FOR CERTIFICATE	16
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Office and Computer Technologies

General Studies – 18 Unit Emphasis:

SC Program: AS.1498

The office and computer technologies emphasis allows students to explore many areas of office management, and computer and information management, including clerical skills, legal assisting, medical coding and billing, medical transcription, Computer Networking, A+, and Web design.

PROGRAM LEARNING OUTCOMES:

For General Studies Degree Learning Outcomes, see page 35.

Choose 12 – 18 units from the following areas:

BSOT	10, 11, 51, 52, 64, 80, 84, 91, 92, 94, 114, 120, 121, 122, 123, 124, 130, 150, 152, 158, 166, 171
CIS	1, 2, 13, 14, 15, 16, 17, 20, 21, 23, 31, 32, 33, 34, 39, 57, 60, 61, 62, 63, 64, 66, 67, 72, 73, 76, 83, 86, 90, 92
HEOC	11

Choose 0 – 6 additional units:

ACCT	101, 102, 103, 104
BUAD	10, 45, 66, 71, 72

Web Design

Certificate:

SC Program: CL.3115

PROGRAM DESCRIPTION: This program is designed to be an introduction to the basics of designing and building simple Web pages

using current software. This certificate prepares students for entry-level jobs in web design, prepares students to design their own web sites for small businesses and organizations and is designed for students with little or no web design experience.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and **application for completion of the certificate to Admissions and Records**, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Use a computer and the internet for daily needs.
2. Build dynamic web pages for personal and business use.
3. Incorporate graphics and photos into web pages.
4. Understand e-commerce basics and how to design a marketable website.

CERTIFICATE REQUIREMENTS:

ART 80A	Graphic Design	3
BUAD 71	Introduction to e-Commerce	1
CIS 2	Introduction to Computer Science	4
CIS 64	Web Programming	3
CIS 73	Intro to the Adobe Suite	2
CIS 83	Intro to Web Design	2
CIS 94	CIS Worksite Learning	1

TOTAL UNITS FOR CERTIFICATE	16
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Web Master

Certificate:

SC Program: CT.3116

PROGRAM DESCRIPTION: This certificate program covers advanced web development skills using current techniques and software and prepares students for entry-level positions at living wages as well as the skills needed to start their own small business in the web design and multimedia marketing industry.

This certificate follows the Web Design Certificate and introduces students with basic skills and previous experience in web design to advanced web development skills. This certificate will cover the web development life cycle and includes courses in SEO, Marketing and Design.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Create a flow-chart of the web development life cycle.
2. Create a proposal for a complete online presence for a given organization.

CERTIFICATE REQUIREMENTS:

ART 80A	Graphic Design	3
BUAD 71	Introduction to e-Commerce	1
BUAD 72	e-Commerce Marketing	1
BUAD 77	Principles of Marketing	3
CIS 2	Introduction to Computer Science	4
CIS 7	Social Media Marketing & Search Engine Optimization	3
CIS 23	Fundamentals of SQL	3
CIS 64	Web Programming	3
CIS 73	Intro to the Adobe Suite	2
CIS 76	Mobile Applications Development	3

CIS 83	Intro to Web Design	2
CIS 87	Advanced Web Design	3
CIS 94	CIS Worksite Learning	1

TOTAL UNITS FOR CERTIFICATE	32
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COMPUTER SCIENCE

Computer Science

Associate in Science for Transfer:

SC Program: AS-T.2005

PROGRAM DESCRIPTION: The Associate in Science in Computer Science for Transfer Degree (AS-T in Computer Science) provides students with the opportunity to meet the requirements for transfer to the California State University system in Computer Science or a similar major. In order to earn this degree a student must complete 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Completing this degree guarantees admission to the CSU system but not to a particular campus or major. The degree is designed to prepare students for upper division study in Computer Science and related fields. Computer Science graduates at the bachelor's level are qualified for employment by industry or government in a variety of technical positions. They also frequently enter graduate programs to pursue advanced degrees in Computer Science or related fields. Computer Science graduates are often well qualified for admission into professional programs in a variety of fields, such as Health Sciences, Engineering, Aerospace, etc. Those students interested in teaching at the high school level should know that the nation is experiencing a shortage of well qualified technology teachers. Current and prospective community college students interested in this degree are encouraged to meet with a Counselor to develop an educational plan that best meets their goals and needs.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Apply appropriate programming techniques to analyze a given problem and design and implement an optimized solution.
2. Demonstrate basic knowledge of programming techniques and demonstrate the interaction between software and the associated hardware.
3. Use computers and other technology as experimental and modeling tools.
4. Transfer to a California State University with a major in Computer Science.

REQUIREMENTS:

In addition to the 37 unit general education pattern for IGETC, students must complete the core courses listed below for the Associate in Science in Computer Science for Transfer degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

CIS 61	C++ Language Programming	3
CIS 65	Programming Concepts & Methodology Using C++	3
CIS 66	Computer Architecture and Organization	3
CIS 67	Discrete Structures	3
MATH 3A*#	Calculus 3A	4
MATH 3B*#	Calculus 3B	5
PHYS 4A*#	Physics (Mechanics)	4
PHYS 4B*#	Physics (Electricity and Magnetism)	4
OR		
CHEM 1A*#	General Chemistry	5

ADDITIONAL RECOMMENDED PREPARATION:

While the additional course is not required for this degree, completing this course will better prepare students for upper division coursework in computer science. This class may be required for the Bachelor's degree. Check the catalog for the CSU campus to which you plan to transfer.

CIS 2 Introduction to Computer Science 4

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

**ASSOCIATE IN SCIENCE IN COMPUTER SCIENCE
FOR TRANSFER DEGREE REQUIREMENTS:**

Major	29-30
General Education	37*
General Electives	0-1*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

*Students must use the IGETC pattern to satisfy the requirements for this degree. Shasta College cannot certify to your transfer institution that you have completed the ADT if you use the CSU GE pattern because it will exceed the 60 unit maximum.

CULINARY ARTS / HOSPITALITY

Hospitality – Culinary Arts Concentration

Associate in Science:

SC Program: AS.1292

PROGRAM DESCRIPTION: With this degree, graduates enter the culinary field well prepared for entry-level employment, many progressing to management positions. Students will apply principles in sanitation and safety, hospitality, basic food production, nutrition, management, advanced cuisine, and gourmet food preparation. Business communications and general education requirements are also required for the degree. Hands-on worksite learning provides the student additional experience in the field.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Prepare workstations, corresponding to the preparation and presentation of a meal, in a time-restricted quality-minded setting.
2. Prepare large scale quantity items in a time-restricted quality-minded setting.
3. Practice the principles of sanitation and safety procedures.
4. Recognize the types of gourmet foods served in hotels and restaurants and the presentation of these specialties.
5. Demonstrate the principles of the garde-manger section of the kitchen.

DEGREE REQUIREMENTS:

CORE COURSES:

BUAD 66*	Business Communications	3
CULA 45	Basic Food Production	5
CULA 46	Advanced Foods	5
CULA 48	Gourmet Food Preparation	3
CULA 49	Menu Planning & Cost Analysis	2
CULA 50	Sanitation and Safety	2
CULA 55	Food and Beverage Cost Control	2
CULA 60	Beverage Management	2
CULA 65	Dining Room Service	3
CULA 75	Pastry	2
CULA 94	Culinary Arts Worksite Learning	1

CULA 159	Stocks, Soups, Sauces & Basic Culinary Prep.	2
CULA 161	Art Garde Manger (Preparation and Presentation of Garnished Foods)	2
CULA 172	Baking	2
HOSP 10	Introduction to the Hospitality Industry	3
HOSP 55*	Customer Service Skills in a Multicultural Workplace	3
HOSP 65	Hospitality Supervision	3
NUTR 25*	Nutrition	3

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	48
Additional General Education	12
General Electives	0
Degree Total	60

Hospitality – Culinary Arts Concentration Certificate:

SC Program: CT.3246

PROGRAM DESCRIPTION: With this certificate, students will enter the Culinary Arts field and should be able to demonstrate principles in sanitation and safety, hospitality, and basic food production. Additional skills will be applied in advanced foods, menu planning and cost analysis, purchasing, dining room service, baking, supervision, and actual worksite learning..

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Prepare workstations, corresponding to the preparation and presentation of a meal, in a time-restricted quality-minded setting.
2. Prepare large scale quantity items in a time-restricted quality-minded setting.
3. Practice the principles of sanitation and safety procedures.
4. Demonstrate the principles of the garde-manger section of the kitchen.

CERTIFICATE REQUIREMENTS:

BUAD 172	Business Math	3
CULA 45	Basic Food Production	5
CULA 46	Advanced Foods	5
CULA 49	Menu Planning and Cost Analysis	2
CULA 50	Sanitation and Safety	2
CULA 55	Food and Beverage Cost Control	2
CULA 65	Dining Room Service	3
CULA 75	Pastry	2
CULA 94	Culinary Arts Worksite Learning	1
CULA 172	Baking	2
HOSP 65	Hospitality Supervision	3

TOTAL UNITS FOR CERTIFICATE 30

Hospitality – Hotel/Restaurant Management Concentration

Associate in Science:

SC Program: AS.1294

PROGRAM DESCRIPTION: The course of study in hospitality management includes instruction in hotel and restaurant operations designed to prepare students for various positions in the hospitality industry. What interests many prospective students in this field of study is the extraordinary range of management jobs available. In addition to

operational management, graduates will be able to pursue careers in such areas as personnel, marketing, sales, finance, training, facilities management, conference management, and purchasing. Career progression is often very rapid, with companies offering very good financial and professional development packages in recognition of the major shortage of well qualified management graduates for what is one of the world's largest and fastest growing industries.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Relate customer expectations to the achievement of financial viability of the organization.
2. Practice appropriate communication skills in operational and human resource management.
3. Evaluate hospitality operations.
4. Apply quality control systems to customer service issues.
5. Apply the appropriate management/supervisory techniques to operational situations.

DEGREE REQUIREMENTS:

CORE COURSES:

BUAD 66 *	Business Communications	3
CIS 1*	Computer Literacy Workshop	3
CULA 50	Safety and Sanitation	2
CULA 55	Food and Beverage Cost Control	2
CULA 66	Wine with Food OR	2
CULA 73	Introduction to Wines	
HOSP 10	Introduction to the Hospitality Industry	3
HOSP 20	Hospitality Operations Management	3
HOSP 35	Computer Applications in the Hosp. Industry	3
HOSP 40	Human Res. Mgmt. in the Hospitality Industry	3
HOSP 45	Restaurants, Hotels, and Lawful Management	3
HOSP 50	Hospitality Marketing, Sales and Advertising	3
HOSP 55	Customer Svc Skills for a Multicult Workplace	3
HOSP 60	Hospitality and Financial Management	3
HOSP 65	Hospitality Supervision	3
HOSP 94	Hospitality Worksite Learning	1

*May be used to fulfill General Education requirements.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	40
Additional General Education	15
General Electives	5
Degree Total	60*

Hospitality Management

Associate in Science for Transfer:

SC Program: AS-T.2006

PROGRAM DESCRIPTION: The Associate in Science in Hospitality Management for Transfer Degree (AS-T Hospitality Management) provides students with the opportunity to meet the requirements for transfer to the California State University system in Hospitality Management. In order to earn this degree a student must complete 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Completing this degree guarantees admission to the CSU system but not to a particular campus or major. The degree is designed to prepare students for upper division study in Hospitality Management. Hospitality Management graduates at the bachelor's level are qualified for employment by industry in a variety of jobs, in areas such as food and beverage management, safety and sanitation, culinary operations, and lodging in this transfer program.

This degree is approved through the California Community College

Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Provide the knowledge and skills necessary to manage and make informed business decisions within a hospitality organization.
2. Identify major on-going trends in customer behavior that will affect the food and beverage/restaurant industry.
3. Describe the service relationship in terms of psychological needs and social-psychological experiences.
4. Explain the roles of the food service worker and manager in the prevention of foodborne illnesses.
5. Work as a team member to achieve common goals/objectives.
6. Classify lodging facilities based on size, target markets, and levels of service.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Science in Hospitality Management for Transfer degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

HOSP 10	Introduction to Hospitality	3
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LIST A (Select 8-9 units or three courses):

CULA 45	Basic Food Production	5
CULA 50	Sanitation and Safety	2

CULA 55	Food and Beverage Cost Control	4
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AND

CULA 60	Beverage Management	
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ECON 1A*#	Principles of Economics (Micro)	3
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HOSP 20	Hospitality Operations Management	3
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LIST B (Select 6-7 units or two courses):

Any course from List A not already used

CULA 49	Menu Planning and Cost Analysis	2
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CULA 65	Dining Room Service	3
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HOSP 35	Computers Applications in the Hosp Industry	3
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MATH 14*#	Introduction to Statistics	4
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NUTR 25*	Nutrition	3
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*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN SCIENCE IN HOSPITALITY MANAGEMENT FOR TRANSFER DEGREE REQUIREMENTS:

Major	18-22
General Education	37-39
General Electives	0-12*

*Number will vary depending on units that double count.

Degree Total Will Not Exceed 60 Units

Wine Essentials

Noncredit Certificate:

SC Program: NCR.1002

PROGRAM DESCRIPTION: The goal of the Wine Essentials certificate is to improve employability, job placement, and academic skills that can be applicable for current employees and students that may be interested in the Hospitality industry. The certificate will prepare students with essential knowledge regarding the basics of winemaking, characteristics of major wine varieties, and hands-on practice with food and wine pairing. Concepts covered in the certificate courses can be applied to home preparation of food with wine, restaurant food production with wine, and dining out.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Identify the differences between the making of still wines, fortified wines, and sparkling wines.
2. Compare different grape varieties/varietal wines.
3. Describe steps in the wine making process.
4. Compare American, French, Italian, and German wines, wine regions and varietals.
5. Describe the principles of food and wine pairing.
6. Identify hard to pair foods and their reaction to wines through taste comparison.
7. Identify various cooking methods and their interaction with different wines.

REQUIRED NONCREDIT COURSES:

CULA 373	Introduction to Wines	0
CULA 366	Wine with Food	0

EARLY CHILDHOOD EDUCATION

Early Childhood Education

Associate in Science for Transfer:

SC Program: AS-T.1002

PROGRAM DESCRIPTION: The Associate in Science in Early Childhood Education Transfer degree (AS-T in ECE) offers students a common core of early childhood education courses (aligned to participating CSUs) that permit smooth transfer toward a Bachelor's degree in child development or early childhood education.

The AS-T in ECE is also an excellent foundation for multiple career pathways such as Elementary Teacher, Universal Preschool Teacher, Transitional Kindergarten Teacher, Child Development Specialist, Early Childhood Program Director, and Child Life Specialist in hospitals. This pathway meets the T-K requirement for the State of CA.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Engage and support all students in learning.
2. Support family-school relationships and community connections.
3. Exhibit skill in observation and documentation to assess student learning and evaluate program quality.
4. Create and maintain healthy, respectful, and effective learning environments and practices that are developmentally, linguistically, and culturally appropriate.
5. Plan, organize, and design developmentally appropriate curriculum based on knowledge of child development.
6. Demonstrate professionalism by exhibiting skill in collaborating, reflecting, communicating and valuing continuous improvement and lifelong learning.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Science in Early Childhood Education for Transfer degree.

Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

ECE 2*	Child, Family, Community	3
ECE 7	Early Childhood Observation and Assessment	3
ECE 8	Teaching Practicum for Young Children	3
ECE 9*#	Child, Growth and Development	3
ECE 15	Child, Health, Safety and Nutrition	3
ECE 17	Principles/Practices of Teaching Young Children	3
ECE 20	Introduction to Curriculum	3
ECE 28	Teaching in a Diverse Society	3

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN SCIENCE IN EARLY CHILDHOOD EDUCATION FOR TRANSFER DEGREE REQUIREMENTS:

Major	24
General Education	37-39
General Electives	2-3*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Associate in Science:

SC Program: AS.1190

PROGRAM DESCRIPTION: The Early Childhood Education Program prepares students to become teachers and directors in programs providing care and learning opportunities for young children ages 0-8. The college courses focus on training for careers in preschools, Head Start, child care programs, infant-toddler, school age, and family child care. Programs for young children require different qualifications for teachers and child care providers. The A.S. Degree in Early Childhood Education at Shasta College meets course work qualifications for the Child Development Teacher Permit and Community Care Licensing staff qualifications for a teacher and director. Additional specified experience with children is required.

There are a minimum of 36 units in the major required for the Associate of Science Degree in Early Childhood Education. Students need to complete 30 units of required core courses and an additional 6 units of restricted elective courses. An additional 15 General Education units and at least 9 general elective units will complete the Associate of Science degree in Early Childhood Education. All courses applied to the ECE A.S. Degree must be completed with a "C" grade or better, or a "P" if the course is taken on a Pass/No Pass basis..

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Apply an understanding of principles of child development in planning inclusive and developmentally appropriate curriculum and environments.
2. Exhibit skill in observation and documentation as a vehicle for child and program assessment and curriculum design.
3. Create environments that are healthy, respectful and supportive to children and their families.
4. Utilize positive guidance of young children based on an understanding of cognitive, physical, and social and emotional development of children.
5. Identify professional standards and expectations as based upon NA EYC'S Code of Ethical Conduct.
6. Discuss current trends and issues in the field of Early Childhood Education.
7. Perform common tasks online and access resources and

information in regard to current best practices in early education.

8. Identify and exhibit the ability to interact successfully with children and adults from an ever changing society.

DEGREE REQUIREMENTS:

CORE COURSES:

ECE 1*	Human Development OR	3
ECE 9*	Child Growth and Development	
<i>(ECE 9 is recommended for students planning to transfer to a 4 year program for a degree in Early Childhood Education or Child Development)</i>		
ECE 2*	Child, Family, Community	3
ECE 7	Early Childhood Observation & Assessment	3
ECE 8	Teaching Practicum for Young Children	3
ECE 15	Child Health, Safety and Nutrition	3
ECE 17	Principles/Practices of Teaching Young Children	3
ECE 20	Introduction to Curriculum	3
ECE 28*	Teaching in a Diverse Society	3
ECE 52	Guidance in Adult-Child Relations	3
ECE 60	Advanced Curriculum	3

RESTRICTED ELECTIVES: (Choose six units) 6

ECE 3	Early Childhood Program Administration (3)	
ECE 6	Exploring Family Childcare (1)	
ECE 12	Infant Toddler Learning (3)	
ECE 16**	Adult Supervision and Mentoring in Early Care and Education (2)	
ECE 22	Care and Education for Infants and Toddlers (3)	
ECE 26	The Child With Special Needs (3)	
ECE 27	Teaching Children with Special Needs and Early Intervention Strategies (3)	
ECE 51	Administration II: Personnel and Leadership in Early Childhood Education (3)	
ECE 147	Mental Health Awareness in ECE Programs (1)	

SPECIALIZATIONS:

ECE graduates are qualified to work with children ages 0-8. However, it is recommended that students meet the additional 6-unit requirement by selecting and completing one of the following Specializations (Administration in ECE, Infant/Toddler Teaching, School-Age Teaching, or Special Needs in ECE/Early Intervention). A Specialization is required for Master Teacher or above levels of the Child Development Permit, issued by the California Commission on Teaching Credentialing. Associate and Teacher Levels do not require a Specialization.

To qualify for a Child Development Permit from the California Office on Teacher Credentialing, students will need to take at least one additional unit of General Education approved curriculum. Applicants for the Permit should consult with the ECE Department to discuss selection of elective units for the degree. ECE courses may not be counted toward the 16 GE unit requirement for the Child Development Permit.

ADMINISTRATION IN ECE SPECIALIZATION

ECE 3	Early Childhood Program Administration	3
ECE 51	Administration II: Personnel and Leadership in Early Childhood Education	3
ECE 16**	Adult Supervision and Mentoring in Early Care and Education	2

INFANT/TODDLER TEACHING SPECIALIZATION

ECE 12	Infant Toddler Learning	3
ECE 22	Care and Education for Infants and Toddlers	3

SPECIAL NEEDS IN EARLY CHILDHOOD EDUCATION/EARLY INTERVENTION SPECIALIZATION

ECE 26	The Child with Special Needs	3
ECE 27	Teaching Children with Special Needs and Early Intervention Strategies	3

*May be used to fulfill General Education requirements.

**Students who plan on applying for a Child Development Permit for Master Teacher or higher will also need ECE 16.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	36
Additional General Education	15
General Electives	9

Degree Total

60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Early Childhood Education Certificate:

SC Program: CT.3451

PROGRAM DESCRIPTION: The Early Childhood Education Certificate prepares students to work effectively with young children (ages 0-8) in a variety of care and education settings. After completion of the 24-unit certificate, students qualify for employment as a teacher in licensed childcare settings. When combined with 16 General Education units, it qualifies students to apply for a Child Development Teacher Permit issued by the CA Commission on Teacher Credentialing.

This 24-unit certificate is intended to fulfill the ECE requirements for a lower-division program of study transferable to the CSU system. It represents a solid foundation of knowledge and skills applicable to a variety of advanced professional roles, such as K-12 teachers, counselors, and social workers. All certificate requirements must be completed with a C grade or better.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Engage and support all students in learning.
2. Support family-school relationships and community connections.
3. Exhibit skill in observation and documentation to assess student learning and evaluate program quality.
4. Create and maintain healthy, respectful learning environments and practices that are developmentally, culturally, and linguistically appropriate.
5. Plan, organize, and design developmentally appropriate curriculum based on knowledge of child development.
6. Demonstrate professionalism by exhibiting skill in collaborating, reflecting, communicating, and valuing continuous improvement and lifelong learning.

CERTIFICATE REQUIREMENTS:

ECE 2	Child, Family, Community	3
ECE 7	Early Childhood Observation and Assessment	3
ECE 8	Teaching Practicum for Young Children	3
ECE 9	Child, Growth and Development	3
ECE 15	Child Health, Safety and Nutrition	3
ECE 17	Principles/Practices of Teaching Young Children	3
ECE 20	Introduction to Curriculum	3
ECE 28	Teaching in a Diverse Society	3

TOTAL UNITS FOR CERTIFICATE

24

ECE – Family Childcare

Certificate:

SC Program: CL.3154

PROGRAM DESCRIPTION: The Early Childhood Education Family Childcare Certificate offers students initial training for employment as a family childcare provider. After completion of the 13-unit certification program, the student will be prepared to seek a family childcare provider position or family childcare licensure (assuming ability to pass Community Care Licensing [Social Services Dept.] requirements related to physical site).

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Apply principles of child development in planning inclusive and developmentally appropriate curriculum and environments.
2. Utilize positive guidance of young children based on an understanding of cognitive, social and emotional development of children.
3. Create environments that are healthy, respectful and supportive to children and their families.
4. Identify and analyze the elements of professionalism and its importance in family childcare settings.
5. Complete class exercises applying management and operation knowledge by developing an operational structure of a mock family childcare setting.

All courses to be applied to the Early Childhood Education Family Childcare Certificate must be completed with a "C" grade or better.

CERTIFICATE REQUIREMENTS:

CORE COURSES:

ECE 1	Human Development OR	3
ECE 9	Child Growth and Development	
ECE 2	Child, Family, Community	3
ECE 6	Exploring Family Childcare	1
ECE 22	Care and Education for Infants and Toddlers	3
ECE 52	Guidance in Adult-Child Relations	3
TOTAL UNITS FOR CERTIFICATE		13

Human Development

General Studies – 18 Unit Emphasis:

SC Program: AS.1501

The Human Development emphasis permits students to explore the areas of early childhood education, teacher preparation, and family studies in order to develop foundational concepts and skills in working with people of all ages. Students will recognize that each human life, characterized by multiple influences and interrelated domains, is worthy of study, both individually and within a variety of contexts.

PROGRAM LEARNING OUTCOMES:

For General Studies Degree Learning Outcomes, see page 35.

Choose 18 units from at least two of the following areas:

ECE	1, 2, 3, 6, 7, 8, 9, 12, 15, 16, 17, 20, 22, 26, 27, 28, 51, 52, 60
EDUC	1
HUSV	12, 16, 18, 60
NUTR	25, 27

EARTH SCIENCES

Earth Science Teacher

University Studies – 26 Unit Emphasis:

SC Program: AA.1505

With the adoption of the Next Generation Science Standards (NGSS) by the State of California and most other states, teachers need programs that emphasize Earth Science to be competitive candidates for teaching positions. This degree provides that emphasis while also incorporating

the foundational classes for both the Single Subject Credential (Science: Geosciences) and the Multiple Subject Teaching Credential typical for Middle/High School teachers and Elementary School teachers, respectively. In addition, the degree core includes a course in Earth History needed for the Single Subject path but also NGSS-relevant at several grade levels for the Multiple Subject path. Further, because the NGSS incorporates the Earth Sciences at every grade level regardless of that grade's science focus, a Multiple Subject credentialed teacher could demonstrate a strong NGSS-ready background referring specifically to the courses within this degree. Selected core and elective courses in this plan are designed to develop breadth and to demonstrate multidisciplinary connections across the sciences with the Earth Sciences acting as the central discipline, an NGSS hallmark.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Describe how density-driven processes influence the physics associated with mantle circulation and plate tectonics, tropospheric circulation including weather fronts and global atmospheric circulation, and oceanographic processes such as downwelling.
2. Relate the chemistry natural materials to processes they are associated with such as magma chemistry and eruption dynamics, the chemistry of air and global climate, and the chemistry of marine environments as they influence atmospheric chemistry and impact marine life.
3. Define the role of electromagnetic radiation in atmospheric processes, oceanographic processes and the foundations of the biosphere.
4. Explain the role of the rock cycle in terms of supporting natural resource needs, biospheric support, hydrospheric origins and atmospheric qualities.
5. Identify the qualities of our planet that are distinctive as compared to others in the solar system, referencing our position, tilt, and interactive systems as driven by solar and geothermal energies.

Core Courses:

ESCI 1	The Active Earth (4)
ESCI 12	General Earth Science (4)
PHSC 1	Physical Science Survey (4)

ESCI 2	Earth: The History of Our Planet (4) OR
ESCI 6	Ancient Life (4) OR
ESCI 7	Introduction to the Geology of California (4)

Life Science GE Selection:

BIOL 1	Principles of Biology (4) OR
BIOL 12+12L	Field Biology (3) + Field Biology Laboratory (1) OR
BOT 1	General Botany (4) OR
ZOOL 1	General Zoology (4) OR
AGNR 60+61	Environmental Science (3) + Environmental Science Laboratory (1)

Elective Courses (choose at least 6 additional units from the following):

AGNR	1, 60, 61
AGPS	25
CHEM	1A, 1B, 2A
ESCI	10, 14, 14L, 18, 32, 32L, 33, 34, 35, 35L, 36, 37, 37L, 38
GEOG	1A, 1AL, 7, 8, 9
NHIS	5, 5L, 15, 65
PHYS	2A, 2B

NOTE: In addition to the core and elective courses above, there are specific Math and Social Science GE courses, as well as additional Science courses, that can further support this degree and transfer into a teaching program. See Earth Science Department faculty or a counselor.

Earth Sciences

University Studies – 20-22 Unit Emphasis:

SC Program: AA.1515

The Earth Sciences encompass a broad set of disciplines that are often themselves interdisciplinary in nature and the various emphases within this degree can position the transfer student on a path toward specializations in Earth (Geologic), Atmospheric, Biologic or Environmental Science. Earth History includes the geologic, biologic, oceanographic and atmospheric history of the Earth drawing upon aspects of chemistry and physics to formulate an understanding of our planet through time. Major aspects of the Atmospheric Sciences emphasis focus on dynamic interactions of the atmosphere with Earth's surface, especially the influence of the oceans on weather and climate, the oceans being the single most important earthly influence on our atmosphere. As a planet, the dynamic interaction of Earth's subsystems—the geosphere, hydrosphere, and atmosphere—define the biosphere itself, the final subsystem within the Earth System emphasis, though the biosphere has as much an impact upon the other subsystems as they have on life, something that the Earth System emphasis illustrates. Examples of emphasis application in the degree include conservation sciences, environmental law and policy, general, systems ecology and marine ecology, watershed studies, evolution, archeology/anthropology, physical/environmental geography, general and environmental geology, meteorology, climate sciences, natural resource management, science education and much more.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Demonstrate the interrelated aspects of our natural world through feedback loops across subsystems such as hydrosphere-atmosphere, atmosphere-biosphere, hydrosphere-atmosphere-biosphere connections or any of the planet's subsystems.
2. Explain life's connection to the abiotic world through the inclusion of evolution/natural selection and concepts in ecology/environmental quality and relate the dependence of life and the diversity of life to the abiotic world.
3. Use the intersection of the hydrosphere, atmosphere and geosphere to define how they support the biosphere noting habitat qualities reliant on each within that intersection.
4. Understand physical process that shape Earth's surface and the influence this has upon various aspects of the Earth system, including the anthroposphere.
5. Identify natural negative feedback loops in the Earth system and how one might be interrupted, or reversed to become a positive feedback loops, while including impacts to the global ecosystem.

Degree Core:

ESCI 17	Earth System Science (3)
BIOL 1	Principles of Biology (4) OR
BOT 1	General Botany (4) OR
ZOOL 1	General Zoology (4) OR
NHIS 5+5L	Natural History of the Neotropics (3) + Natural History of the Neotropics Laboratory (1) OR
NHIS 15+65	Natural History of California (3) + Natural History of Northwest California (1) OR
AGNR 60+61	Environmental Science (3) + Environmental Science Laboratory (1) OR
ESCI 6	Ancient Life (4)

Degree Emphasis (Choose one of the following):

Emphasis in Geology and Earth History:

ESCI 1	The Active Earth (4)
ESCI 2	Earth: The History of Our Planet (4) OR
ESCI 6	Ancient Life (4)
ESCI 7	Introduction to the Geology of California (4)
ARCH 3	Principles of Archaeology (3) OR
HIST 3	World Civilization: 1500 to Present (3)

At least 4 units from the following:

ESCI 32	Geology of the Northern Sierras (1.5)
ESCI 32L	The Northern Sierras Lab and Field Studies (0.5)
ESCI 33	Geology of Sacramento Valley (1.5)
ESCI 34	The Modoc Plateau (1.5)
ESCI 35	Lassen Volcanic National Park (1.5)

ESCI 35L	Lassen Volcanic National Park Lab and Field Studies (0.5)
ESCI 36	The Mount Shasta Region (1.5)
ESCI 37	The Northern California Coast (1.5)
ESCI 37L	Northern California Coast Lab and Field Studies (0.5)
ESCI 38	The Point Reyes National Seashore (1.5)

Emphasis in Atmospheric Sciences:

ESCI 14	Meteorology (3)
ESCI 14L	Meteorology Laboratory (1)
ESCI 15	Oceanography (4)
ESCI 18	Global Climate Change: Past, Present and Future (3)
GEOG 5	Society, Environment and GIS (3)

Emphasis in Earth Systems:

Geosphere Requirement (choose one of the following):

ESCI 1	The Active Earth (4)
ESCI 10	Environmental Geology (4)
GEOG 1A	Physical Geography (3)
	and
GEOG 1AL	Physical Geography Lab (1)

Hydrosphere Requirement (choose one of the following):

ESCI 15	Oceanography (4)
AGPS 25	California Water (3)

Atmosphere Requirement (choose one of the following):

ESCI 14	Meteorology (3)
	and
ESCI 14L	Meteorology Laboratory (1)
ESCI 18	Global Climate Change: Past, Present and Future (3)

Anthrosphere Requirement (choose one of the following):

AGNR 11	Environmental Ethics (3)
GEOG 1B	Human Geography (3)
GEOG 5	Society, Environment and GIS (3)
GEOG 7	California Geography (3)
GEOG 8	World Regional Geography (3)

Geographic Information Systems

Associate in Science:

SC Program: AS.1520

PROGRAM DESCRIPTION: The Associate of Science degree in Geographic Information Systems (GIS) provides students with skills, knowledge and experience in the application of GIS. Students complete courses in the technical aspects of GIS and information technologies, along with courses in fields to which GIS is commonly applied, including geography, earth and social sciences, natural resources and engineering. Students gain knowledge of maps, geographic data, and imagery, while developing skills in data collection, analysis and map creation. As students progress through the program the applied field courses provide direction for learning about the application of GIS, which gives direction to GIS project work. Worksite learning allows students to gain GIS workplace experience in their chosen field and to develop contacts among the community of GIS professionals. Successful students will have strong computer and critical thinking skills. Refer to <http://www.shastacollege.edu/gis> for more information.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Explain and summarize key GIS concepts, applications and societal implications.
2. Perform GIS data acquisition, capture, editing, and attributing.
3. Manage GIS data through file management, database design, georeferencing and conversion.
4. Perform GIS analysis using queries, overlay functions, and models.

5. Produces maps of subjects in application discipline demonstrating effective communication, design aesthetics, application of GIS tools and use of cartographic standards.
6. Effectively engages with community through projects, volunteer activities, user meetings and worksite learning.
7. Demonstrates effective written and oral communication of GIS challenges and opportunities pertaining to application discipline.

DEGREE REQUIREMENTS:**CORE COURSES:**

GEOG 5*	Society, Environment and GIS	3
GEOG 9	Map and Geospatial Principles	3
GEOG 10	Introduction to Geographic Information Systems	3
GEOG 12	GIS Data Design and Capture	3
GEOG 13	GIS Spatial Analysis	3
GEOG 14	GIS Cartography and Visualization	3
GEOG 15	Introduction to Remote Sensing	3
GEOG 25	GIS Projects (1) OR	
GEOG 94	GIS Worksite Learning (1-3)	

INFORMATION TECHNOLOGIES:

CIS 2*	Introduction to Computer Science	4
CIS 24	Database Design	3

GEOGRAPHY:

GEOG 1A*	Physical Geography	3
GEOG 1AL	Physical Geography Lab	1
GEOG 1B*	Human Geography (3) OR	
GEOG 7*	California Geography (3) OR	
GEOG 8*	World Regional Geography (3)	

GEOG 2A	Field Studies in Physical Geography (1) OR	
GEOG 2B	Field Studies in Human Geography (1)	

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	37-39
Additional General Education	9
General Electives	12-14
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Geographic Information Systems Certificate:

SC Program: CT.3449

PROGRAM DESCRIPTION: The Geographic Information Systems (GIS) Certificate at Shasta College provides students with the knowledge and skills needed to apply principles, methods and tools of geographic information systems (GIS). Students develop foundation principles of maps, geographically referenced data, imagery and global positioning systems. GIS fundamentals are taught, both in conceptual and practical terms. Students learn the design of geographic databases and the capture of data using global positioning systems (GPS) and remotely sensed imagery. Spatial analysis skills are developed, from basic geographic inquiry through more complex analysis using GIS overlays and models. Students learn the principles and practice of remote sensing and image processing for integration with GIS and GPS. Maps are designed and implemented for output in hardcopy and digital formats. Worksite learning allows students to gain GIS workplace experience and to develop contacts among the community of GIS professionals. Successful students will have strong computer and critical thinking skills. Refer to <http://www.shastacollege.edu/gis> for more information.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all certificate

requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Explain and summarize key GIS concepts, applications and societal implications.
2. Perform GIS data acquisition, capture, editing, and attributing.
3. Manage GIS data through file management, database design, georeferencing and conversion.
4. Perform GIS analysis using queries, overlay functions, and models.
5. Produce a portfolio of maps demonstrating effective communication, design aesthetics, application of GIS tools and use of cartographic standards.
6. Employ best practices for GIS project design, planning, and implementation.
7. Effectively engage with community through projects, volunteer activities, user meetings and worksite learning.

CERTIFICATE REQUIREMENTS:

GEOG 9	Map and Geospatial Principles	3
GEOG 10	Introduction to GIS	3
GEOG 12	GIS Data Design and Capture	3
GEOG 13	GIS Spatial Analysis	3
GEOG 14	GIS Cartography and Visualization	3
GEOG 15	Introduction to Remote Sensing	3
GEOG 25	GIS Projects (1) OR	
GEOG 94	GIS Worksite Learning (1-3)	

TOTAL UNITS FOR CERTIFICATE	19-21
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Geography

Associate in Arts for Transfer:

SC Program: AA-T.4002

PROGRAM DESCRIPTION: Geography is the study of Earth's environments and how humans interact with them. Subject matter in the physical, biological, and social sciences is investigated in order to develop an understanding of our complex world. Students explore challenges and solutions to environmental change, resource use, urbanization, migration, conflict, and sustainability. Students are exposed to a range of geographic methods including field observation, research, map reading, and geospatial technologies. The Associate in Arts in Geography for Transfer degree is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Geography or a similar major.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Outline the foundations of physical and human geography.
2. Summarize world regions and local landscapes in terms of geographic characteristics and interconnections.
3. Perform spatial reasoning to address contemporary challenges and opportunities.
4. Effectively use maps to interpret landscapes and measure geographic phenomena.
5. Discuss the role of geospatial technologies in the acquisition, analysis, and display of geographic data.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the

Associate in Science in Geology for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

GEOG 1A*#	Physical Geography	3
GEOG 1AL*#	Physical Geography Lab	1
GEOG 1B*#	Human Geography OR	3
GEOG 8*#	World Regional Geography	3

LIST A (Select two to three courses, minimum 6 units): 6-10

Any Core course not already used above

GEOG 7*#	California Geography (3)
GEOG 9	Map and Geospatial Principles (3)
GEOG 10	Introduction to Geographic Information Systems (3)
ESCI 14*#	Meteorology (3)

GEOG 2A	Field Studies in Physical Geography (1) OR
GEOG 2B	Field Studies in Human Geography (1)

LIST B (Select two courses): 6

Any List A course not already used above

GEOG 5*	Society, Environment and GIS (3)
ANTH 2*#	Cultural Anthropology (3)

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

**ASSOCIATE IN SCIENCE IN GEOGRAPHY FOR
TRANSFER DEGREE REQUIREMENTS:**

Major	19-22
General Education	37-39
General Electives	8-17*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Geology

Associate in Science for Transfer:

SC Program: AS-T.1005

PROGRAM DESCRIPTION: The Associate in Science in Geology for Transfer degree provides the foundation for students interested in the study of the earth and provides breadth in both geologic processes and earth history. Field-based experiences and investigations are critical to geology and, within this degree, core courses and recommended transferable electives prepare the transfer student for university studies that expound upon such experiences. The Associate in Science in Geology for Transfer degree is designed to provide students with a common core of lower division courses required to transfer and pursue a baccalaureate (4-year) degree in geology in the CSU system.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Describe major concepts and provide theoretical perspectives in geology utilizing appropriate vocabulary.
2. Develop and apply basic research methods as required in field and laboratory studies in geology.
3. Practice critical thinking to evaluate internal and surface Earth processes and their results.
4. Utilize geologic concepts and theory to analyze and interpret field situations supported by lab and field-collected evidence.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Science in Geology for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in

each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

CHEM 1A*#	General Chemistry	5
CHEM 1B*#	General Chemistry	5
ESCI 1*#	The Active Earth	4
ESCI 2*#	Earth: The History of Our Planet	4
MATH 3A*#	Calculus	4
MATH 3B*#	Calculus	5

Additional Recommended Preparation:

While these additional courses are not required for this degree, completing these courses will better prepare students for upper division coursework in geology. Some of these may be required for the Bachelor's degree. Check the catalog for the CSU campus to which you plan on transferring.

BIOL 1	Principles of Biology
ESCI 3	Mineralogy and Crystal Optics
ESCI 14	Meteorology
ESCI 15	Oceanography
MATH 14	Introduction to Statistics
PHYS 2AB	General College Physics
PHYS 4AB	Physics (Mechanics)/(Electricity and Magnetism)

**ASSOCIATE IN SCIENCE IN GEOLOGY FOR
TRANSFER DEGREE REQUIREMENTS:**

Major	27
General Education	37-39
General Electives	0-3*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Geosciences Technician

General Studies – 26-30 Unit Emphasis

SC Program: AS.1602

Each Geosciences Technician AS specialization infuses technical skills needed to enter the workforce while including enough flexibility to move toward a specific geoscience expertise that a technician could need to support other science professionals. For example, the Geologic Technician can develop a hydrologic or hazards focus with significant field experience while developing reporting skills representative of a characterized field site. The Weather Technician could center classes upon geospatial aspects of weather or atmospheric/climatologic monitoring with the intention of forecasting and/or modeling possible outcomes given a set of atmospheric conditions. The Coastal Marine Science Technician ("CMS Tech") has options to consider habitat quality and geospatial relationships between watersheds and coastal environments. Further, the CMS Tech gathers experience in quantitative habitat evaluation, including data collection, analysis, and data interpretation.

This degree plan places a field emphasis around classes that provide the background necessary to apply basic scientific principles centered on the geological sciences. Classes support modern geologic theory and its application to field problems as well as lab experiences that produce a foundation for successful fieldwork. At least one chemistry and one physics course are recommended for the degree, as well as the completion of MATH 102 or higher.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Describe the fundamental materials of the Earth, inclusive of their origins and processes that manipulate them both within the Earth and upon Earth's surface.
2. Explain the various scales used to study life from cellular, to species, to community and ecosystem levels, describing the importance of such scales in understanding interrelationships among organisms and the physical world.
3. Solve basic mathematical problems involving algebraic and geometric evaluations.

- Describe qualities of atoms and molecules noting what makes them chemically reactive by stoichiometrically illustrating products and likely reactants.
- Spatially relate different aspects of Earth, depending on emphasis, such as rock and soil maps, weather and forecast maps or habitat maps, to provide an analysis of local to regional interactions.
- Compile a report on a field investigation that includes inventory, measured factors/qualities, graphics that support analysis of data, and interpretations supported by data and analysis.

Degree Core:

ESCI 1 The Active Earth (4)

Choose one of the following:

MATH 110 Essential Math (3)
 MATH 102 Intermediate Algebra (5)
 MATH 102X Intermediate Algebra with Support (7)
 MATH 2 Precalculus (6)
 MATH 3A Calculus 3A (4)
 MATH 6 Linear Algebra (3)
 MATH 14 Introduction to Statistics (4)
 MATH 14S Statistics with Support (6)
 CIS 2 Introduction to Computer Science (4)

Choose one of the following:

CHEM 1A General Chemistry (5)
 CHEM 1B General Chemistry (5)
 CHEM 2A Introduction to Chemistry (5)
 CHEM 2B Introduction to Organic and Biochemistry (5)

Degree Emphasis (Choose one of the following):**Emphasis in Geologic Technician:**

ESCI 2 Earth: The History of Our Planet (4)
 ESCI 10 Environmental Geology (4) **OR**
 ESCI 7 Introduction to the Geology of California (4) **OR**
 AGNR 50 Natural Resources Measurements (4)

Select one of the following:

ESCI 9 Earthquakes, Volcanoes and Other Geologic Hazards (3)
 AGNR 64 Watershed Management and Ecology (3)
 AGPS 24 Soils (3)
 AGPS 25 California Water (3)
 AGNR 1 Introduction to Natural Resources (3)
 GEOG 10 Introduction to Geographic Information Systems (3)

Select 3 units from the following:

AGNR 66A Watershed Restoration Practicum I (1) **AND**
 ANGR 66B Watershed Restoration Practicum II (1)

ESCI 32, 32L, 33, 34, 35, 35L, 36, 37, 37L, 38

GEOG 1A Physical Geography (3) **AND**
 GEOG 1AL Physical Geography Lab (1)

GEOG 2A Field Studies in Physical Geography (1)
 GEOG 25 GIS Projects (1)
 NHIS 65 Natural History of Northwest California (1)

NOTE: In addition to the courses above, there are specific Social Science and Multicultural GE courses that can further support this degree emphasis. See Earth Science Department faculty or a counselor.

Emphasis in Weather Technician:

ESCI 14 Meteorology (3)
 ESCI 14L Meteorology Laboratory (1)
 ESCI 15 Oceanography (4)
 GEOG 9 Map and Geospatial Principles (3) **OR**
 GEOG 10 Introduction to Geographic Information Systems (3)

Select 3 units from the following:

ESCI 18 Global Climate Change: Past, Present and Future (3)

GEOG 1A Physical Geography (3) **AND**
 GEOG 1AL Physical Geography Lab (1)

GEOG 2A Field Studies in Physical Geography (1)

GEOG 15 Introduction to Remote Sensing (3)
 GEOG 25 GIS Projects (1)
 GEOG 8 World Regional Geography (3)

NOTE: In addition to the courses above, there are specific Social Science courses that can further support this degree emphasis. See Earth Science Department faculty or a counselor.

Emphasis in Coastal Science Technician:

ESCI 15 Oceanography (4)
 ESCI 16 Coastal Marine Sciences (3)
 ESCI 16L Coastal Marine Sciences Laboratory (1)

AGNR 1 Introduction to Natural Resources (3) **OR**
 AGNR 64 Watershed Management and Ecology (3) **OR**
 GEOG 10 Intro to Geographic Information Systems (3) **OR**
 NHIS 15 Natural History of California (3)

Select 3 units from the following:

ESCI 37 The Northern California Coast (1.5)
 ESCI 37L Northern California Coast Lab and Field Studies (0.5)
 ESCI 38 The Point Reyes National Seashore (1.5)

GEOG 1A Physical Geography (3) **AND**
 GEOG 1AL Physical Geography Lab (1)

GEOG 2A Field Studies in Physical Geography (1)
 GEOG 25 GIS Projects (1)
 NHIS 65 Natural History of Northwest California (1)

NOTE: In addition to the courses above, there are specific Humanities and Social Science courses that can further support this degree emphasis. See Earth Science Department faculty or a counselor.

Oceanography and Marine Sciences

University Studies – 25 Unit Emphasis:

SC Program: AA.1498

Oceanography is a holistic science involving the intersection of all sciences, many applied sciences, technology and often engineering. The core courses in this degree present that diversity while fulfilling the base requirements for entry into a bachelor's program. Degree elective courses have the flexibility to explore oceanographic connections to the atmosphere (weather and climate), regional and global environmental quality, marine environment sciences including ethics, policy and natural resource management, marine biology, ecology, and archaeology, paleoceanography, and fisheries while introducing habitat sampling as supported by data collection techniques and technology. An interested student can forge a degree plan in preparation for transfer into any of these areas while gaining a general oceanography foundation that is typically required to move into a specialized program.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

- Explain the role of plate tectonics on ocean basin formation and destruction, inclusive of processes that operate at mid ocean ridges and deep sea trenches.
- Describe the chemical qualities of the marine environment (seawater) ranging from salinity and pH to available gases, noting the controls on such qualities as they span physical and biologic interactions.
- Illustrate and explain the origin of coastal landforms and how they define nearshore and shoreline habitats inclusive of currents, sediment transport and deposition, and tidal influences.
- Using environmental and taxonomic categorizations, classify different types of marine life with descriptive qualities of organisms and their habitats.
- Explain the role of the oceans on a planetary scale, starting with their role within the hydrosphere and as they interact with the geosphere, atmosphere and biosphere.
- Apply ecologic principles to marine environments, noting physical, chemical and biologic interactions that define a given ecosystem.

CORE COURSES:

ESCI 1	The Active Earth (4)
ESCI 15	Oceanography (4)
ESCI 16	Coastal Marine Sciences (3)
ESCI 16L	Coastal Marine Sciences Laboratory (1)
BIOL 1	Principles of Biology (4) OR
BIOL 12+12L	Field Biology (3) + Field Biology Laboratory (1) OR
BOT 1	General Botany (4) OR
ZOOL 1	General Zoology (4) OR
NHIS 5+5L	Natural History of the Neotropics (3) + Natural History of the Neotropics Laboratory (1) OR
NHIS 15+65	Natural History of California (3) + Natural History of Northwest California (1) OR
AGNR 60+61	Environmental Science (3) + Environmental Science Laboratory (1)

ELECTIVE COURSES (Choose at least 9 units from the following):

AGNR	1, 60, 61
AGPS	25
ARCH	4A, 5A
BIOL	1, 12, 12L
BOT	1
CHEM	1A, 1B, 2A
ESCI	2, 6, 7, 10, 14, 14L, 18, 37, 37L, 38
GEOG	9, 10, 15
NHIS	5, 5L, 15, 65
PHYS	2A, 2B
ZOOL	1

SPECIALIZATIONS for Marine Sciences Transfer:

In addition to the degree core, there are many specific GE course combinations in the Humanities and Social Sciences, as well as specific Science courses among the electives list above, that can support transfer into marine science specializations for the transfer student, including Oceanography, Coastal Marine Conservation, Marine Biology/Marine Ecology, Marine Resources Management/Fisheries, Marine Archaeology, Paleoceanography, and Ocean-Atmosphere interdisciplinary programs. See Earth Science Department faculty or a counselor.

ENGINEERING**Engineering****University Studies – 27-30 Unit Emphasis:****SC Program: AA.1494**

The emphasis in Engineering is designed to provide the lower division major courses to transfer to a university and earn a Bachelor's degree in the various fields of engineering. This includes Civil Engineering, Computer Engineering, Electrical Engineering, and Mechanical Engineering. See a counselor for the complete list of courses required for your engineering field and university – the requirements typically total many more than 26 units and the general education areas are usually modified (see option #3).

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Complete the following 21 units:

MATH 3A	Calculus (4)
MATH 3B	Calculus (5)
MATH 4A	Calculus (4)
PHYS 4A	Physics (Mechanics) (4)
PHYS 4B	Physics (Electricity and Magnetism) (4)

Choose 6-9 additional units:

CHEM 1A	General Chemistry (5)
CIS 61	C++ Language Programming (3)
ENGR 17	Circuits and Devices (4)
ENGR 35	Statics (3)
ENGR 45	Properties of Materials (4)
MATH 4B	Differential Equations (4)

PHYS 4C Physics (Heat, Waves, Optics and Modern Physics) (4)

General Education units are modified for this major.

FAMILY STUDIES**See Human Services****FIRE TECHNOLOGY****Emergency Medical Services Specialization****Noncredit Certificate:****SC Program: NCR.1004**

PROGRAM DESCRIPTION: EMS certification is required to work for an ambulance service or in an emergency department and may be required for lifeguards, ski patrol, and fire fighters. The EMS provides the care necessary to preserve life and to prevent disability among the acutely ill and the seriously injured, to assist and communicate with other healthcare providers with a higher scope of practice.

The EMS must have basic knowledge of anatomy and physiology, medical terminology, and sterile techniques. The course of study emphasizes treating traumatic injuries and medical emergencies, as well as treating minor disorders and emotional problems. Specialized areas include obstetrical and pediatric emergencies and extricating entrapped persons. Special emphasis is placed on proper patient moving techniques and transport to definitive and appropriate medical care.

Successful completion of the EMS course qualifies the student to sit for the National Registry of Emergency Medical Technicians' certifying examination, and therefore obtain EMS certification in any California County.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. The student will be able to perform as a competent, entry level EMT in accordance with Title 22, providing life saving care during emergent and non-emergent incidents that involve victims of illness or injury.
2. The student will be eligible to take the National Registry EMT written exam for national certification.

REQUIRED NONCREDIT COURSES:

FAID 332	Emergency Medical Responder (EMR)	0
FAID 375	Emergency Medical Technician 1 Basic	0

EMS – Emergency Medical Response**General Studies – 20.5 Unit Emphasis:****SC Program: AS.1508**

This degree is directed at students who will be working as Emergency Medical Technicians. Additionally, this degree could be used as a general preparation program for those students who will be attending a Paramedic certification program.

PROGRAM LEARNING OUTCOMES:

For General Studies Degree Learning Outcomes, see page 35.

Complete the following courses:

FAID 75	Emergency Medical Technician 1 Basic (7)
FAID 133	Certification CPR for the Professional Rescuer (0.5)

Choose at least 13 units from the list below:

ANAT 1	Human Anatomy (5)
BIOL 5	Introduction to Human Biology (3)
BIOL 6	Introduction to Human Biology Laboratory (1)
FAID 132	Emergency Medical Responder (EMR) (2)
FIRS 120	Incident Command System ICS-200 (1)
MICR 1	Microbiology (5)
NUTR 25	Nutrition (3)
PHY 1	Physiology (5)

Firefighter I

Certificate:

SC Program: CT.3444

PROGRAM DESCRIPTION: Firefighter 1 includes everything necessary to learn the essential skills, obtain the required knowledge and abilities to perform at the entry level in a volunteer or paid fire department as a firefighter in the State of California. This Academy adheres to the curriculum as required by the California State Fire Marshal's Office (CAL-FIRE) for certification by their office as a "Certified Firefighter 1". Certification is obtained only after successful completion of the Firefighter 1 Academy, and a minimum of six months full time employment with an organized, paid fire department, or twelve months of part time employment with an organized volunteer fire department. Upon successful completion of the Academy and the required work time, the Chief of the department in which the student works verifies successful work completion and the student makes application for their California State Firefighter 1 Certificate.

The Firefighter 1 Academy is an intense program including rigorous physical conditioning, English designed for firefighters as well as classroom and field training with the same tools and appliances used by the fire service. During the later portion of the academy students earn a State Fire Marshal Certificate for "Fire Control Three" as part of their Live Fire Training. The course also includes Emergency Medical Responder in which the students earn certification from the California Emergency Medical Authority.

Note: No college in California certifies individuals as Firefighter 1 or Firefighter 2. All certifications are issued by the California State Fire Marshal. This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Demonstrate the basic knowledge, skills and abilities to safely perform the tasks required to become an entry level firefighter.

CERTIFICATE REQUIREMENTS:

FIRS 104	Fire Fighter 1 Academy	21
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TOTAL UNITS FOR CERTIFICATE	21
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Students wishing to apply for California State Fire Marshal's Office Firefighter I or II certification must meet the following criteria:

- Complete the required coursework as outlined by the State Fire Marshal's Office.
- Work a minimum of either six months as a paid full-time firefighter or 12 months as a volunteer.
- A recommendation and signature on appropriate form from the Fire Chief of the department that a student works for or volunteers at is a mandatory requirement.

Note: No college in California certifies individuals as Firefighter 1 or Firefighter 2. All certifications are approved by the California State Fire Marshal's Office.

Firefighter II

Certificate:

SC Program: CT.3445

PROGRAM DESCRIPTION: The Firefighter 2 certification entails advanced knowledge, skills and abilities gained only after the completion of the Firefighter 1 Academy and the required employment interval with an organized volunteer or paid fire department in the state of California. These advanced skills, knowledge and abilities are presented during the Firefighter 2 academy at Shasta College. The successful completion of this Firefighter 2 academy allows the student to operate at a "journeyman level" as a firefighter.

Note: No college in California certifies individuals as Firefighter 1, or Firefighter 2. All certifications are issued by the California State Fire Marshal.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Demonstrate advanced knowledge, skills and abilities to safely perform the tasks required to become an advanced firefighter.

CERTIFICATE REQUIREMENTS:

FIRS 104	Fire Fighter 1 Academy	21
FIRS 108	Fire Fighter 2	4

TOTAL UNITS FOR CERTIFICATE	25
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Students wishing to apply for California State Fire Marshal's Office Firefighter I or II certification must meet the following criteria:

- Complete the required coursework as outlined by the State Fire Marshal's Office.
- Work a minimum of either six months as a paid full-time firefighter or 12 months as a volunteer.
- A recommendation and signature on appropriate form from the Fire Chief of the department that a student works for or volunteers at is a mandatory requirement.

Note: No college in California certifies individuals as Firefighter 1 or Firefighter 2. All certifications are approved by the California State Fire Marshal's Office.

Fire Technology

Associate in Science:

SC Program: AS.1240

PROGRAM DESCRIPTION: The Fire Technology curriculum is planned to serve both as an in-service program and as a pre-employment two-year program for community college students aspiring to enter the field of firefighting. Fire Technology majors may be required to fulfill a tour of duty at a local fire station. The suggested course sequence has been supplied to the Counseling Division by the Instructional Division. Students are urged to use this outline along with the Shasta College catalog. Particular attention should be paid to course prerequisites and to whether a class is taught Fall or Spring semester or both. Courses listed may be offered either spring or fall semesters, or at the discretion of the division.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Possess the necessary skills, knowledge and abilities to enter the fire service or to increase skills, knowledge and abilities for those already employed as a firefighter.

DEGREE REQUIREMENTS:**CORE COURSES:**

FIRS 70	Fire Protection Organization	3
FIRS 71	Fire Behavior and Combustion	3
FIRS 72	Fire Prevention Technology	3
FIRS 74	Fire Protection Equipment and Systems	3
FIRS 79	Fundamentals of Personal Fire Safety	3
FIRS 86	Building Construction for Fire Protection	3

ELECTIVES (Choose 21 units from the following):

Fire Fighter 1 Academy:

FIRS 104

Structure Fire Fighter Classes:

FIRS 108, 137, 138, 151, 152, 153, 154

Rescue Classes:

FIRS 145, 147, 148, 149

Engine Operation Classes:

FIRS 105, 106, 116

Wildland Fire Suppression Classes:

FIRS 118
FTWO 111, 112, 116, 117, 118, 121, 122, 125, 130, 136

Wildland Fire Behavior Classes:

FTWO 113, 132, 144

Company Officer Classes:

FIRS 109, 182, 183, 186, 187

Incident Command Classes:

FIRS 120, 135, 136
FTWO 114, 133, 135, 137, 153, 156
FTWP 115

Fire Investigation/Prevention Classes:

FIRS 189, 191, 192
FTWP 108, 111, 114

Fire Instructor Classes:

FIRS 193, 194
FTWO 158

Leadership Classes:

FIRS 102, 165, 166
FTWO 115

Prescribed Fire Classes:

FTWP 109, 110, 126

Planning and Logistics:

FTWL 110, 132, 134
FTWO 128

Emergency Medical Services Classes:

FAID 75, 130, 132, 133

*May be used to fulfill General Education requirements.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:	
Major	39
Additional General Education	21
General Electives	0
Degree Total	60*

*Note: Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Fire Technology – Wildland Firefighter I Academy

Certificate:

SC Program: CL.3434

PROGRAM DESCRIPTION: Students completing this certificate will have the basic firefighting training as required by the U.S. Forest Service and California Department of Forestry for seasonal or permanent employment in fire fighting. This Academy provides the students with all the required knowledge, skills and abilities as required and dictated by the United States Forest Service (USFS) and the California Department of Forestry and Fire Protection (CDF or Cal-Fire) for a certificate required by those two wildland fire agencies for seasonal wildland firefighter employment. The focus of this academy is wildland fire control and safety in the wildland fire environment. Students who successfully complete this academy obtain the very basic skills, knowledge, and abilities to perform at the entry level as a wild land firefighter. More advanced wild land courses are contained in the Shasta College Course Catalog. Both the State and Federal wildland Fire Agencies provide their own more advance training once employment is obtained. Note; Successful completion of the Wildland Firefighter 1 Academy does not assure employment with the USFS or CAL-FIRE.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Demonstrate the basic knowledge, skills and abilities to safely perform the tasks required by the United States Forest Service and the California Department of Forestry and Fire Protection (CAL Fire) as an entry level wildland firefighter.

CERTIFICATE REQUIREMENTS:

FIRS 73 Wildland Firefighter I Academy 6

TOTAL UNITS FOR CERTIFICATE 6

FOUNDATIONAL SKILLS

English as a Second Language Certificate of Completion

Noncredit Certificate:

SC Program: NCR.1001

PROGRAM DESCRIPTION: This certificate of completion is comprised of six noncredit courses that range from ESL beginning to advanced. These noncredit courses generally serve our immigrant population who seek language skills for employment and daily living. Instruction follows a communication-based approach to language learning. The last level in this sequence, ESL 336, acts as a transition course for students who want to pursue academic studies.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Meet three of the four course level student learning outcomes for the highest level course in the Program, ESL 236 or ESL 336.

REQUIRED NONCREDIT COURSES:

ESL 331	Beginning Low	0
ESL 332	Beginning High	0

ESL 333	Intermediate	0
ESL 334	Intermediate High	0
ESL 336	Advanced	0

HEALTH SCIENCES

Allied Health

University Studies – 20 Unit Emphasis

SC Program: AA.1511

The emphasis in Allied Health is designed to provide the lower division major courses to transfer to a university and earn a Bachelor's degree in Nursing or in other allied health fields.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Complete the following:

ANAT 1	Human Anatomy (5)
CHEM 2A	Introduction to Chemistry (5)
MICR 1	Microbiology (5)
PHY 1	Physiology (5)

Dental Hygiene

Associate in Science:

SC Program: AS.1173

PROGRAM DESCRIPTION: The Dental Hygiene Program is designed to prepare students to enter the workforce with the skills required to fulfill the duties of the dental hygienist as outlined by the state and national regulatory and accrediting bodies of the dental hygiene profession. The goal is to graduate dental hygienists who have specific knowledge of the dental hygiene profession and dental hygiene process of care, utilize a sophisticated level of thinking ability, and have the positive character traits (responsibility, professionalism, discipline, critical thinking, and initiative) necessary to succeed within their scope of practice.

All courses in the program will employ an integrated teaching strategy that will include development of critical thinking and clinical skills requiring competence in oral and written English communication, and competence in applied math for problem solving. In addition, all courses will provide a broad understanding of all aspects of the dental hygiene and dental professions. The program will be articulated with various transfer institutions so that those students who choose to transfer for further study may do so.

Students who graduate from the dental hygiene program will be eligible to take the national and state examinations to pursue licensure as a dental hygienist with certification in soft tissue curettage, local anesthesia, nitrous oxide/oxygen sedation, application of pit and fissure sealants, and radiation safety.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

1. Ninety-five percent of those students who are eligible to sit for the Mock National Board Dental Hygiene Examination will pass their examination on the first attempt.
2. Upon completion and passing the mock NBDHE examination, ninety percent of those students who sit for the mock State Board Exam will pass their examination on the first attempt.

REQUIREMENTS FOR ENROLLMENT INTO THE PROGRAM:

Space in the program is limited. A new class is enrolled every fall semester. In order to be eligible for enrollment, students must file an enrollment packet with the Admissions office during a [designated enrollment period](#). All qualified applicants are offered enrollment on a

space-available basis in the order of their application ranking. Final selection of qualified applicants is competitive. Specific information is available in the [Selection Criteria tab](#) on the website.

Students must meet all the following requirements for application:

1. Students must have a high school diploma or its equivalent.
2. The "Prerequisite Science" courses listed below must be completed with a grade of C or higher in each course and a minimum science 2.5 GPA.
3. Students must complete the remaining general "PREREQUISITE" courses listed below must be completed with an overall minimum of 2.5 GPA.
4. Prerequisites must be completed upon application. No in-progress courses will be accepted.
5. Completion Intermediate Algebra Competency in Mathematics.
6. Spring 2020 applicants must have completed ASGE requirements prior to application to the Shasta College Dental Hygiene program.

PREREQUISITE COURSES:

ANAT 1*	Anatomy	5
PHY 1*	Physiology (with Lab)	5
MICR 1*	Microbiology	5
ENGL 1A*	College Composition	4
CHEM 2A*	Introduction to Chemistry	5
CHEM 2B*	Introduction to Organic and Biochemistry	5
SOC 1*	Introduction to Sociology	3
PSYC 1A*	General Psychology	3
**CMST 54*	Small Group Communication OR	3
**CMST 60*	Public Speaking	3
NUTR 25*	Nutrition	3

*May be used to fulfill General Education requirements.

** OR CMST 10 if completed with a grade of C or higher during or prior to Spring 2014.

TOTAL PREREQUISITE UNITS

41

GRADUATION REQUIREMENTS:

Students must graduate from the Dental Hygiene Program to be eligible to take the state licensing examination.

Students must complete the following additional requirements for graduation before applying to the dental hygiene program:

- Completion of the Humanities requirement.
- Completion of the multi-cultural awareness requirement.
- Completion of computer literacy.
- Completion of Intermediate Algebra Competency in Mathematics.

HEALTH & SAFETY CLINICAL CLEARANCE:

Upon acceptance for enrollment, students must meet additional clinical requirements. All students participating in clinical experiences must submit proof of immunity of specific immunizations or serum titers, cleared criminal background check, negative drug screen, current physical examination and negative TB screening, and provide current valid Basic Life Support-Health Care Provider card (CPR) which includes adult, child & infant resuscitation with two person rescue and AED training). Students are financially responsible for meeting these requirements according to established program process. Specific information is available on the Health and Safety Requirements tab on the website or students may call the Division Office (530-339-3600).

DEGREE REQUIREMENTS:

Students must be enrolled in the Dental Hygiene Program in order to take the courses listed below. Students must show competence in all semester courses (with a grade of C or better) in order to progress through the curriculum. A failing grade in any theory or clinical course within a semester will require withdrawal or result in failure from the program.

CORE COURSES:

DNTL 10	Oral Biology	3
DNTL 11	Oral Radiology	3

DNTL 12	Head and Neck Anatomy	2
DNTL 13	Dental Health Education/Seminar	2
DNTL 14	Introduction to Clinic	4
DNTL 20	Local Anesthesia and Nitrous Oxide	2
DNTL 21	General and Oral Pathology	4
DNTL 23	Patient Management and Geriatrics	2
DNTL 24	Clinical Practice I	4
DNTL 25	Clinic I Seminar	2
DNTL 26	Nutrition in Dentistry	1
DNTL 30	Periodontology I	3
DNTL 31	Pharmacology	2
DNTL 32	Dental Materials	2
DNTL 33	Advanced Clinical Topics	2
DNTL 34	Clinical Practice II	4
DNTL 35	Clinic II Seminar	1
DNTL 40	Periodontology II	1
DNTL 41	Practice and Financial Management	1
DNTL 42	Clinic III Seminar	2
DNTL 43	Clinical Practice III	4
DNTL 44	Community Oral Health	3
DNTL 45	Ethics and Jurisprudence	2

TOTAL MAJOR UNITS:	56
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*May be used to fulfill General Education requirements.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:	
Major	97
Additional General Education	6
General Electives	0
Degree Total	103*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Health

General Studies – 18 Unit Emphasis

SC Program: AS.1499

The Health emphasis allows students to explore health-related topics such as nutrition, physical fitness, substance abuse, wellness, and medical-related areas in medical terminology, first aid, EMT training. Students who have completed LVN, CNA, or MA certificate programs can use this emphasis to complete an associate degree.

PROGRAM LEARNING OUTCOMES:

For General Studies Degree Learning Outcomes, see page 35.

Choose 18 units from at least two areas*:

ALH	94, 101, 102, 103, 104, 107
DAN (activity)*	15, 20A, 20B, 20C, 20D, 30A, 30B, 30C, 30D, 40A, 40B, 40C, 40D
ETHS	11
FAID	75, 130, 132, 133, 178
HLTH	1, 2, 3, 4, 6, 7
HEOC	10, 11, 102, 130, 131
KINES	1, 2
NUTR	25
PE	4, 7, 8, 35
PE (activity)*	11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, 75
PEAT (activity)*	5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29
VOCN	160, 161, 162

*Limit of 6 units from Dance, PE activity, and Athletics courses combined.

Health Information Management

Bachelor of Science:

SC Program: BS.5001

PROGRAM DESCRIPTION: The Health Information Management Program consists of educational courses in the third and fourth year at the upper division level designed to prepare students to work in management-level positions in a variety of healthcare settings. Health Information Management (HIM) is the practice of acquiring, analyzing, and protecting digital and traditional medical information vital to providing quality patient care. HIM professionals are highly trained in the latest information management technology applications and understand the workflow in any healthcare provider organization from large hospital systems to the private physician practice. They are vital to the daily operations management of health information and electronic health records.

Graduates of the baccalaureate program will receive a Bachelor of Science Degree in Health Information Management and upon program CAHIIM accreditation will be eligible to apply to take the national examination for certification as a Registered Health Information Administrator (RHIA).

This baccalaureate degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Qualify for national certification as a Registered Health Information Administrator (RHIA) by achieving a passing score on the AHIMA certification exam.
2. Integrate knowledge of medical, administrative, ethical and legal requirements and standards related to healthcare delivery and protecting patient information as evidenced by successful completion of course competencies and assignments.
3. Apply the principles of health information management related to administering computer information systems, collecting and analyzing patient data, and using classification systems and medical terminologies as evidenced by successful completion of course competencies and assignments.
4. Demonstrate the concepts of effective communication to effectively interact with all healthcare organization levels that utilize patient data in decision-making and operations – clinical, financial, administrative and information systems – as evidenced by successful completion of course competencies and assignments.

REQUIREMENTS FOR ENROLLMENT IN THE PROGRAM:

Students can enter the health information management bachelor degree program through the following pathways:

1. Entering as a Freshman (1st year): Designed for students admitted to the Health Information Technology two-year associate degree program who are interested in continuing to earn a bachelor's degree in Health Information Management. Students in this track will enter as freshmen.
2. Entering as a Sophomore (2nd year): Designed for students with previous AS/BS degree in fields other than health information. This track allows students to complete the major requirements (HIT courses) in 1 year.
3. Entering as a Junior (3rd year): Designed for students who graduated with an Associate in Science degree in Health Information Technology from a regionally accredited institution.

Students who did not follow the CSU or IGETC general education pattern for the associate degree applying for tracks 2 and 3 may need to take additional lower-division general education courses to meet prerequisites for the core HIM courses.

Applicants must submit a Health Information Management Program Application packet via email to HIMapplication@shastacollege.edu. The application packet information consists of the following:

1. Health Information Management Program Application Form
2. Unofficial copy of transcripts from all previous college work
3. One-page Statement of Interest

As enrollment spaces are determined, applicants scheduled for enrollment will receive an Enrollment Invitation email. The email will provide instructions for responding to the invitation by an established deadline. Those who have accepted the invitation to enroll will be sent information on how to register for courses. If the applicant is not able to attend when offered enrollment, they will be removed from the applicant pool and the applicant will need to reapply to be considered for a subsequent class. Students who are not selected for the cohort have the option of re-applying during a subsequent semester.

STUDENT FEES:

California residents enrolled in upper division community college coursework will pay \$130 per unit. Students will also have to complete and pay for a physical exam, TB skin test, required immunizations, a background check/drug screening, and any additional clinic-specific requirements necessary to begin the clinical experience.

HEALTH AND SAFETY CLINICAL CLEARANCE:

All students participating in clinical experiences must submit proof of immunity through immunizations or serum titers, cleared criminal background check, negative drug screen, current physical examination and negative TB screening. Students are financially responsible for meeting these requirements according to the established program process. Specific information is available on the Health and Safety Requirements tab on the website or students may call the Division Office (530-339-3600).

DEGREE REQUIREMENTS:**SEMESTER ONE:**

HIMS 405	Fundamentals of Health Information Mgmt	4
HIMS 408*	Ethics in Healthcare Administration	3
HIMS 410	Healthcare Informatics	4
ENGL 401*	Advanced Professional Writing	3

SEMESTER TWO:

HIMS 415	Healthcare Analytics	4
HIMS 418	Legal Concepts & Compliance in Healthcare	4
HIMS 420	Principles of Finance for Health Info Mgmt	3
PSYC 401*	Industrial-Organizational Psychology	3

SEMESTER THREE:

HIMS 401	Electronic Health Records	4
HIMS 425	Revenue Cycle Management	3
HIMS 430	Human Resource Management in Healthcare	4
HIMS 435	Project Management in Healthcare	3

SEMESTER FOUR:

HIMS 440	Strategic Mgmt for Healthcare Professionals	4
HIMS 445	Healthcare Info Systems Analysis & Design	4
HIMS 455A	Applied Research Project in Health Info Mgmt	3
HIMS 455B	Advanced Professional Practice Experience	1

*Used to fulfill Upper Division General Education requirements.

BACHELOR OF SCIENCE DEGREE REQUIREMENTS:

Health Information Technology AS Degree	75-77
(includes 37-39 units of Lower Division General Education)	
Upper Division Major Core	45
Upper Division General Education	9
Degree Total	129-131

Health Information Technology**Associate in Science:****SC Program: AS.1600**

PROGRAM DESCRIPTION: The Associate of Science in Health Information Technology program prepares students for a career working with health information in a variety of healthcare settings in diverse roles. Health Information Technology professionals perform the essential functions of acquiring, analyzing, maintaining and securing health information vital to providing quality patient care. Health Information Technology graduates are employed in hospitals, clinics, physician's offices, ambulatory care facilities, long term care facilities, home health agencies, consulting firms, and any organization that uses patient data

or health information, such as pharmaceutical companies, law and insurance firms, and health product vendors. Upon program accreditation, graduates will be eligible to apply for writing the national examination for certification as a Registered Health Information Technician (RHIT). The Health Information Technology program is designed to prepare students for entry into Shasta College's Health Information Management Baccalaureate Degree program.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Apply the knowledge and skills needed to perform HIM Associate Degree entry-level competencies as defined by the American Health Information Management Association's (AHIMA) Council for Excellence in Education (CEE).
2. Apply the knowledge and skills needed to successfully pass the national Registered Health Information Technician (RHIT) exam.
3. Compete in the job market in the field of health information technology or enroll in an advanced degree program.
4. Demonstrate the ability to work effectively as an individual and collaboratively in a group to resolve health information challenges in a changing healthcare environment.

HEALTH AND SAFETY CLINICAL CLEARANCE:

All students participating in clinical experiences must submit proof of immunity through immunizations or serum titers, cleared criminal background check, negative drug screen, current physical examination and negative TB screening. Students are financially responsible for meeting these requirements according to the established program process. Specific information is available on the Health and Safety Requirements tab on the website or students may call the Division Office (530-339-3600).

STUDENT FEES:

Fees students may incur aside from the ordinary course enrollment fees:

1. Textbooks/Virtual Lab software access fee
2. Transportation cost to/from professional practice site (HIT 60)
3. Background check fee and required immunizations cost for student's professional practice experience (HIT 60)

DEGREE REQUIREMENTS:

In addition to the required 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate of Science in Health Information Technology Degree. Students must also obtain a minimum grade point average of 2.0 with a grade of C or higher in all courses required for the major. A "P" (Pass) grade is not an acceptable grade for courses in this major.

CORE COURSES:

HEOC 11	Medical Terminology	3
BIOL 5*	Introduction to Human Biology	3
HIT 7	Introduction to Human Disease Process	3
HIT 10	Introduction to Health Information	3
HIT 11	Computer Info Systems for Health Info Tech	2
HIT 15	Legal Aspects of Healthcare	3
HIT 20	Hospital and Health Statistics	3
HIT 25	Health Information in Alternative Setting	2
HIT 30	Basic Pharmacology	1
HIT 35	CPT Coding	3
HIT 40	ICD Diagnostic Coding	3
HIT 42	Principles of Leadership	2
HIT 45	ICD Procedure Coding	2
HIT 50	Healthcare Reimbursement	2
HIT 55	Healthcare Quality Management	3
HIT 60	Professional Practice Experience	3

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	41
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Additional General Education	34-36
General Electives	<u>0</u>
Degree Total	75-77*

*Note: Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Medical Assisting

Certificate:

SC Program: CT.3452

PROGRAM DESCRIPTION: The Medical Assisting Program prepares the student with the knowledge, skills, and distinctive qualities necessary for the medical assisting profession. The medical assistant possesses a broad scope of skills which make them ideal allied health professionals in the ambulatory care setting. During this program, students will learn vitals, EKG, venipuncture, injections and pharmacology, assisting in minor office surgery, waived testing, patient advocacy and education, medical terminology, basic anatomy, physiology, and microbiology, as well as medical office administrative tasks. Such versatility affords graduates the opportunity to find employment in clinics, urgent-care facilities, primary care and specialty physician offices, including podiatry, chiropractic, and optometry. Medical assistants have also found employment in medical laboratories, surgical centers, electrocardiography departments in hospitals, government agencies, and educational institutions. Core coursework can be completed in two semesters, followed by a 5-6 week externship (180 hours). A Certificate of Achievement may be earned by completing all courses with a grade of "C" or better and passing externship (ALH 94). The medical assisting profession is highly diversified, and the work is challenging and personally rewarding.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Apply the knowledge and skills needed to perform entry-level competencies in clinical and administrative medical assisting as outlined by the American Association of Medical Assistants (AAMA).
2. Apply the knowledge and skills necessary to successfully pass the certification exam through NHA, NCCT, or CCBMA.
3. Apply knowledge, skills, and professionalism necessary to compete in the job market.
4. Demonstrate the ability to work effectively as an individual and collaboratively as a team member to resolve challenges in a changing healthcare environment.

STUDENT SELECTION AND FEES

Space in the program is limited. In order to be eligible for enrollment, students must satisfy the prerequisites listed and file a program enrollment packet with the Admissions Office during designated enrollment periods. Students are enrolled on a first come first serve basis until classes are full.

To begin the program, the student must:

- Complete the Admission Application for Shasta College or be an active Shasta College student.
- Submit completed Medical Assisting Application Packet and meet all Clinical Safety Requirements
- Enroll in courses following the recommended sequence of courses for the Medical Assisting Program.

Additional fees include:

- Textbooks
- Transportation costs related to externship (ALH 94)
- Immunizations

- Scrubs, athletic shoes, stethoscope
- Certification fees

CERTIFICATE REQUIREMENTS:

ALH 101	Medical Assisting Core	4.5
ALH 101L	Medical Assisting Core Lab	1.5
ALH 103	Clinical Medical Assisting I	4.5
ALH 103L	Clinical Medical Assisting I Lab	1.5
ALH 104	Clinical Medical Assisting II	4.5
ALH 104L	Clinical Medical Assisting II Lab	1.5
ALH 110	Medical Assisting Clinical Practicum	3
HEOC 11	Medical Terminology	3

TOTAL UNITS FOR CERTIFICATE:	24
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Medical Scribe Specialist

Certificate:

SC Program: CL.3455

PROGRAM DESCRIPTION: This program is designed to train the individual to be a medical scribe specialist. Students will learn the fundamentals of the career, including medical terminology, basic anatomy and physiology, electronic health records, medico-legal rules and regulations, including HIPAA, and the essentials of medical billing and coding. Using both theory and clinical based learning, the program meets the training requirements for medical scribe as set forth by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The skills and knowledge of a medical scribe may be applied in ambulatory care clinics, surgical centers, hospital settings, emergency departments, and other health care environments.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office, therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Apply the knowledge and skills needed to perform entry-level competencies as a medical scribe specialist.
2. Demonstrate the ability to work effectively as an individual and collaboratively as a team member to resolve challenges in a changing healthcare environment.

PROGRAM REQUIREMENTS AND COURSE SEQUENCE:

Students must complete the 5 courses listed below for a total of 10.5 units in order to earn the Medical Scribe Specialist Certificate of Achievement. Although not required, HIT 11 is recommended. Students must obtain a minimum GPA of 2.0 with a grade of "C" or higher in ALL courses required of the program. ALH 105B coursework must be completed in order to participate in HEOC 94. Students must be prepared to complete HEOC 94 immediately following the completion of ALH 105B, or as placement allows. Externship (HEOC 94) scheduling commitments generally follow standard business hours Monday through Friday, 8am to 5pm. In order to progress through the medical scribe courses, students must demonstrate competency in both the theory and clinical components. Failing or withdrawing from ALH 105A will require withdrawal from ALH 105B.

Space in the program is limited. In order to be eligible for enrollment, students must satisfy the prerequisite listed and file a program enrollment packet with the Health Sciences Division during designated enrollment periods. Students are enrolled on a first come first served basis until classes are full. Clinical and Safety requirements must be met as outlined on the Health Sciences Division web page. Students must also complete a background check and drug test as part of the application process. For additional information please consult the HSUP web page or call (530) 339-3600.

PREREQUISITE:

A 5 minute professional typing certificate reflecting a typing speed of 55 wpm with 98% accuracy.

RECOMMENDED COURSES:

HIT 11	Computer Info Systems for Health Info Tech	2
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CORE COURSES:

ALH 105A	Medical Scribe Theory	3
ALH 105B	Medical Scribe Lab	1.5
HEOC 11	Medical Terminology	3
HEOC 94	Health Occupations Worksite Learning	2
HIT 30	Basic Pharmacology	1

TOTAL UNITS FOR CERTIFICATE:	10.5
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Nurse Aide/Home Health Aide

Certificate:

SC Program: CL.3300

PROGRAM DESCRIPTION: These courses are designed to prepare students to perform the basic nursing skills required in acute hospitals, long-term care facilities, and home health care agencies. Special emphasis is placed on health care provisions and modifications in community health care settings.

The courses are to be completed in sequence and are approved by the State Department of Health Services.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion from Shasta College. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOME:

Upon successful completion of this certificate:

1. 90% of students taking the end of program comprehensive written and skills predictor examination will demonstrate competency by a written score of 75% or higher and demonstrate competency on at least three of five randomly selected skills consistent with state certification testing competencies.

REQUIREMENTS FOR ENROLLMENT INTO THE PROGRAM

Students, at their expense, are required to meet all health and safety clinical requirements prior to entering the Nurse Aide/Home Health Aide courses. Students must meet established physical criteria to participate in the clinical area. See program web page (shastacollege.edu/HSUP/cnaha) for specific information.

CERTIFICATE REQUIREMENTS:

HEOC 130	Nurse Assistant	5.5
HEOC 131	Home Health Aide	1.5

TOTAL UNITS FOR CERTIFICATE:	7
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Nursing – Associate Degree Nursing

Associate in Science:

SC Program: AS.1380

PROGRAM DESCRIPTION: The educational objective of the Associate in Science Degree Nursing program is to prepare the student who, upon graduation and successful completion of the NCLEX-RN, will be able to function within the scope of nursing as defined by the State of California Nursing Practice Act. Students must meet established physical criteria to participate in the clinical area.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Synthesize principles of holistic nursing practice to provide evidence based care to clients and their families throughout the lifespan.
2. Integrate principles of critical thinking and the nursing process to enhance care delivery, and protect clients and healthcare staff.
3. Apply evidence based concepts of nursing practice to provide care and comfort, promote health and wellness, manage health care alterations, and reduce risk potential across the healthcare continuum for clients and their families.
4. Incorporate the concepts of therapeutic communication and evidence based nursing care to promote and support the emotional, mental, and social well-being of clients, families and the community.

GRADUATION REQUIREMENTS:

1. Completion of the humanities requirement.
2. Completion of competency in math (see Area 4C or meet with a counselor).
3. Completion of the multicultural requirement.

REQUIREMENTS FOR ENROLLMENT IN THE PROGRAM:

Space in the program is limited. A new class is enrolled every semester. In order to be eligible for enrollment, students must satisfy the prerequisites listed below and file a multi-criteria enrollment packet with the Health Sciences Division Office during designated enrollment periods each June.

Applicants found eligible are ranked following the multi-criteria selection process guidelines. Sixty (60) applicants will be chosen from this process for enrollment; thirty (30) for the fall semester and thirty (30) for the following spring semester. For specific information, please see the Application Process tab on the Associate Degree Nursing website or call the division office at (530) 339-3600.

Students must meet all of the following requirements for application:

1. Students filing enrollment packets must have a high school diploma or equivalent.
2. The "Prerequisite Science" courses listed below must be completed with a grade of C or higher in each course and a minimum science GPA of 2.5.
3. Prerequisites must be completed upon application. No in-progress courses will be accepted.

PREREQUISITE COURSES:

Science Prerequisite courses must be completed with a grade of "C" or better in each course, and a minimum science GPA of 2.5. All science prerequisite must have a lab component.

ANAT 1*	Anatomy	5
MICR 1*	Microbiology	5
PHY 1*	Physiology (with lab)	5

General Education Prerequisite courses must be completed with a grade of "C" or better in each course.

ENGL 1A*	College Composition	4
PSYC 1A*	General Psychology	3

ANTH 2*	Cultural Anthropology OR	3
SOC 1*	Introduction to Sociology	

CMST 54*	Small Group Communication OR	3
CMST 60*	Public Speaking	

* May be used to fulfill General Education Requirements. See a counselor.

Note: CMST 10 (Interpersonal Communication) will be accepted in place of CMST 54 or CMST 60 only if completed with a grade of C or higher during or prior to Spring 2014.

PSYC 14 (Psychology of Personal/Social Adjustment) will be accepted in place of PSYC 1A only if completed with a grade of C or higher prior to Fall 2017.

SOC 2 (Social Problems) will be accepted in place of SOC 1 only if completed with a grade of C or higher prior to Fall 2017.

TOTAL PREREQUISITE UNITS 28**DEGREE REQUIREMENTS:**

Students must be enrolled in the ADN Program in order to take the courses listed below. Students must show competence in both clinical and theory components (with a grade of C or better) in order to progress through the curriculum. A failing clinical grade in either theory or clinical will require withdrawal or result in failure of the program.

CORE COURSES:

REGN 15	Health and Illness I	6.5
REGN 15P	Professional Nursing Practicum I	5.5
REGN 25	Health and Illness II	6.5
REGN 25P	Professional Nursing Practicum II	5.5
REGN 35	Health and Illness III	3.5
REGN 35P	Professional Nursing Practicum III	2.5
REGN 36	Maternal-Child and Pediatric Nursing	3.5
REGN 36P	Professional Nursing Practicum: Maternal-Child and Pediatric Care	2.5
REGN 48	Health and Illness IV: Community, Mental Health, and Medical-Surgical Nursing	6
REGN 48P	Professional Nursing Practicum IV: Community, Mental Health, and Medical-Surgical Nursing	6

TOTAL UNITS FOR CORE: 48**ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:**

Major	76
Additional General Education	6
General Electives	0
Degree Total	82*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

The enrollment process for LVNs desiring to transition to RN, students with Armed Services experience, or students transferring from another program differs from the above requirements. For pertinent information, see the Advanced Placement tab on the website or contact the Division at (530) 339-3600.

ENROLLMENT CRITERIA FOR THE 30-UNIT OPTION – NON DEGREE – LVN-RN PROGRAM:

Licensed Vocational Nurses (LVN) may elect to pursue the non-degree (30-Unit) option under the BRN regulation AB1429 by completing Physiology, Microbiology, REGN 35X, REGN 35PX, REGN 48X, and REGN 48PX. The 3-unit LVN-to-RN transition course, a prerequisite course for admission into the third semester of the ADN/RN program, must also be completed, but does not meet the requirements for an associate degree in nursing. Students must see nursing program director if considering this option.

Nursing – Vocational Nursing**Certificate:**

SC Program: CT.3265

PROGRAM DESCRIPTION: This curriculum is designed to prepare selected individuals to provide nursing care requiring technical-manual skills under the supervision of a Registered Nurse or physician. Upon successful completion of the program, a student receives a Certificate of Completion and is eligible to take the NCLEX-PN for licensure as a Vocational Nurse. Students who have had previous education and experience in nursing will be given the opportunity to receive credit toward completion of the program.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed

requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate:

- 90% of those students who are eligible to sit for the National Council Licensing Examination for Vocational Nurses (NCLEX-PN) will pass the examination within the first six months of the first attempt.

REQUIREMENTS FOR ENROLLMENT INTO THE PROGRAM:

Space in the program is limited. A new class is enrolled every three semesters. In order to be eligible for enrollment, students must satisfy the prerequisites listed below and file an enrollment packet with the Admissions Office during **designated enrollment periods in each semester**. All qualified applicants are placed on a waiting list and enrolled on a space available basis in the order of their accepted application date. Specific information is available in the **Enrollment Process tab** on our website. Students must meet all of the following requirements for application:

- Students must have a high school diploma or equivalent.
- Students must be a current Certified Nurse Aide (CNA) OR a graduate of the Shasta College Medical Assisting program OR have at least 200 hours of documented direct patient care experience within the last three years.
- Students must complete the following prerequisite courses with a C grade or better. No in-progress courses will be accepted.

PREREQUISITE COURSES:

BIOL 5	Introduction to Human Biology	3
BIOL 6	Human Biology Lab	1
ECE 1	Human Development	3
NUTR 25	Nutrition	3
PSYC 1A	General Psychology OR	3
PSYC 14	Psychology of Personal/Social Adjustment	

TOTAL UNITS FOR PREREQUISITES 13**HEALTH & SAFETY CLINICAL CLEARANCE:**

Upon acceptance for enrollment, students must meet additional clinical requirements. All students participating in clinical experiences must submit proof of immunity of specific immunizations or serum titers, cleared criminal background check, negative drug screen, current physical examination and negative TB screening, and provide current valid Basic Life Support-Health Care Provider card (CPR) which includes adult, child & infant resuscitation with two person rescue and AED training). Students are financially responsible for meeting these requirements according to established program process. Specific information is available on the Health and Safety Requirements tab on the website or students may call the Division Office (530-339-3600)

CERTIFICATE REQUIREMENTS:

Students must be enrolled in the program in order to take the courses listed below.

NOTE: Students must show competence in both clinical and theory components (a grade of C or better) in order to progress through the curriculum. A failing grade in either theory or clinical components will require withdrawal or result in failure of the program.

VOCN 160	Foundations of Nursing Practice	15
VOCN 161	Nursing of Adults	13
VOCN 162	Nursing of Adults and Children	13

TOTAL UNITS FOR CERTIFICATE: 41**RECOMMENDED COURSES (not required):**

HEOC 11 Medical Terminology

Physical Therapist Assistant**Associate in Science:**

SC Program: AS.1601

PROGRAM DESCRIPTION: The Physical Therapist Assistant Program is designed to prepare graduates to meet the requirements to practice as physical therapist assistants in a variety of health care settings. The program is competency-based and provides sequential learning experiences progressing from theoretical to applied using patient simulations in the laboratory and finally to actual patient treatments in clinical education centers. The Physical Therapist Assistant Program is a total of 76 units that may be completed in 5 semesters. There are 44 units of program core courses and 32 units of additional general education and prerequisite coursework. The program itself is a four-semester program after completion of the prerequisite coursework and includes 3 clinical practicums. Students will complete theory classes online and attend lab classes on campus. Graduation from the program qualifies the student for examination for the National Physical Therapy Exam (NPTE) for Physical Therapist Assistants administered by The Federation of State Boards of Physical Therapy (FSBPT). After successful completion of the examination and all requirements of the Physical Therapy Board of California, graduates may be licensed to work as physical therapist assistants in California.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Perform entry-level competencies as a physical therapist assistant as outlined by the Commission on Accreditation in Physical Therapy Education (CAPTE), the American Physical Therapy Association (APTA), and the Physical Therapy Board of California.
2. Practice interventions of therapeutic exercise, therapeutic techniques, physical agents, mechanical modalities, electrotherapeutic modalities, and functional training in a competent manner consistent with the plan of care established by the physical therapist.
3. Demonstrate expected clinical behaviors in a professional, culturally competent, and sensitive manner, consistent with established core professional values and established ethical and legal guidelines.

PROGRAM REQUIREMENTS:

Space in the program is limited. A new class is enrolled annually. In order to be eligible for enrollment, students must satisfy the prerequisites listed and file an enrollment packet with the Health Sciences Division during designated enrollment periods each year. All qualified applicants are placed on a list and enrolled on a space-available basis in the order of their accepted application date. For specific information, see the Application Process tab on the website or call the Health Sciences Division Office at (530-339-3600). Students must meet all of the following requirements for application:

- Students filing enrollment packets must have a high school diploma or equivalent.
- All program prerequisites listed must be completed with a grade of C or higher prior to the start of semester one or in progress when filing the enrollment packet.
- Students who have successfully completed Human Anatomy and/or Physiology at the time of application must have done so within the 7 years prior to the application filing date. Recency requirements may be challenged through an appeals process.

HEALTH AND SAFETY CLINICAL CLEARANCE:

All students participating in clinical experiences must submit proof of immunity through immunizations or serum titers, cleared criminal background check, negative drug screen, current physical examination and negative TB screening, and provide current valid Basic Life Support-Health Care Provider card (CPR) which includes adult, child and infant resuscitation with two person rescue and AED training. Online CPR courses will not be accepted. Students are financially responsible for meeting these requirements according to established program process. Specific information is available on the Health and Safety Requirements tab on the website or students may call the Health Sciences Division Office (530-339-3600).

PROGRAM PREREQUISITES:

ANAT 1*	Human Anatomy	5
HEOC 1	Introduction to Physical Therapy	1
HEOC 11	Medical Terminology	3
PHY 1*	Physiology	5

TOTAL PREREQUISITE UNITS	14
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SEMESTER 1 COURSES:

PTA 1	Physical Therapy Practice for the PTA	2
PTA 2	Pathology	3
PTA 3	Patient Care Skills Theory	2
PTA 3L	Patient Care Skills Lab	1
PTA 4	Clinical Kinesiology Theory	2
PTA 4L	Clinical Kinesiology Lab	1

Recommended Semester 1 GE Courses (not required):

ENGL 1A	College Composition	4
MATH 14	Introduction to Statistics	4

SEMESTER 2 COURSES:

PTA 5	Therapeutic Exercise Theory	2
PTA 5L	Therapeutic Exercise Lab	1
PTA 6	Physical Agents Theory	2
PTA 6L	Physical Agent Lab	.5
PTA 20	Clinical Preparedness	1.5

Recommended Semester 2 GE Courses (not required):

Social and Behavioral Sciences:

ECE 1	Human Development <u>OR</u>	3
PSYC 1A	General Psychology	3

Humanities:

PHIL 7	Ethics: Understanding Right and Wrong <u>OR</u>	3
PHIL 8	Logic	3

SEMESTER 3 COURSES:

PTA 7	Orthopedics Management Theory	2
PTA 7L	Orthopedics Management Lab	1
PTA 8	Neurology and Development Theory	2
PTA 8L	Neurology and Development Lab	1
PTA 21	Clinical Practicum I	6

Recommended Semester 3 GE Courses (not required):

Language and Rationality:

CMST 54	Small Group Communication	3
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Multicultural/Living Skills:

HLTH 6	Culture and Health <u>OR</u>	3
PSYC 20	Cross-Cultural Psychology <u>OR</u>	3
PSYC 41	Cultural/Social Context of Childhood	3

SEMESTER 4 COURSES:

PTA 9	Neurological Management Theory	2
PTA 9L	Neurologic Management Lab	1
PTA 10	Advanced Procedures Theory	2
PTA 10L	Advanced Procedures Lab	1
PTA 11	Professional Integration	2
PTA 22	Clinical Practicum II	6

Note: Students must show competence in theory, lab, and clinical components (a grade of C or better in theory and lab courses, or a grade of Pass in practicum courses) in order to progress through the curriculum. Withdrawal from any course will require withdrawal from corequisite courses. Students will not be allowed to proceed with the next semester's courses until they have successfully completed all prerequisite courses.

TOTAL UNITS FOR CORE:	44
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*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	58
Additional General Education	18
General Electives	0
Degree Total	76*

*Note: Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to

double count the Multicultural units. If this graduation requirement is added, the number of units is increased by 3 units.

HUMAN SERVICES

Human Services

Associate in Science:

SC Program: AS.1225

PROGRAM DESCRIPTION: This program is designed to provide students with foundational skills and concepts about human interaction within the social, cultural, and economic system of individuals and families within our society. Individual and family issues that arise from changing societal patterns have created a vast need for a variety of support services. Students with an A.S. Degree in Human Services will have the opportunity to enter the Human Services field in a number of paraprofessional positions, and with additional coursework would be prepared to transfer to a four-year college/university with lower division preparation for a Bachelor's of Social Work.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Identify the impact of the context (historical, cultural, societal, and/or familial) on individuals as they develop, as well as the reciprocal influences, and apply this understanding when analyzing human behavior.
2. Integrate the perspectives of continuity and change, multidirectional pathways, and resiliency when evaluating the process of personal and interpersonal development throughout the lifespan.
3. Identify crucial elements of various systems perspectives and apply these concepts in the analysis of specific situations.
4. Reflect a critical awareness of current issues and valid scientific research in the field of Family Studies/Human Services.
5. Create a comprehensive action plan that reflects both personal and interpersonal effectiveness within the physical, mental, financial and psychosocial domains.
6. Differentiate between personal values and professional guidelines/ethics established within the field of Human Services.
7. Complete at least one semester of guided, practical experience in the workplace that integrates classroom experience with professional training.

DEGREE REQUIREMENTS:

The student must complete the Core Courses listed below, required General Education, and electives to total 60 units to complete the A.S. Degree requirements. Some major courses may be double counted toward the General Education unit requirement. Students planning to transfer to a Social Work Baccalaureate Program should consider utilizing available General Education units and elective units to complete the specific lower division requirements of the transfer school of their choice. It is imperative to consult the catalog of that institution.

CORE COURSES:

BUAD 14*	Personal Finance OR	3
ECON 1A*	Principles of Economics (MICRO) OR	
ECON 1B*	Principles of Economics (MACRO)	
ECE 1*	Human Development	3
HUSV 12	Standards and Practices in Human Services	3
HUSV 14	Introduction to Case Management	3
HUSV 16*	Marriage & Family OR	3
HUSV 18*	Adulthood and Aging	
HUSV 60*	Life Management	3

HUSV 70*	Introduction to Social Work and Hmn Svcs	3
HUSV 94	Human Services Worksite Learning	1-4
PSYC 1A*	General Psychology	3
SOC 1*	Introduction to Sociology	3

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	28-31
Additional General Education	15
General Electives	14-17
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. If this graduation requirement is added, the number of units is increased by 3 units.

Level 1 Case Management

Certificate:

SC Program: CL.3417

PROGRAM DESCRIPTION: This certificate will prepare students for employment in entry level Human Services jobs in the community. This certificate also serves as a pathway to the Level 2 Case Management certificate and other associate degrees including Human Services and Sociology. The content of this certificate provides students with an introduction to professional standards and practices involved in doing human service work with emphasis on engagement, relationship building, theory, assessment, and documentation.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Outline a course of action when provided a workplace scenario using a code of ethics and a decision making model.
2. Identify the main research methods used by social workers and human services professionals.
3. Write a basic case note that includes the following areas: subjective, objective, assessment, and plan.

CERTIFICATE REQUIREMENTS:

ENGL 1A	College Composition	4
HUSV 12	Standards and Practices in Human Services	3
HUSV 70	Introduction to Social Work and Human Services	3
SOC 1	Introduction to Sociology	3

TOTAL UNITS FOR CERTIFICATE

13

Level 2 Case Management

Certificate:

SC Program: CT.3417

PROGRAM DESCRIPTION: The Level 2 Case Management Certificate is the next step after Level 1 Case Management Certificate. This certificate prepares students to work in the community as a Human Services professional. The certificate provides students with skills and knowledge about professional standards and practices. Emphasis will be placed on documentation and record-keeping skills. In addition, students will gain knowledge of human development throughout the life course, psychology, and culture. Emphasis will be placed on examining the individuals from a holistic viewpoint, taking into consideration many factors that contribute to behaviors and outcomes when working with community members.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Students will be able to demonstrate the ability to write a detailed case note.
2. Students will be able to view an individual holistically by articulating what factors might be affecting individuals and families in the community (i.e., culture, trauma, biology, ACE scores, societal pressures, SES, historical factors, health challenges, mental health, environmental factors).
3. Students will be able to maintain professionalism in a human services setting by demonstrating mature judgment, progress on initiatives, and appropriate work habits.
4. Students will demonstrate dependability, reliability, punctuality and meet deadlines.

CERTIFICATE REQUIREMENTS:

ENGL 1A	College Composition	4
HUSV 12	Standards and Practices in Human Services	3
HUSV 14	Introduction to Case Management	3
HUSV 70	Introduction to Social Work and Human Services	3
HUSV 95A	Human Services Seminar	2
HUSV 95B	Fieldwork: Social Work/Human Services	1
PSYC 1A	General Psychology	3
SOC 1	Introduction to Sociology	3
SOC 25	Race, Ethnicity, and Society	3

TOTAL UNITS FOR CERTIFICATE	25
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Life Management**Certificate:****SC Program: CL.3252**

PROGRAM DESCRIPTION: This certificate is designed to provide students with the information, perceptions and skills necessary to move toward responsible independence and effective interpersonal relationships. Resources such as time, money and energy will be stressed along with the study of the physical, mental, emotional and social needs of all ages. This curriculum is essential for preparing individuals to balance personal, family and work responsibilities throughout the life cycle.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be capable of balancing personal, family and work responsibilities on a sustainable basis through the use of:

1. A comprehensive model of developmentally appropriate concepts and behavior throughout the lifespan.
2. A personal mission statement for life and set of initial life goals.
3. A theoretical perspective of family.
4. A personal dietary analysis and plan.
5. A personal budgetary analysis and plan.

CERTIFICATE REQUIREMENTS:

All courses to be applied to the Life Management Certificate must be completed with a "C" grade or better.

BUAD 14	Personal Finance	3
ECE 1	Human Development	3

HUSV 16	Marriage and Family	3
HUSV 60	Life Management	3
NUTR 25	Nutrition	3

TOTAL UNITS FOR CERTIFICATE	15
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HUMANITIES**Humanities****University Studies – 18 Unit Emphasis:****SC Program: AA.1513**

These courses emphasize the study of cultural, literary, humanistic activities and artistic expression of human beings. With careful planning, the Humanities emphasis will satisfy the lower division major courses to transfer to a university and earn a Bachelor's degree in the various fields of Humanities.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Choose 18 units from at least 3 of the following disciplines:

ART	1, 2, 3, 4, 6, 12, 21A
CMST	30
DAN	(up to 3 units of Dance may apply to the emphasis)
ENGL	1B, 10A, 10B, 11A, 11B, 13A, 13B, 14, 15, 16, 17, 18, 19, 20, 25, 31, 36
Foreign Lang.	ASL 1, 1L, 2, 2L, 3, 4
	FREN 1, 2
	GERM 1, 2
	JAPN 1, 2, 3, 4, 19, 20
	SPAN 1, 2, 3, 4, 19
HIST	2, 3
HUM	2, 4, 70
MUS	1, 2, 3, 4, 5, 10, 11, 14, 15, 16
PHIL	6, 7, 8, 14
THTR	1, 5, 8, 9, 12, 13, 30, 34

General Studies – 18 Unit Emphasis:**SC Program: AS.1515**

The Humanities emphasis permits students to explore the arts, ideas, values, and cultural expressions of the world's peoples as a foundation for lifelong learning or as an introduction to fine arts, literature, music, theater, communication, journalism, and world languages.

PROGRAM LEARNING OUTCOMES:

For General Studies Degree Learning Outcomes, see page 35.

Choose 18 units from at least three of the following areas (with no more than 9 units of foreign language):

ART	1, 2, 3, 4, 6, 12, 13, 15, 21A, 21B, 26A, 26B, 29A, 29B, 31A, 31B, 35A, 35B, 45, 46, 50A, 55A, 55B, 57, 80A, 80B
ASL	1, 1L, 2, 2L, 3, 4
CMST	10, 20, 30, 40, 54, 60
DAN	(Up to 3 units of Dance courses may apply)
ENGL	1B, 1C, 10A, 10B, 11A, 11B, 13A, 13B, 14, 15, 16, 17, 18, 19, 20, 25, 31, 36
FREN	1, 2
GERM	1, 2
HUM	2, 4, 70
JAPN	1, 2, 3, 4, 19, 20
JOUR	21, 27, 29
MUS	1, 2, 3, 4, 5, 10, 11, 14, 15, 16, 21A, 22A, 22B, 25A, 29, 30, 31, 33, 35, 40, 42, 43, 44, 46, 47
PHIL	6, 7, 8
SPAN	1, 2, 3, 4, 19, 151
THTR	1, 5, 8, 9, 12, 13, 23, 26, 29, 30, 34, 41, 42, 50, 70, 74, 81

Philosophy

Associate in Arts for Transfer:

SC Program: AA-T.1009

PROGRAM DESCRIPTION: This program introduces students to Philosophy. Philosophy is the study or logical analysis of the principles underlying conduct, reasoning, value, knowledge and the nature of the universe. Students will engage in the critical analysis of a number of theories defended by philosophers, who have attempted to answer a number of fundamental and puzzling questions about ourselves and the nature of the universe. The Associate in Arts in Philosophy for Transfer degree is designed to provide students with a common core of lower division courses required to transfer and pursue a baccalaureate (4-year) degree in Philosophy in the CSU system

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Evaluate arguments to determine validity using two different methods.
2. State, explain and critically analyze competing theories in some of the following areas: Metaphysics, Epistemology, Political Philosophy, Philosophy of Religion, Aesthetics and Philosophy of Science.
3. State, explain and critically analyze the following two ethical theories: Kantianism and Utilitarianism.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Arts in Philosophy for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

PHIL 8*#	Introduction to Logic	3
PHIL 6*#	Introduction to Philosophy <u>OR</u>	3
PHIL 7*#	Introduction to Ethics	

LIST A (Choose one course from the following): 3

PHIL 14*# Modern Western Philosophy (3)

Any course not selected from the list of Core courses above

LIST B (Choose two courses from the following): 6

ADJU 15 Concepts of Criminal Law (3)

BUAD 6 Business Law (3)

ENGL 1B*# Literature and Composition (3)

HIST 1A*# Western Civilization (3)

HIST 1B*# Western Civilization (3)

Any course not selected from List A above

LIST C (Choose one course) 3

Any course from List A or B not already used

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN ARTS IN PHILOSOPHY FOR TRANSFER DEGREE REQUIREMENTS:

Major	18
General Education	37-39
General Electives	9-20*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

INDUSTRIAL TECHNOLOGIES

Automotive Technology

Associate in Science:

SC Program: AS.1050

PROGRAM DESCRIPTION: The Automotive Technology Program is designed to prepare students for employment and advancement in the automotive field. Curriculum requirements have been developed for certification by the National Institute for Automotive Service Excellence (ASE) program. The curriculum has been planned to provide technical knowledge and laboratory experiences related to a wide range of automotive applications.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Inspect, diagnose, disassemble, repair, replace and service components/systems in student's area of specialization.
2. Work safely and responsibly within all shop safety and environmental guidelines and standards.
3. Demonstrate competency in accessing and applying technical service information.

DEGREE REQUIREMENTS:

CORE COURSES:

AUTO 1	Vehicle Electrical Systems	3
AUTO 11	Intro to Hybrid and Electric Vehicle Technology	3
AUTO 20	Engine Performance	4
AUTO 21	Advanced Engine Performance	3
AUTO 94	Automotive Worksite Learning	2
AUTO 132	Steering and Suspension	3
AUTO 147	Automotive Braking Systems	3
AUTO 150	Introduction to Engine Machining	4
AUTO 161	Manual Drive Trains & Axles	3
AUTO 162	Automatic Transmissions and Transaxles	3
AUTO 163	Heating, Air Conditioning and Accessories	3
AUTO 176	Level 2 Smog Technician Training	1
ENGL 1A*	College Composition	4
INDE 1	Career Planning for Industrial Technology	1
MATH 73*	Contemporary Mathematics for Technical Fields	3

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	43
Additional General Education	15
General Electives	2
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Automotive Technology Certificate:

SC Program: CT.3010

PROGRAM DESCRIPTION: The objective is to allow the student to gain entry level skills specific to the automotive industry.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Inspect, diagnose, disassemble, repair, replace and service components/systems in student's area of specialization.
2. Work safely and responsibly within all shop safety and environmental guidelines and standards.
3. Demonstrate competency in accessing and applying technical service information.

CERTIFICATE REQUIREMENTS:

AUTO 1	Vehicle Electrical Systems	3
AUTO 11	Intro to Hybrid and Electric Vehicle Technology	3
AUTO 20	Engine Performance	4
AUTO 21	Advanced Engine Performance	3
AUTO 94	Automotive Worksite Learning	2
AUTO 132	Steering and Suspension	3
AUTO 147	Automotive Braking Systems	3
AUTO 150	Introduction to Engine Machining	4
AUTO 161	Manual Drive Trains & Axles	3
AUTO 162	Automotive Transmissions and Transaxles	3
AUTO 163	Heating, Air Conditioning and Accessories	3
INDE 1	Career Planning for Industrial Technology	1

TOTAL UNITS FOR CERTIFICATE	35
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CNC Operator**Certificate:**

SC Program: CL.3453

PROGRAM DESCRIPTION: The CNC Operators Program is designed to prepare students for positions in a variety of service and manufacturing industries requiring technically trained and/or certified operators. The program is designed to prepare students for the opportunity to become entry level CNC operators.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Safely use manual machine tools to produce a part within specified tolerances.
2. Interpret blueprints and use precision measurements to correctly layout a project.
3. Program a CNC vertical mill using G-code to drill precision holes.
4. Set-up CNC milling and turning equipment utilizing proper work-holding techniques, and load a program for production.

CERTIFICATE REQUIREMENTS:

INDE 45	Introduction to Manual Machining	3
INDE 46	Introduction to CNC Machining	3
INDE 101	Industrial Trade Basics	3
MATH 73	Contemporary Mathematics for Technical Fields	3
WELD 73	Structural Steel Metal Fabrication	3
WELD 118	Blueprint and Specification Reading (Mechanical)	2

TOTAL UNITS FOR CERTIFICATE:	17
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Diesel Technology**Associate in Science:**

SC Program: AS.1175

PROGRAM DESCRIPTION: This curriculum prepares the student for entry into the mechanic trade related to heavy equipment and diesel

engines. Award of apprenticeship credit for completion of the program will depend on the employer, local union regulations, aptitude of student, as well as the curriculum completed. The Diesel Technology major requires technical courses to satisfy the minimum requirements for the major. Students are encouraged to take as many technical courses and related electives as their program will permit. When necessary, auto mechanic courses and diesel courses may be interchanged to satisfy major requirements.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Analyze a scenario based upon an equipment system failure/problem/complaint.
2. Employ a systematic approach to troubleshooting a system malfunction and prepare a solution.
3. Demonstrate the correct tools/supplies required to diagnose/repair a malfunction.
4. Verify if the path of repair was correct by testing and/or completing a work order/report.

DEGREE REQUIREMENTS:**CORE COURSES:**

DIES 48	Hydraulics	3.5
DIES 49	Advanced Hydraulics	3
DIES 94	Diesel Technology Worksite Learning	1
DIES 160	Diesel Engine Electronic Control	4
DIES 161	Diesel Technology Field Training	2
DIES 162	Heavy Duty Drive Train	4
DIES 164	Beginning Diesel Engines	4
DIES 166	Diesel Engines	6
DIES 169	Advanced Electronics and Emissions Mgmt	3
DIES 170	Heavy Duty Braking Systems	4
ENGL 1A*	College Composition	4
INDE 1	Career Planning for Industrial Technology	1
MATH 73*	Contemporary Mathematics for Technical Fields	3
WELD 70	Beginning Welding	3

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	45.5
Additional General Education	15
General Electives	0
Degree Total	60.5*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Diesel Technology**Certificate:**

SC Program: CT.3134

PROGRAM DESCRIPTION: This curriculum prepares the student for entry into the mechanic trade related to heavy equipment and diesel engines. Award of apprenticeship credit for completion of the program will depend on the employer, local union regulations, aptitude of student, as well as the curriculum completed.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect

completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Explain the basic theory of the subject matter or system for the course of instruction based on industry standards.
2. Analyze a scenario based upon an equipment system failure/problem/ complaint.
3. Employ a systematic approach to troubleshooting a system malfunction and prepare a solution.
4. Demonstrate the correct tools/supplies required to diagnose/repair a malfunction.
5. Verify if the path of repair was correct by testing and/or completing a work order/report.

CERTIFICATE REQUIREMENTS:

DIES 48	Hydraulics	3.5
DIES 49	Advanced Hydraulics	3
DIES 94	Diesel Technology Worksite Learning	1-4
DIES 160	Diesel Engine Electronic Control	4
DIES 161	Diesel Technology Field Training	2
DIES 162	Heavy Duty Drive Train	4
DIES 164	Beginning Diesel Engines	4
DIES 166	Diesel Engines	6
DIES 169	Advanced Electronics and Emissions Mgmt	3
DIES 170	Heavy Duty Braking Systems	4
ENGL 1A	College Composition (4) OR	3-4
BUAD 66	Business Communications (3)	
INDE 1	Career Planning for Industrial Technology	1
MATH 73	Contemporary Mathematics for Technical Fields	3
WELD 70	Beginning Welding	3

TOTAL UNITS FOR CERTIFICATE 44.5 – 48.5

Entrepreneurial Manufacturing

Certificate:

SC Program: CL.3450

PROGRAM DESCRIPTION: The Entrepreneurial Manufacturing Certificate will prepare students for jobs in the manufacturing industry such as to design, manufacture and market their own products, to start small businesses in or related to manufacturing and to setup and operate manufacturing equipment and mechatronic systems.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOME:

Upon successful completion of this certificate, the student should be able to:

1. Produce a predefined product to a given standard using one or more pieces of manufacturing equipment.

CERTIFICATE REQUIREMENTS:

BUAD 40	Entrepreneurship and Small Business	3
CIS 94	CIS Worksite Learning	2
INDE 1	Career Planning for Industrial Technology	1
INDE 37	Electricity and Electronics	3
INDE 38	Introduction and Industrial Mechatronics	3
INDE 40	Entrepreneurial Manufacturing	2
WELD 73	Structural Steel Metal Fabrication	3

TOTAL UNITS FOR CERTIFICATE 17

Heavy Equipment Logging Operations and Maintenance

Certificate:

SC Program: CT.3454

PROGRAM DESCRIPTION: This certificate will train students to enter a career in the timber industry as a heavy logging equipment operator. Students will operate various pieces of heavy logging equipment and vehicles. This is a hands-on, field-experience-oriented certificate. Some courses will utilize off-campus forest grounds for training.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOME:

Upon successful completion of this certificate, the student should be able to:

1. Inspect, service, safely operate, and perform minor repairs on various pieces of heavy logging equipment in a forest logging operation.
2. Explain and follow forest practices rules and regulations applicable to logging operations.

CERTIFICATE REQUIREMENTS:

REQUIRED CORE:

AGNR 101	Beginning Forestry	3
AGNR 102	Basic Logging Equipment Operations	1
AGNR 103	Intermediate Logging Equipment Operations	4
AGNR 104	Production Logging Equipment Operations	1
CONS 45	Career Planning and Leadership for Heavy Equipment Operators	2
CONS 46	Equipment Operations and Maintenance	3
CONS 140A	Commercial Driver Learner's Permit Preparation	2

TOTAL UNITS FOR CERTIFICATE 16

Industrial Automation & Manufacturing

Certificate:

SC Program: CL.3451

PROGRAM DESCRIPTION: The Industrial Manufacturing and Automation Certificate will prepare students for jobs in the manufacturing industry such as mechatronic or automated systems technicians, PLC programmers and automation design, both in large and small facilities.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Design a simple control program for a small-scale industrial processing station including detailed schematics.
2. Build the system including Remote IO and all safety procedures.
3. Demonstrate system operation including safety procedures.
4. Modify system for given input/output changes.
5. Maintain system through given component failure.
6. Create PLC ladder logics code using RS 5000.
7. Modify system for given process changes.
8. Troubleshoot system for instructor introduced error.
9. Present system and key learnings to class.

CERTIFICATE REQUIREMENTS:

INDE 1	Career Planning for Industrial Technology	1
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INDE 40	Entrepreneurial Manufacturing	2
INDE 41	Industrial Electronics	3
INDE 42	Industrial Control Devices	3
INDE 43	Industrial Motor Control	3
INDE 44	Industrial Process Control	3
INDE 94	INDE Worksite Learning	2

TOTAL UNITS FOR CERTIFICATE:	17
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Industrial Technologies

General Studies – 18 Unit Emphasis:

SC Program: AS.1500

The Industrial Technology emphasis permits the student to explore the trades and acquire skills in a variety of technical fields: automotive and diesel technology, construction, computerized drafting, computer electronics, heavy equipment operation, aviation ground school, machine tooling, and welding.

PROGRAM LEARNING OUTCOMES:

For General Studies Degree Learning Outcomes, see page 35.

Choose 18 units from at least three of the following areas:

AGMA	42, 44
AUTO	1, 11, 20, 21, 132, 147, 150, 161, 162, 163, 180
CONS	45, 46, 47, 48, 55A, 140A, 148
DIES	48, 49, 160, 161, 162, 164, 166, 170
ENGR	1A, 1B, 2, 22, 24, 29, 33
INDE	1, 38, 40, 41, 42, 43, 44, 45, 46, 47, 49, 51, 101, 102
WELD	70, 73, 118, 170, 171, 174, 175, 178, 182, 184, 186, 188
WTT	177, 180, 181, 183, 184, 186

Maintenance Mechanic

Certificate:

SC Program: CT.3453

PROGRAM DESCRIPTION: The Maintenance Mechanic Program is designed to prepare students for positions in a variety of service and manufacturing industries requiring technically trained and/or certified mechanics. The program is designed to prepare students for the opportunity to become an entry-level maintenance mechanic.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Install, level, and align electrical/mechanical systems to design specifications and verify that it is operating within specifications.
2. Evaluate components electrical/mechanical systems and create a preventative maintenance schedule.
3. Troubleshoot electrical/mechanical system that is not operating within specifications and repair or replaced failed components.

CERTIFICATE REQUIREMENTS:

CORE COURSES:

DIES 48	Hydraulics	3.5
DIES 49	Advanced Hydraulics	3
INDE 37	Electricity and Electronics	3
INDE 38	Introduction to Industrial Mechatronics	3
INDE 45	Introduction to Manual Machining	3
INDE 102	Industrial Trade Essentials	3
MATH 73	Contemporary Mathematics for Technical Fields	3
WELD 70	Beginning Welding	3
WELD 73	Structural Steel Metal Fabrication	3
WELD 118	Blueprint and Specification Reading (Mechanical)	2

WELD 174	Structural Steel MIG Welding	3
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PATHWAY OPTION (Choose one course):

AGMA 44	Introduction to Construction Skills for Agriculture and Natural Resources	3
INDE 101	Industrial Trade Basics	3

TOTAL UNITS FOR CERTIFICATE:	35.5
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PLC Automation

Noncredit Certificate:

SC Program: NCR.1005

PROGRAM DESCRIPTION: This non-credit program is designed to provide an understanding of PLC (Programmable Logic Controller) systems. Students will focus on application, programming, and troubleshooting of PLC's. This program is aligned with Rockwell Automation (Allen-Bradley); students will have the opportunity to test for additional industry recognized certifications within this program.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Provide opportunity for industry-recognized certifications.
2. Use ladder logic to create an if-then PLC code.
3. Develop an understanding of "Tags" and their use in programming.

REQUIRED NONCREDIT COURSES:

INDE 341	Industrial Electronics	0
INDE 342	Industrial Control Devices	0
INDE 343	Industrial Motor Control	0
INDE 344	Industrial Process Control	0

Smog Inspection and Repair Technician

Certificate:

SC Program: CT.3455

PROGRAM DESCRIPTION: The Smog Inspection and Repair Technician certificate totals 756 hours of automotive coursework and includes 378 hours in the engine performance area. Students will be trained in automotive electronics, engine performance testing, diagnosis, and repair. The lab component will employ extensive hands-on exercises designed to aid in the education of automotive students. This emissions training will supplement the Bureau of Automotive Repair (BAR) required courses and includes BAR Level 1 and Level 2 training. Training will reinforce the core skills needed to become a smog technician. Students who successfully complete this training certificate will have met BAR training requirements to sit for the smog check inspector state licensing examination.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Describe and demonstrate knowledge and application of proper safety practices (personal, shop, tool, equipment, environmental, and vehicle).
2. Follow written and oral instructions in the interpretation of smog inspection rules and regulations.
3. Perform smog inspections using state certified equipment.

- Acquire skills and knowledge to make a successful transition to an entry-level position in the work force.
- Pass workmanship tests and inspections while following Bureau of Automotive repair standards.

CERTIFICATE REQUIREMENTS:

AUTO 1	Vehicle Electrical Systems	3
AUTO 11	Introduction to Hybrid and Electric Vehicle Tech	3
AUTO 20	Engine Performance	4
AUTO 21	Advanced Engine Performance	3
AUTO 94	Worksite Learning for Automotive Technology	2
AUTO 176	Level 2 Smog Technician Training	1

TOTAL UNITS FOR CERTIFICATE:	16
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Welding Technology

Associate in Science:**SC Program: AS.1490**

PROGRAM DESCRIPTION: The Welding Technology Program is designed to prepare students for positions in a variety of trades or service industries requiring technically trained and/or certified welders. The program is designed to prepare students for the opportunity to become certified welders under the standards set by the American Welding Society. Students can receive their certification by the American Welding Society in a variety of processes as part of the instructional program. The program is available in three formats:

- Associate in Science Degree in Welding Technology
- Certificate from Shasta College in Welding Technology
- Certification by the American Welding Society as a certified welder

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

- Demonstrate competencies in job safety skills and awareness of workplace hazards.
- Follow written and oral instructions in the interpretation of simple drawings and sketches, including welding symbols and the execution of the fabrication process.
- Set up, maintain, and adjust welding related equipment.
- Acquire skills and knowledge to make a successful transition to an entry-level position in the work force.
- Pass workmanship tests using common welding processes.

DEGREE REQUIREMENTS:**CORE COURSES:**

DIES 48	Hydraulics	3.5
INDE 1	Career Planning for Industrial Technology	1
INDE 101	Industrial Trade Basics	3
MATH 73*	Contemporary Mathematics for Technical Fields	3
WELD 70	Beginning Welding	3
WELD 73	Structural Steel Metal Fabrication	3
WELD 118	Blueprint/Specification Reading (Mechanical)	2
WELD 170	Introduction to ARC Welding	3
WELD 171	Intermediate ARC Welding	3
WELD 174	Structural Steel MIG Welding	3
WELD 175	TIG Welding	3
WELD 178	Pipe Welding Fundamentals	3
WELD 182	Advanced ARC Welding	1.5
WELD 183	Advanced ARC Welding Specialty Lab	1.5
WELD 184	Advanced GTAW (TIG) Welding	1.5
WELD 186	Advanced Pipe Welding	2
WELD 188	Advanced GMAW (MIG) Welding	1.5

*May be used to fulfill General Education requirements. See a counselor.

ASSOCIATE IN SCIENCE DEGREE REQUIREMENTS:

Major	41.5
Additional General Education	18
General Electives	.5
Degree Total	60*

***Note:** Calculation assumes a student will double-count the Multicultural graduation requirement with either a social science or humanities G.E. requirement. If students plan well and see a counselor, they may be able to double count the Multicultural units. **If this graduation requirement is added, the number of units is increased by 3 units.**

Welding Technology Certificate:

SC Program: CT.3430

PROGRAM DESCRIPTION: The Welding Technology Program is designed to prepare students for positions in a variety of trades or service industries requiring technically trained and/or certified welders. The program is designed to prepare students for the opportunity to become certified welders under the standards set by the American Welding Society. Students can receive their certification by the American Welding Society in a variety of processes as part of the instructional program.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

- Demonstrate competencies in job safety skills and awareness of workplace hazards.
- Follow written and oral instructions in the interpretation of simple drawings and sketches, including welding symbols and the execution of the fabrication process.
- Set up, maintain, and adjust welding related equipment.
- Acquire skills and knowledge to make a successful transition to an entry-level position in the work force.
- Pass workmanship tests using common welding processes.

CERTIFICATE REQUIREMENTS:

WELD 70	Beginning Welding	3
WELD 73	Structural Steel Metal Fabrication	3
WELD 118	Blueprint & Specification Reading	2
WELD 170	Introduction to ARC Welding	3
WELD 171	Intermediate ARC Welding	3
WELD 174	Structural Steel MIG Welding	3
WELD 175	TIG Welding	3
WELD 178	Pipe Welding Fundamentals	3
WELD 182	Advanced ARC Welding	1.5
WELD 184	Advanced GTAW (TIG) Welding	1.5
WELD 186	Advanced Pipe Welding	2
WELD 188	Advanced GMAW (MIG) Welding	1.5

TOTAL UNITS FOR CERTIFICATE	29.5
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REQUIREMENTS FOR AMERICAN WELDING SOCIETY**CERTIFICATION:**

In order to become certified by the American Welding Society, the following courses are offered for the student to increase his/her skill and knowledge. Certification by the American Welding Society is dependent upon the meeting of criteria as determined by the certified welding inspector. The completion of these courses is recommended, but does not guarantee certification by the American Welding Society.

WELD 182	Advanced ARC Welding	1.5
WELD 183	Advanced ARC Welding Specialty Lab	1.5
WELD 184	Advanced GTAW (TIG) Welding	1.5

WELD 186	Advanced Pipe Welding	2
WELD 188	Advanced GMAW (MIG) Welding	1.5

LANGUAGE ARTS

English

Associate in Arts for Transfer:

SC Program: AA-T.1007

PROGRAM DESCRIPTION: The Associate in Arts in English for Transfer degree introduces students to English or English Education study and preparation, including the appreciation and understanding of literary works through intellectual and cultural movements, such as Utilitarianism or the Aesthetic Movement, and historical and social changes. The Associate in Arts in English for Transfer degree is designed to provide students with a common core of lower division courses required to transfer and pursue a baccalaureate (4-year) degree in English in the CSU system.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Define basic critical reasoning concepts; identify literary genres; and write effective, clear, and well-organized analytical arguments or literary analyses.
2. Identify and discuss plot, conflict, setting, time frame, characters (protagonist and antagonist), dialogue, suspense, rising action, and denouement with works of literature in papers and on examinations.
3. Identify and write about or discuss diction, syntax, figurative language, sound and rhythm, irony, and various poetic forms.
4. Analyze and write about literature with an understanding of the historical and cultural contexts from which literary classics spring.
5. Apply a variety of approaches to the analysis of literary works, including but not limited to historical, thematic, and formal approaches.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Arts in English for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

ENGL 1B**	Literature and Composition	3
ENGL 1C**	Critical Reasoning, Reading, and Writing	3

LIST A (Choose two courses from the following):

ENGL 10A**	World Literature to 1650 (3)	6
ENGL 10B**	World Literature after 1650 (3)	
ENGL 11A**	Survey of American Lit., Pre-Colonial to Civil War (3)	
ENGL 11B**	Survey of American Literature, Civil War to Present (3)	
ENGL 13A**	Survey of English Literature (3)	
ENGL 13B**	Survey of English Literature (3)	

LIST B (Choose one course from the following):

Any List A course not used above	3
ENGL 14**	A Survey of Drama as Literature (3)
ENGL 15**	Literature By and About Women (3)
ENGL 16**	Poetry (3)
ENGL 17**	Introduction to Shakespeare (3)
ENGL 18**	African American Literature (3)
ENGL 19**	A Survey of the Bible as Literature (3)
ENGL 20**	World Mythology (3)
ENGL 25**	Linguistics (3)
ENGL 31*	Creative Writing (3)

ENGL 36**	Children's Literature (3)
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LIST C (Choose one course from the following):

Any List A or B course not used above	3-5
ASL 1*	American Sign Language 1 (4)
ASL 2**	American Sign Language 2 (4)
ASL 3**	American Sign Language 3 (4)
ASL 4**	American Sign Language 4 (4)
CHIN 1*	Mandarin Chinese 1 (5)
CMST 30*	Oral Interpretation (3)
FREN 1*	French 1 (5)
FREN 2**	French 2 (5)
GERM 1*	German 1 (5)
GERM 2**	German 2 (5)
HUM 2**	Exploring the Humanities (3)
JAPN 1*	Japanese 1 (5)
JAPN 2**	Japanese 2 (5)
JAPN 3**	Japanese 3 (5)
JAPN 4**	Japanese 4 (5)
JOUR 27	News Writing and Reporting (3)
SPAN 1*	Spanish 1 (5)
SPAN 2**	Spanish 2 (5)
SPAN 3**	Spanish 3 (4)
SPAN 4**	Spanish 4 (4)
THTR 1**	Introduction to Theatre (3)

*May be used to fulfill CSU General Education requirements. See a counselor.

**May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN ARTS IN ENGLISH FOR TRANSFER DEGREE REQUIREMENTS:

Major	18-20
General Education	37-39
General Electives	10-17*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Language Arts

University Studies – 18 Unit Emphasis:

SC Program: AA.1496

With careful planning, the Language Arts emphasis will satisfy the lower division major courses to transfer to a university and earn a Bachelor's degree in the various fields of Language Arts.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Choose 18 units from at least two areas:

CMST	10, 20, 30, 40, 54, 60
ENGL	1B, 1C, 10A, 10B, 11A, 11B, 13A, 13B, 14, 15, 16, 17, 18, 19, 20, 25, 31, 36
Foreign Languages:	
ASL	1, 1L, 2, 2L, 3, 4
CHIN	1
FREN	1, 2
GERM	1, 2
JAPN	1, 2, 3, 4, 19, 20
SPAN	1, 2, 3, 4, 19
JOUR	21, 27, 29

General Studies – 18 Unit Emphasis:

SC Program: AS.1502

The emphasis in language arts allows students to explore the areas of both written and spoken English language, literature, and world languages.

PROGRAM LEARNING OUTCOMES:

For General Studies Degree Learning Outcomes, see page 35.

Choose 18 units from at least two areas:

CMST	10, 20, 30, 40, 54, 60
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ENGL	1B, 1C, 10A, 10B, 11A, 11B, 13A, 13B, 14, 15, 16, 17, 18, 19, 20, 25, 31, 36
Foreign Languages:	
ASL	1, 1L, 2, 2L, 3, 4
CHIN	1
FREN	1, 2
GERM	1, 2
JAPN	1, 2, 3, 4, 19, 20
SPAN	1, 2, 3, 4, 19
JOUR	21, 27, 29

World Languages

University Studies – 18 Unit Emphasis:

SC Program: AA.1514

The World Languages emphasis is recommended for students pursuing intermediate fluency in a world language to facilitate communication in professional settings or to begin the first two years of a language or literature major and transfer to a university.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Choose 10-18 units from the courses listed below:

ASL 1	American Sign Language (4)
ASL 2	American Sign Language 2 (4)
ASL 3	American Sign Language 3 (4)
ASL 4	American Sign Language (4)
CHIN 1	Mandarin Chinese 1 (5)
FREN 1	French 1 (5)
FREN 2	French 2 (5)
GERM 1	German 1 (5)
GERM 2	German 2 (5)
JAPN 1	Japanese 1 (5)
JAPN 2	Japanese 2 (5)
JAPN 3	Japanese 3 (5)
JAPN 4	Japanese 4 (5)
SPAN 1	Spanish 1 (5)
SPAN 2	Spanish 2 (5)
SPAN 3	Spanish 3 (4)
SPAN 4	Spanish 4 (4)

Select the remaining 0 – 8 units from:

Any course not used above

ASL 1L	American Sign Language 1 Skill-Building Lab (1)
ASL 2L	American Sign Language 2 Skill-Building Lab (1)
ENGL 10A	World Literature (to 1650) (3)
ENGL 10B	World Literature (after 1650) (3)
ENGL 25	Linguistics (3)
HIST 35	History of Mexican Americans (3)
JAPN 19	Japanese Conversation 1 (2)
JAPN 20	Japanese Conversation 2 (2)
SPAN 19	Spanish and Latin American Civilization (3)

LIBERAL STUDIES

Elementary Teacher Education

Associate in Arts for Transfer:

SC Program: AA-T.4003

PROGRAM DESCRIPTION: The Associate in Arts in Elementary Teacher Education for Transfer degree provides students with a core of lower division courses required to transfer and pursue a bachelor's degree in liberal studies. Elementary Teacher Education incorporates introductory courses from a range of disciplines including science, mathematics, literature, social sciences, and the arts. This program introduces students to the theory of education and early field experience.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree

requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Demonstrate transfer readiness for a liberal studies major at a university, especially a CSU.
2. Assemble an observation portfolio which includes descriptions of teaching events that implement the California Teacher Performance Expectations and documentation of 45 hours of classroom observation.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Arts in Elementary Teacher Education for Transfer degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

BIOL 10*#	General Biology	3
BIOL 10L*#	General Biology Lab	1
CMST 60*#	Public Speaking	3
ECE 9*#	Child Growth and Development	3
EDUC 1	Introduction to Education	3
ENGL 1A*#	College Composition	4
ENGL 1B*#	Literature and Composition OR	3
ENGL 1BH*#	Literature and Composition – Honors	
ESCI 12*#	General Earth Science	4
GEOG 8*#	World Regional Geography	3
HIST 2*#	World Civilization to 1500 C.E.	3
HIST 17A*#	U.S. History	3
MATH 41A*	Concepts of Elementary Mathematics	3
PHSC 1*#	Physical Science Survey	4
POLS 2*#	Introduction to American Government	3
LIST A (Choose one course from the following):		3
ENGL 1C*#	Critical Reasoning, Reading, and Writing (3)	
ENGL 1CH*#	Critical Reasoning, Reading, and Writing – Honors (3)	
PHIL 8*	Logic (3)	
LIST B (Choose one course from the following):		3
ART 1*#	Introduction to Art (3)	
MUS 10*#	Music Appreciation (3)	
THTR 1*#	Introduction to Theatre (3)	
LIST C (For CSU Chico, choose 0-6 additional units):		0-6
MATH 41B*	Concepts of Elementary Math (3)	
PSYC 41*#	Cultural/Social Context of Childhood (3)	

*May be used to fulfill CSU General Education requirements. See a counselor.
#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN ARTS IN ELEMENTARY TEACHER EDUCATION FOR TRANSFER DEGREE REQUIREMENTS:

Major	49
General Education	37-39
General Electives	5-11*
Degree Total Will Not Exceed 60 Units	
*Number will vary depending on units that double count.	

Liberal Studies – Teaching Prep

University Studies – 29 Unit Emphasis:

SC Program: AA.1504

The Liberal Studies emphasis prepares students to transfer as a Liberal Studies major to campuses of the California State University system. This is the bachelor's degree major students select to prepare as an elementary school teacher and earn a multiple subjects credential. See a counselor for this major – many if not all courses satisfy the general

educational pattern.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Complete the following 29 units:

BIOL 10	General Biology (3)
BIOL 10L	General Biology Lab (1)
CMST 54	Small Group Communication (3) OR
CMST 60	Public Speaking (3)
ECE 1	Human Development (3) OR
ECE 9	Child Growth and Development (3)
EDUC 1	Introduction to Education (3)
ESCI 12	General Earth Science (4) OR
PHSC 1	Physical Science Survey (4)
HIST 2	World Civilization to 1500 C.E. (3) OR
HIST 3	World Civilization: 1500 to Present (3)
HIST 17A	United States History (3) OR
HIST 17B	United States History (3)
MATH 41A	Concepts of Elementary Mathematics (3) OR
MATH 41B	Concepts of Elementary Mathematics (3)
POLS 2	Introduction to American Government (3)

LIFE SCIENCES

Biological Sciences

University Studies – 22 Unit Emphasis:

SC Program: AA.1507

The Biological Sciences emphasis is designed to provide the lower division major preparation for transfer in Biological Sciences.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 31.

Complete the following 22 units:

BIOL 1	Principles of Biology (4)
BOT 1	General Botany (4)
CHEM 1A	General Chemistry (5)
CHEM 1B	General Chemistry (5)
ZOOL 1	General Zoology (4)

Natural Sciences

University Studies – 18 Unit Emphasis:

SC Program: AA.1512

The Natural Sciences emphasis is designed to provide lower division major courses to transfer to a university and pursue baccalaureate degrees in life science and physical science areas.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Choose 18 transferable units from the following disciplines:

AGAS	19
AGEH	33
AGNR	60, 61
AGPS	20, 24
ANAT	1
ANTH	1
ASTR	2, 3
BIOL	1, 5, 6, 10, 10L, 11, 12
BOT	1
CHEM	1A, 1B, 2A, 2B, 10, 11, 70, 70A, 71, 71A
ESCI	1, 2, 3, 6, 7, 8, 9, 10, 12, 14, 14L, 15, 17, 18
GEOG	1A, 1AL, 9, 10
MICR	1

NHIS	15
NUTR	25
PHSC	1
PHY	1
PHYS	2A, 2B, 4A, 4B, 4C
ZOOL	1

General Studies – 18 Unit Emphasis:

SC Program: AS.1514

This emphasis allows the student to explore the broad areas of life and physical sciences as a foundation for lifelong learning.

PROGRAM LEARNING OUTCOMES:

For General Studies Degree Learning Outcomes, see page 35.

Choose 18 units from at least four of the following areas:

Agriculture:	
AGAS	19
AGEH	33
AGNR	1, 60, 61, 64
AGPS	20, 24
ANAT	1
ANTH	1
ASTR	2, 3
BIOL	1, 5, 6, 10, 10L, 11, 12
BOT	1, 50, 52
CHEM	1A, 1B, 2A, 2B, 10, 11, 70, 70A, 71, 71A
ESCI	1, 2, 3, 6, 7, 8, 9, 10, 12, 14, 14L, 15, 16, 17, 18, 32, 33, 34, 35, 36, 37, 38
GEOG	1A, 1AL, 9, 10
MICR	1
NHIS	15, 65
NUTR	25
PHSC	1
PHY	1
PHYS	2A, 2B, 4A, 4B, 4C
ZOOL	1

MATH

Mathematics

Associate in Science for Transfer:

SC Program: AS-T.2001

PROGRAM DESCRIPTION: The Associate in Science in Mathematics for Transfer degree (AS-T in Mathematics) provides students with the opportunity to meet the requirements for transfer to the California State University system in Mathematics or a similar major. In order to earn the Associate in Science in Mathematics for Transfer degree a student must complete 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Completing this degree guarantees admission to the CSU system but not to a particular campus or major.

The Associate in Science in Mathematics for Transfer degree is designed to prepare students for upper division study in Mathematics and related fields. Mathematics graduates at the bachelor's level are qualified for employment in pursuing a career in the field of mathematics, engineering, statistics, actuarial science, business, management, law enforcement, government, and education. They also frequently enter graduate programs to pursue advanced degrees in Mathematics or related fields.

Those students interested in teaching at the high school level should know that the nation is experiencing a shortage of well qualified mathematics teachers. Current and prospective community college students interested in this degree are encouraged to meet with a Counselor to develop an educational plan that best meets their goals and needs.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree

requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Calculate derivatives
2. Solve linear systems, integration problems, and problems for multivariate functions.
3. Solve differential equations and interpret the solution sets
4. Analyze and model the behaviors of physical phenomena using calculus.
5. Apply mean value theorems.
6. Demonstrate the ability to use symbolic, graphical, numerical, and written representations of mathematical ideas.
7. Use appropriate technology to enhance their mathematical thinking, solve mathematical problems, and judge the reasonableness of their results.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Science in Mathematics for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

MATH 3A*#	Calculus 3A	4
MATH 3B*#	Calculus 3B	5
MATH 4A*#	Calculus 4A	4

Select a minimum of 6 units from the lists below with at least 3 units from list A:

LIST A:

MATH 4B*#	Differential Equations	4
MATH 6*#	Linear Algebra	3

LIST B:

MATH 14*#	Introduction to Statistics	4
PHYS 4A*#	Physics (Mechanics)	4
CIS 60	Visual Basic	3
CIS 61	C++ Language	3
CIS 62	Java Programming	3

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN SCIENCE IN MATHEMATICS FOR TRANSFER DEGREE REQUIREMENTS:

Major	19-21
General Education	37-39
General Electives	3-11*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Quantitative Reasoning

University Studies – 18 Unit Emphasis:

SC Program: AA.1503

The quantitative reasoning emphasis is a flexibly designed option which, with proper counseling, provides transfer coursework toward majors in computer science and math.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Choose a minimum of 18 units from the following mathematics and computer science courses:

MATH	2, 3A, 3B, 4A, 4B, 6, 8, 9, 13, 14
CIS	2, 60, 61, 62, 63, 72

MUSIC

Music

Associate in Arts for Transfer:

SC Program: AA-T.1008

PROGRAM DESCRIPTION: The Associate in Arts in Music for Transfer Degree is designed to prepare the student for transfer to four-year institutions of higher education and specifically intended to satisfy the lower division requirements for the Baccalaureate in Arts in Music at the California State University. This degree is designed to prepare students to demonstrate competence and discipline in the study of music theory, music analysis, music composition, and musicianship skills, and to demonstrate proficiency in ensemble skills and solo performance skills. Completion of this curriculum will demonstrate commitment to the serious study of Music in practice and in theory and provide comprehensive preparation for upper-division work

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. List and describe the major concepts, vocabulary, theoretical perspectives, and creative performance practices of music.
2. Demonstrate ensemble specific performance practices and professional standards of conduct expected of ensemble participants.
3. Perform solo literature with an accompanist (if appropriate) using stylistically accurate rhythm, pitch, diction (or articulation) and musical expression.
4. Demonstrate the ability to "audiate" a musical score by sight reading and performing complex rhythms and by sight-singing chromatic, modulating, and post-tonal melodies.
5. Demonstrate the ability to recognize patterns and musical function by aurally identifying and transcribing scales, modes, post-tonal melodies, and complex harmonic progressions. Analyze chromatic harmonic progressions that include modulation using 20th century techniques.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Arts in Music for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

MUS 2	Diatonic Harmony and Musicianship	4
MUS 3	Advanced Diatonic Harmony and Musicianship	4
MUS 4	Chromatic Harmony	4
MUS 5	20th Century Harmony	4
MUS 48	Applied Music (four semesters, 0.5 units each)	2

Large Ensemble (4 semesters, 1 unit each from the following): 4

MUS 31	Chamber Choir (1)
MUS 33	Jazz Ensemble (1)
MUS 35	Vocal Jazz Ensemble (1)
MUS 40	Concert Choir (1)
MUS 42	Shasta College Chorale (1)
MUS 43	Shasta College Symphony Orchestra (1)
MUS 44	Shasta College Concert Orchestra (0.5-1)
MUS 46	Shasta College Symphonic Band (1)
MUS 47	Shasta College Jazz Ensemble (1)

ASSOCIATE IN ARTS IN MUSIC FOR TRANSFER DEGREE REQUIREMENTS:

Major	22
General Education	37-39

General Electives 0-1*
Degree Total Will Not Exceed 60 Units
 *Number will vary depending on units that double count.

NUTRITION

Nutrition and Dietetics

Associate in Science for Transfer:

SC Program: AS-T.2007

PROGRAM DESCRIPTION: The Associate in Science in Nutrition and Dietetics for Transfer degree (AS-T in Nutrition and Dietetics) prepares students for success in a baccalaureate degree in Nutrition and Dietetics with the lower-division coursework required to transfer into the CSU system. Students learn about chemicals and nutrients in food and their effects on the human body and the world. The study of nutritional science contributes to preparing students for careers as nutritionists, registered dietitians (RD), food scientists, or other dietetics professionals. The study of Nutrition provides a broad foundation in a practical and personally applicable exposure to a variety of scientific areas of nutrition such as chemistry, biochemistry, microbiology, anatomy, physiology, and biology. Popular topics include microbial pathogens, environmental contaminants, nutrigenomics, macronutrient balance, energy metabolism, obesity, global issues, biochemistry of exercise, and micronutrient and phytochemical utilization. Students in the program learn how the scientific method and process contributes to nutritional requirements and how nutrients function from a cellular to more practical level, and then apply this knowledge to their own health. The program also helps students understand the role of nutrition in disease prevention throughout the lifecycle and as an impact on society as a whole.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Outline the scientific method as it is used in developing hypotheses and theories, then apply the scientific method-based research, such as in peer-reviewed intervention, epidemiological, lab, and case studies, to the critical evaluation of nutrition-related literature and media, thus differentiating between proven scientific based research and myth.
2. List and describe the basic chemical structures of the six classes of nutrients and the substances therein; their action, interaction, and balance in relation to health and disease.
3. Outline the process by which the human body ingests, digests, absorbs, transports, utilizes and excretes food substances.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Science in Nutrition and Dietetics for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

NUTR 25*#	Nutrition	3
PSYC 1A *#	General Psychology	3
CHEM 1A *#	General Chemistry	5
MICR 1 *#	Microbiology	5

LIST A (Select two):

PHY 1 *#	Physiology OR	5
ANAT 1 *#	Human Anatomy	5
MATH 14 *#	Introduction to Statistics	4

LIST B (Select one):

CHEM 2B *#	Introduction to Organic and Biochemistry	5
CULA 45	Basic Food Production	5

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN SCIENCE IN NUTRITION AND DIETETICS FOR TRANSFER DEGREE REQUIREMENTS:

Major	30
General Education	37-39
General Electives	6

PHYSICAL EDUCATION AND ATHLETICS

Kinesiology

Associate in Arts for Transfer:

SC Program: AA-T.1003

PROGRAM DESCRIPTION: The Associates in Arts in Kinesiology for Transfer provides students with the opportunity to meet the requirements for transfer to the California State University system in the Kinesiology major. The degree is designed to prepare students for a variety of career options in the field of Kinesiology such as teaching, exercise science, sports medicine, and physical therapy. Current and prospective community college students are encouraged to meet with a counselor to develop an educational plan that best meets their goals and needs.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Identify and apply the concepts, theoretical principles, and historical and current trends in the field of Kinesiology.
2. Understand how exercise in the form of physical activity contributes to the physiological responses and adaptations of the human body.
3. Apply critical thinking, writing, reading, oral communication, and quantitative and qualitative analysis to skill and movement-related concepts.
4. Identify and apply the scientific principles of movement, exercise, and sport including the knowledge and skill in the listed activity course families of fitness, aquatics, individual sport and team sport.
5. Transfer to the California State University level programs with a comprehensive foundation in Kinesiology courses.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Arts in Kinesiology for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

ANAT 1*#	Human Anatomy with Lab	5
KINES 1	Foundations of Kinesiology	3
PHY 1*#	Physiology with Lab	5

Movement Based Courses: (minimum of 3)

Select a maximum of one course from any three of the following areas for a minimum of three units.

Aquatics:	
PE 30A	Beginning Swimming (1) OR
PE 30B	Intermediate Swimming (1) OR
PE 31	Aqua Aerobics (1) OR
PE 32	Water Polo (1) OR
PE 37	Springboard Diving (1)

Combatives:
PE 60 Self Defense (1)

Fitness and Conditioning:
PE 7 Individual Physical Fitness (1) OR
PE 8 Individual Physical Performance (1) OR
PE 11 Fundamental Conditioning (1) OR
PE 12A Beg. Weight Training and Fitness (1) OR
PE 12B Inter. Weight Training and Fitness (1) OR
PE 15 Aerobic Dance (1) OR
PE 16 Aerobic Exercise (1) OR
PE 17A Beginning Yoga (1) OR
PE 17B Intermediate Yoga (1)

Individual Sports:
PE 51A Beginning Tennis (1) OR
PE 51B Intermediate Tennis (1) OR
PE 62 Golf (1) OR

Team Sports:
PE 69 Football (1) OR
PE 70A Beginning Volleyball (1) OR
PE 70B Intermediate Volleyball (1) OR
PE 71 Softball (1) OR
PE 72 Baseball (1) OR
PE 74 Soccer (1) OR
PE 75 Basketball (1)

LIST A (Choose two courses from the following):

7-9

CHEM 1A*# General Chemistry (5) OR
CHEM 2A*# Introduction to Chemistry (5)
KINES 2 Sports Emergency Care (3)
MATH 14*# Introduction to Statistics (4)
PHYS 2A*# General Physics (4)

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

**ASSOCIATE IN ARTS IN KINESIOLOGY FOR
TRANSFER DEGREE REQUIREMENTS:**

Major	23-25
General Education	37-39
General Electives	2-10*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Physical Education

University Studies – 18 Unit Emphasis:

SC Program: AA.1493

The Physical Education emphasis is designed to provide lower division major courses to transfer to a university and pursue baccalaureate degrees in Physical Education – teaching, kinesiology, and pre-physical therapy.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Choose 18 units from at least 3 areas:

ANAT	1
BIOL	5, 6
CHEM	1A, 1B, 2A, 2B
ETHS	11
HLTH	1, 2, 3, 4, 6, 7, 20
KINES	1, 2
MATH	14 or 2
NUTR	25
PE	4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 35, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, 75
PEAT	5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29
PHY	1
PHYS	2A, 2B
PSYC	1A

PHYSICAL SCIENCES

Physical Sciences

University Studies – 22 Unit Emphasis:

SC Program: AA.1510

The Physical Sciences emphasis is designed to provide students with the lower division major courses to transfer to a university and pursue baccalaureate degrees in chemistry, geology, physics, and related areas. See a counselor for the complete list for your choice of transfer university and major.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Complete the following 22 units:

CHEM 1A	General Chemistry (5)
CHEM 1B	General Chemistry (5)
MATH 3A	Calculus (4)
PHYS 2A	General College Physics (4) <u>AND</u>
PHYS 2B	General College Physics (4)
<u>OR</u>	
PHYS 4A	Physics/Mechanics (4) <u>AND</u>
PHYS 4B	Physics/Electricity and Magnetism (4)

Physics

Associate in Science for Transfer:

SC Program: AS-T.1004

PROGRAM DESCRIPTION: The Associate in Science in Physics for Transfer Degree (AS-T in Physics) provides students with the opportunity to meet the requirements for transfer to the California State University system in Physics or a similar major. In order to earn this degree a student must complete 60 required semester units of CSU-transferable coursework with a minimum GPA of 2.0. Completing this degree guarantees admission to the CSU system but not to a particular campus or major. The degree is designed to prepare students for upper division study in Physics and related fields. Physics graduates at the bachelor's level are qualified for employment by industry or government in a variety of technical positions. They also frequently enter graduate programs to pursue advanced degrees in Physics or related fields. Physics graduates are often well qualified for admission into professional programs in medicine or law. Those students interested in teaching at the high school level should know that the nation is experiencing a shortage of well qualified physics teachers. Current and prospective community college students interested in this degree are encouraged to meet with a Counselor to develop an educational plan that best meets their goals and needs.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Apply appropriate physical principles and use appropriate mathematical techniques to analyze a given real world physical problem.
2. Demonstrate basic experimental knowledge including experimental design, data analysis including error analysis, and interpretation of results.
3. Use computers and other technology as experimental and modeling tools.
4. Meet the requirements for transfer to a California State University with a major in Physics.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or

IGETC, students must complete the core courses listed below for the Associate in Science in Physics for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

PHYS 4A*#	Physics (Mechanics)	4
PHYS 4B*#	Physics (Electricity and Magnetism)	4
PHYS 4C*#	Physics (Heat, Waves, Optics, and Modern Physics)	4
MATH 3A*#	Calculus 3A	4
MATH 3B*#	Calculus 3B	5
MATH 4A*#	Calculus 4A	4

Additional Recommended Preparation:

While these additional courses are not required for this degree, completing these courses will better prepare students for upper division coursework in physics. Some of these may be required for the Bachelor's degree. Check the catalog for the CSU campus to which you plan to transfer.

CHEM 1A/1B	General Chemistry (10 units)
MATH 4B	Differential Equations (4 units)
MATH 6	Linear Algebra (3 units)

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

**ASSOCIATE IN SCIENCE IN PHYSICS FOR
TRANSFER DEGREE REQUIREMENTS:**

Major	25
General Education	37-39
General Electives	3-5*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

SOCIAL SCIENCES

Behavioral Science

University Studies – 18-21 Unit Emphasis:

SC Program: AA.1499

The Behavioral Sciences focus on the understanding of human beings, their actions and interactions, decision making processes, communication strategies, and the methods of inquiry used in the field. The A.A. in University Studies, Behavioral Sciences emphasis is a good option for students wishing to transfer to a four-year college or university to pursue a baccalaureate degree in anthropology, psychology, social work, and sociology.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Complete the following 18-21 units:

ANTH 2 Cultural Anthropology (3)

Choose one of the following:

BIOL 1	Principles of Biology (4)
BIOL 5	Introduction to Human Biology (3)
BIOL 10	General Biology (3)
PHY 1	Physiology (5)

ECE 1 Human Development (3)

SOC 3 Statistics for the Behavioral Sciences (3) **OR**

MATH 14 Introduction to Statistics (4)

PSYC 1A General Psychology (3)

SOC 1 Introduction to Sociology (3)

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

History

Associate in Arts for Transfer:

SC Program: AA-T.4004

PROGRAM DESCRIPTION: The Associate in Arts in History for Transfer Degree will develop skills and knowledge consistent with the study of history in a global, multicultural and comparative context. The successful student will have developed the reading, writing, and research skills essential to historical inquiry and exposition. This program emphasizes the development of various societies through a chronological study of all aspects of history which includes intellectual, cultural, economic, political and social history. The Associate in Arts in History for Transfer Degree is designed to provide students with a common core of lower division courses required to transfer and pursue a baccalaureate (4-year) degree in History in the CSU system.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Interpret primary and secondary historical sources and compose an argument which uses them, as appropriate, for support in a research paper.
2. Explain and critically describe the major economic, social, political, and cultural developments of history.
3. Assess the cultural legacies and contributions of each area under study to present times.
4. Analyze the development and impact of political ideological trends.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Arts in History for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

HIST 17A*#	United States History	3
HIST 17B*#	United States History	3

LIST A

HIST 2*#	World Civilization to 1500 C.E.	3
HIST 3*#	World Civilization: 1500 to Present	3

LIST B (Select two courses, one from each area): 6

Area 1: Diversity

HIST 25*#	African American History (3)
HIST 35*#	History of Mexican Americans (3)
HIST 36	History of East Asia (3)
HIST 38*#	History of World Religions (3)
HIST 57	Russian History (3)

Area 2

Any List B, Area 1 course not already used above

ANTH 2*#	Cultural Anthropology (3)
ANTH 25*#	Culture and History of the North American Indian (3)
ART 2*#	History of Western Art Through the Gothic Period (3)
ART 3*#	Western Art, Renaissance to Contemporary (3)
HIST 1A*#	History of Western Civilization (3)
HIST 1B*#	History of Western Civilization (3)
HIST 40*#	History and Government of California (3)
HIST 55	History of the American West (3)
HUM 2*#	Exploring the Humanities (3)
MUS 11*#	History of Jazz and Early Rock (3)
MUS 15*#	History of Rock (3)
MUS 16*#	History of Jazz (3)

**ASSOCIATE IN ARTS IN HISTORY FOR
TRANSFER DEGREE REQUIREMENTS:**

Major	18
General Education	37-39
General Electives	15-20*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Political Science**Associate in Arts for Transfer:****SC Program: AA-T.4001**

PROGRAM DESCRIPTION: The Associate in Arts in Political Science for Transfer degree (AA-T in Political Science) initiates a systemic and scholarly study of the politics of influence, human behavior that shape world events. Through this curriculum students are exposed to research methodology that connects them to a formal operational level of reasoning. Political science studies diversity in cultures, how power is exercised or resisted, and how nations are governed. The Associate in Arts in Political Science for Transfer degree provides the student with the problem solving skills to become active participants in the world around them.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Demonstrate an understanding of the nature of political science, the origin and nature of the State, patterns and functions of government and how political ideologies affect open and closed systems of government today.
2. Describe basic structural components of national government (legislative, executive and judicial) and explain their relationship to each other and sub-national governmental units.
3. Describe and understand the Bill of Rights and the contemporary U.S. Supreme Court decisions, which explain the current status of individual rights as outlined by this document and later amendments.
4. Indicate the function of the mass media, particularly television and the internet, as a vital influence in the election process.
5. Identify and discuss how globalization has impacted the developing world.
6. Debate the issue of sustainability and potentially negative consequences of development.
7. Use critical thought to investigate the causes, costs and potential resolution of ethnic conflicts.
8. Discuss the history of and trends in the emergence of the international nation-state system and modern challenges to that system.
9. Synthesize knowledge of political, social and economic conditions in the world as evidenced through a research paper or project
10. Critically evaluate global political concepts such as balance of power, diplomacy, just war theory and arms control.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Science in Physics for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

POLS 2*# Introduction to American Government 3

LIST A:

POLS 1*# Introduction to Political Science 3
 POLS 25*# Introduction to International Relations 3
 MATH 14*# Introduction to Statistics 4

LIST B (Choose two courses from the following):

ENGL 1C*# Critical Reasoning, Reading, and Writing 3

HIST 1A*#	History of Western Civilization	3
HIST 1B*#	History of Western Civilization	3
HIST 17A*#	United States History	3
HIST 17B*#	United States History	3
POLS 20*#	Politics of the Developing World	3
SOC 25*#	Race, Ethnicity, and Society	3

Any course not selected from List A above **OR**

Any other courses that are articulated as lower division major preparation for the Political Science major at a CSU.

* May be used to fulfill CSU General Education requirements. See a counselor.

May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN ARTS IN POLITICAL SCIENCE FOR TRANSFER DEGREE REQUIREMENTS:

Major	19
General Education	37-39
General Electives	11-19*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Psychology**Associate in Arts for Transfer:****SC Program: AA-T.1006**

PROGRAM DESCRIPTION: This program introduces students to psychology as the scientific study of human behavior and mental processes and the practical application of psychology to personal and social issues. The Associate in Arts in Psychology for Transfer degree is designed to provide students with a common core of lower division courses required to transfer and pursue a baccalaureate (4-year) degree in psychology in the CSU system.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. List and describe the major concepts, vocabulary, theoretical perspectives, and empirical findings of psychology.
2. Describe and apply basic research methods in psychology.
3. Practice critical thinking to solve problems related to behavior and mental processes.
4. Link psychological concepts and principles to relevant practical applications.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Arts in Psychology for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

MATH 14*#	Introduction to Statistics (4) OR	
SOC 3*#	Statistics for Behavioral Sciences (3)	
PSYC 1A*#	General Psychology	3
PSYC 25	Introduction to Research Methods	3

LIST A (Choose one course from the following): 3-4

BIOL 1*#	Principles of Biology (4) OR	
BIOL 10 & 10L*#	Gen Biology and Gen Biology Lab (3/1)	
BIOL 5*#	Introduction to Human Biology (3)	

LIST B (Choose one course from the following): 3-4

Any List A course not used above (3-4)

ECE 1*# Human Development (3)

ENGL 1B*#	Literature and Composition (3) OR	
ENGL 1C*#	Critical Reasoning, Reading, and Writing (3)	
PSYC 15*#	Social Psychology (3)	

SOC 1*# Intro to Sociology (3)

LIST C (Choose one course from the following): 3-4

Any List A or List B course not used above

PSYC 5*#	Human Sexuality (3)
PSYC 14*#	Psychology of Personal/Social Adjustment (3)
PSYC 17*#	Abnormal Psychology (3)
PSYC 20*#	Cross-Cultural Psychology (3)
PSYC 41*#	Cultural/Social Context of Childhood (3)
PSYC 46*#	Human Learning & Memory (3)

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

ASSOCIATE IN ARTS IN PSYCHOLOGY FOR TRANSFER DEGREE REQUIREMENTS:

Major	18-20
General Education	37-39
General Electives	10-21*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

Social Sciences

University Studies – 21 Unit Emphasis:

SC Program: AA.1501

The A.A. in University Studies, Social Sciences emphasis is designed to provide students with a strong foundation for the study of humanity from diverse perspectives. It is an excellent starting point for students interested in pursuing baccalaureate degrees in anthropology, history, political science, psychology, sociology.

PROGRAM LEARNING OUTCOMES:

For University Studies Degree Learning Outcomes, see page 30.

Choose 21 units from at least three different disciplines.*

ANTH	1, 2, 14, 25
ARCH	3, 4A
ECE	1, 2, 9
ECON	1A, 1B
GEOG	1A, 1AL, 1B, 5, 7, 8
HIST	1A, 1B, 2, 3, 17A, 17B, 25, 35, 38, 40
HUSV	16, 18, 70

MATH	14* OR
SOC	3

POLS	1, 2, 20, 25
PSYC	1A, 5, 14, 15, 17, 20, 25, 41, 46
SOC	1, 2, 15, 25, 30

*Students can take MATH 14 or SOC 3 as part of the 21 units, but it does not fulfill one of the three discipline requirements.

General Studies – 18 Unit Emphasis:

SC Program: AS.1516

This degree allows students to explore the social and behavioral sciences as a foundation for lifelong learning, or as introduction to the related fields of anthropology, psychology, sociology, economics, geography, history, and political science.

PROGRAM LEARNING OUTCOMES:

For General Studies Degree Learning Outcomes, see page 35.

Choose 18 units from at least three of the following areas:

ANTH	1, 2, 14, 25
ARCH	3, 4A, 5A
ECE	1, 2, 9
ECON	1A, 1B
GEOG	1A, 1AL, 1B, 2A, 2B, 5, 7, 8
HIST	1A, 1B, 2, 3, 17A, 17B, 25, 35, 38, 40
HUSV	16, 18, 70
POLS	1, 2, 20, 25
PSYC	1A, 5, 14, 15, 17, 20, 25, 41, 46
SOC	1, 2, 3, 15, 25

Sociology

Associate in Arts for Transfer:

SC Program: AA-T.1002

PROGRAM DESCRIPTION: Sociology is a discipline focused on understanding and critically examining relationships in society from multiple perspectives. From the individual level, for example, students in the program will investigate the social causes and consequences of identity and deviant behavior. At the societal level, the discipline explores matters including the growing wealth gap, social inequality, institutions, and social change. From a global level, sociology students can expect to analyze phenomena including population growth, migration, global conflict, and climate change. Sociology is an exciting degree that allows students to pursue a multiplicity of careers and interests including, but not limited to education, social work, politics, law, public administration, international development, marketing, urban and environmental planning, medicine, criminal justice, counseling, and other social service professions. Students in sociology develop and grow skills essential to today's dynamic workplace including critical thinking, data analysis, social/diversity awareness, strong oral and written communication skills, and professional, civic, and ethical responsibility. This degree prepares students for a CSU Baccalaureate Degree in Sociology.

This degree is approved through the California Community College Chancellor's Office. Upon satisfactory completion of all degree requirements and **filing an application for graduation with Admissions and Records**, the student's transcript will reflect completion of this degree.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this degree, the student should be able to:

1. Analyze and interpret the diversity of social experience using a sociological perspective.
2. Assess competing theoretical approaches to societal problems of publics with differing and multiple interests; specify structural or institutional sources of these social problems; and, propose and assess policies, interventions and/or modes of advocacy that will enact positive change.
3. Locate, analyze, assess, and communicate sociological scholarship.
4. Articulate the applicability of and demonstrate ability to employ a range of research strategies - quantitative and qualitative - to particular research questions, theoretical orientations, and social contexts.
5. Demonstrate critical thinking skills by analyzing and evaluating social, political, and/or cultural arguments, across a variety of social phenomenon, through an intersectional lens.
6. Articulate the ethical and social justice implications of sociological inquiry.

REQUIREMENTS:

In addition to the 37-39 unit general education pattern for CSU or IGETC, students must complete the core courses listed below for the Associate in Arts in Sociology for Transfer Degree. Students must also obtain a minimum grade point average of 2.0 and a C or better in each major course, or a "P" if the course is taken on a Pass/No Pass basis.

REQUIRED CORE:

SOC 1*#	Introduction to Sociology	3
SOC 2*#	Social Problems	3
MATH 14*#	Introduction to Statistics (4) OR	
SOC 3*#	Statistics for Behavioral Sciences (3)	

LIST A (Choose six units from the following): 6

HUSV 16*	Marriage and Family (3 units)
PSYC 15*#	Social Psychology (3 units)
PSYC 25	Introduction to Research Methods (3 units)
SOC 25*#	Race, Ethnicity, and Society (3 units)
SOC 30*#	Sociology of Gender (3 units)

LIST B (Choose three units from the following): 3
Any List A or List B course not used above

ANTH 2*#	Cultural Anthropology (3 units)
GEOG 1B*#	Human Geography (3 units)
HUSV 70*	Intro to Social Work and Human Services (3 units)
PSYC 1A*#	General Psychology (3 units)
SOC 15*#	Sociology of Mass Media (3 units)

*May be used to fulfill CSU General Education requirements. See a counselor.

#May be used to fulfill IGETC requirements. See a counselor.

**ASSOCIATE IN ARTS IN SOCIOLOGY FOR
TRANSFER DEGREE REQUIREMENTS:**

Major	18-19
General Education	37-39
General Electives	10-18*

Degree Total Will Not Exceed 60 Units

*Number will vary depending on units that double count.

WATER RESOURCES

Watershed Restoration

Certificate:

SC Program: CL.3421

PROGRAM DESCRIPTION: This certificate provides full-time students as well as professionals related to various agencies and industries an opportunity to obtain knowledge, skills and hands-on training related to the many facets of watershed restoration including regulation, mapping, water quality, data collections, recent advances in erosion control and bio-engineering applications and techniques, and heavy equipment operations.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

7. Apply the newest technologies and practices in erosion control in restoring an ecosystem
8. Apply the latest techniques in bio-engineering applications
9. Select and implement an appropriate method or procedure for monitoring a specific attribute of the environment.
10. Operate and maintain heavy equipment resulting in minimum impact to the watershed.
11. Accurately navigate in the field using maps, compass, a Global Positioning System (GPS). Students will also be able to use GPS for field data collection and Geographic Information Systems (GIS) for data mapping and display.

CERTIFICATE REQUIREMENTS:

AGNR 50	Natural Resources Measurements	4
AGNR 64	Watershed Management and Ecology	3
AGNR 66A	Watershed Restoration Practicum I	1
CONS 46	Equipment Operations and Maintenance	3
CONS 47	Project Construction for Equipment Operations	3

TOTAL UNITS FOR CERTIFICATE 14

Water/Wastewater Treatment

Certificate:

SC Program: CL.3420

PROGRAM DESCRIPTION: This program is designed to provide entry-level training and upgrading for California water and wastewater public and private agency operators. A student seeking introduction into either

water or wastewater fields would benefit by taking the entire course offerings. It is strongly recommended that students complete MATH 101-Basic Algebra and CHEM 2A-Introduction to Chemistry before completing the requirements of the program.

This certificate is approved through the California Community College Chancellor's Office. Upon satisfactory completion of the listed requirements and filing an application for graduation with Admissions and Records, the student's transcript will reflect completion of this certificate.

PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be able to:

1. Assess existing methods in water and wastewater treatment technology.
2. Analyze treatment plant's relationship and responsibility to the community.
3. Evaluate the processes of coagulation, flocculation, sedimentation, filtration, disinfection, and distribution in water treatment.
4. Evaluate the processes of primary sedimentation, oxidation, disinfection, and disposal in wastewater treatment.

CERTIFICATE REQUIREMENTS:

WTT 177	Introduction to Wastewater Treatment	3
WTT 180	Introduction to Water Treatment Tech	3
WTT 181	Intermediate Water Treatment Tech	3
WTT 183	Intermediate Wastewater Treatment	3
WTT 184	Small Water Systems and Distribution	3
WTT 186	Advanced Wastewater Treatment	3

TOTAL UNITS FOR CERTIFICATE 18

Chapter 4: Courses

Course Families

Students are limited to a total of four enrollments within a family.

FAMILY:	COURSES INCLUDED:
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ART FAMILY		
Visual Art Fundamentals	ART 12 ART 13 ART 15 ART 110	Begin. Form, Design and Color Inter. Form, Design and Color Three Dimensional Design Mixed Media: Works on Paper
Drawing	ART 21A ART 21B	Beginning Freehand Drawing Intermediate Freehand Drawing
Figure Drawing	ART 31A ART 31B ART 31C ART 31D	Beginning Figure Drawing Intermediate Figure Drawing Adv. Inter. Figure Drawing Advanced Figure Drawing
Painting	ART 29A ART 29B ART 29C ART 29D	Beginning Painting Intermediate Painting Adv. Intermediate Painting Advanced Painting
Water Media	ART 26A ART 26B ART 26C ART 26D	Beginning Watercolor Intermediate Watercolor Adv. Intermediate Watercolor Advanced Watercolor
Printmaking	ART 50A ART 50B ART 50C	Beginning Printmaking Intermediate Printmaking Advanced Printmaking
Sculpture	ART 55A ART 55B ART 55C	Beginning Sculpture Intermediate Sculpture Advanced Sculpture
Ceramics	ART 35A ART 35B	Beginning Ceramics Intermediate Ceramics
Glass	ART 45 ART 46 ART 57	Beginning Glass Glass Blowing Sculptural Glass
Digital Photography	ART 70A ART 70B ART 70C ART 70D	Beginning Digital Photography Int. Digital Photography Adv. Inter. Digital Photography Advanced Digital Photography
Graphic Design	ART 80A ART 80B	Graphic Design Intermediate Graphic Design

DANCE FAMILY		
Modern Dance	DAN 20A DAN 20B DAN 20C DAN 20D	Beginning Modern Dance Intermediate Modern Dance Adv. Intermediate Modern Dance Advanced Modern Dance
Jazz Dance	DAN 40A DAN 40B DAN 40C DAN 40D	Beginning Jazz Dance Intermediate Jazz Dance Adv. Intermediate Jazz Dance Advanced Jazz Dance
Ballet	DAN 30A DAN 30B DAN 30C DAN 30D	Beginning Ballet Intermediate Ballet Advanced Intermediate Ballet Adv. Ballet, Pointe & Partnering
Choreography	DAN 15 DAN 16	Fundamentals of Choreography Intermediate Choreography

MUSIC FAMILY		
Piano	MUS 22A MUS 22B MUS 22C MUS 22D MUS 64 MUS 65 MUS 66 MUS 67	Beginning Piano Intermediate Piano Advanced Intermediate Piano Advanced Piano Beginning Keyboard Skills Intermediate Keyboard Skills Advanced Inter. Keyboard Skills Advanced Keyboard Skills
Strings	MUS 21A MUS 21B MUS 21C MUS 21D MUS 25A MUS 25B MUS 25C MUS 25D	Beginning Guitar Intermediate Guitar Advanced Intermediate Guitar Advanced Guitar Beginning Strings Intermediate Strings Adv. Intermediate Strings Advanced Strings
Vocal Technique	MUS 29 MUS 30	Beginning Voice Intermediate Voice

PHYSICAL EDUCATION FAMILY		
Fitness and Conditioning	PE 7 PE 8 PE 11 PE 12A PE 12B PE 12C PE 17A PE 17B	Individual Physical Fitness Individual Physical Performance Fundamental Conditioning Beg. Weight Training and Inter. Weight Training and Fitness Adv. Weight Train and Fitness Beginning Yoga Intermediate Yoga
Aquatics	PE 30A PE 30B PE 30C PE 31 PE 35 PE 37	Beginning Swimming Intermediate Swimming Advanced Swimming Aqua Aerobics Lifeguard Training Springboard Diving
Racquet Sports	PE 51A PE 51B PE 51C	Beginning Tennis Intermediate Tennis Advanced Tennis
Individual Sports and Team Sports	PE 60 PE 69 PE 70A PE 70B PE 70C PE 71 PE 72 PE 75	Self-Defense Football Beginning Volleyball Intermediate Volleyball Advanced Volleyball Softball Baseball Basketball

Theater Families continued on next page...

FAMILY:	COURSES INCLUDED:	
THEATRE FAMILY		
Acting	THTR 12	Acting I
	THTR 13	Acting II
	THTR 16	Acting Lab
	THTR 81	Script Analysis and Playwriting
Rehearsal and Performance	*THTR 23	Mainstage Production I
	*THTR 26	Mainstage Production II
	*THTR 70	Repertory Theatre
	*THTR 74	Repertory Theatre – Technical
Musical Theatre	*THTR 50	Rehearsal and Performance
Theatre Practicum	THTR 29	Directing
	*THTR 41	Theatre Laboratory
	*THTR 42	Technical Stage Production
Theatre Studies	THTR 30	Stagecraft
	THTR 34	Makeup
	THTR 38	Makeup Lab
*Variable unit course. When the student enrolls in this course (regardless of the unit value), it is counted as one of the four enrollments for the Family. The course can also be taken up to the maximum number of units stated for that specific course; the subsequent enrollments will not count towards the limit of four enrollments for the Family.		

Course Descriptions

A

ACCOUNTING (ACCT)

See Also: BSOT, BUAD, CIS

ACCT 2 INTRODUCTION TO FINANCIAL ACCOUNTING – 4 Units

Advisory: ENGL 190 or BUAD 166 with a grade of C or higher, or English Placement Level 6 or higher; and MATH 240 or MATH 260 with a grade of C or higher, or Math Placement Level 2 or higher.

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

C-ID: ACCT 110

This course is the study of accounting as an information system, examining why it is important and how it is used by investors, creditors and others to make decisions. The course covers the accounting information system, including recording and reporting of business transactions with a focus on the accounting cycle, the application of generally accepted accounting principles, the financial statements, and financial statement analysis. It also includes issues related to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, and ethics. This course may be offered in a distance education format. (CSU/UC transferable)

ACCT 4 INTRODUCTION TO MANAGERIAL ACCOUNTING – 4 Units

Prerequisite: ACCT 2 with a grade of C or higher

Advisory: MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher; and BSOT 10 with a grade of C or higher, or proficiency in creating, editing, formatting and printing spreadsheets using Excel.

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

C-ID: ACCT 120

This course is the study of how managers use accounting information in decision-making, planning, directing, and controlling operations. The course focuses on cost terms and concepts, cost behavior, cost structure, and cost-volume-profit analysis. Topics include issues relating to cost systems, cost control, profit planning, and performance analysis in manufacturing and service environments. This course may be offered in a distance education format. (CSU/UC transferable)

ACCT 101 BASIC ACCOUNTING I – 3 Units

Class Hours: 45 lecture/27 lab total (when offered in the distance education format, hours will total 162)

A beginning course based on the double-entry bookkeeping system with an emphasis on a procedural approach. Topics include the accounting cycle, transaction analysis (rules of debits and credits), journalizing, posting, worksheets, preparation of financial statements, adjusting, closing and reversing entries, petty cash, bank reconciliations, special journals, accounts receivable, accounts payable, and basic payroll procedures. This course is not transferable to a four-year college or university. This course may be offered in a distance education format.

ACCT 102 BASIC ACCOUNTING II – 3 Units

Prerequisite: ACCT 101 or ACCT 2 with a grade of C or higher

Class Hours: 45 lecture/27 lab total (when offered in the distance education format, hours will total 162)

This course is a continuation of Basic Accounting I, maintaining the procedural approach. Topics include: accounting for notes payable, notes receivable, inventories, fixed assets, partnerships, corporations, long-term debt, and cash flows. This course is not transferable to a four-year college or university. This course may be offered in a distance education format.

ACCT 103 PC ACCOUNTING – 2 Units

Prerequisite: ACCT 101 or ACCT 2 with a grade of C or higher

Note: Students must have access to Microsoft Excel as all assignments are submitted using Excel.

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 108)

This course emphasizes the major areas of a computerized accounting system and provides the student with hands-on opportunity to determine

procedures, analyze transactions, enter data and print reports related to the general ledger, depreciation, accounts receivable, accounts payable, payroll, financial statements, financial statement analysis and inventory control. This course may be offered in a distance education format.

ACCT 104 PAYROLL ACCOUNTING – 2 Units

Grading: Pass/No Pass Option

Prerequisite: ACCT 101 or ACCT 2 with a grade of C or higher

Class Hours: 27 lecture/27 lab total (when offered in the distance education format, hours will total 108)

This course emphasizes the methods of computing wages and salaries, the methods of keeping records, and the preparation of government reports. This course is designed to provide training in the complexities of payroll accounting for vocational purposes. This course may be offered in a distance education format.

ACCT 194 INCOME TAX – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is a basic course in income tax law intended to acquaint students with provisions of Federal and State Income Tax Law. It is designed for individuals or the small business owner wanting to become better acquainted with the handling and processing of income tax returns and recent tax laws and developments. This course may be offered in a distance education format.

ADAPTIVE STUDIES (ADAP)

See CALS for course listings

ADMINISTRATION OF JUSTICE (ADJU)

ADJU 10 INTRODUCTION TO ADMINISTRATION OF JUSTICE – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AJ 110

A critical thinking exploration of historical and contemporary issues in administration of justice. This includes the study and analysis of the core principles and components of the American criminal justice system (police, courts, and corrections), the evolution of administration of justice, criminal behavior theory, crime categories, policing models, challenges in policing, and career opportunities. This course may be offered in a distance education format. *(CSU/UC transferable)*

ADJU 15 CONCEPTS OF CRIMINAL LAW – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AJ 120

This course offers an analysis of the doctrines of criminal liability in the United States and the classification of crimes against persons, property, morals, and public welfare. Special emphasis is placed on the classification of crime, the general elements of crime, the definitions of common and statutory law, and the nature of acceptable evidence. This course utilizes case law and case studies to introduce students to criminal law. The completion of this course offers a foundation upon which upper-division criminal justice courses will build. The course will also include some limited discussion of prosecution and defense decision making, criminal culpability, and defenses to crimes. This course may be offered in a distance education format. *(CSU/UC transferable)*

ADJU 16 LEGAL ASPECTS OF EVIDENCE – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AJ 124

This course covers the origin, development, and philosophy of evidence; kinds and degrees of evidence and rules governing admissibility; and judicial decisions interpreting individual rights, search and seizure, the case study approach, privileged communication, and witness competency. This course is required for Administration of Justice majors. This course may be offered in a distance education format. *(CSU transferable)*

ADJU 17 PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AJ 122

This course includes a study of California and Federal court systems; detailed analysis of all aspects of the criminal justice system, especially identifying functions and relationships between the various sub-systems procedures from incident to final disposition; and the function of constitutional, federal, state, and civil law as it applies to and affects criminal justice. This course is required for Administration of Justice majors. This course may be offered in a distance education format. *(CSU/UC transferable)*

ADJU 18 COMMUNITY RELATIONS & MULTICULTURAL ISSUES FOR LAW ENFORCEMENT – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AJ 160

This course examines the complex, dynamic relationships between communities and the justice system in addressing crime and conflict with emphasis on the challenges and prospects of administering justice within a diverse, multicultural population and the roles played by race, ethnicity, gender, religion, sexual orientation, age, social class, culture, and justice professionals in shaping relationships within the justice system. Special topics include crime prevention, restorative justice, conflict resolution, and pure justice. Required for Administration of Justice majors. This course may be offered in a distance education format. *(CSU/UC transferable)*

ADJU 20 PRINCIPLES OF INVESTIGATION – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AJ 140

This course addresses the evolution of investigation, techniques, procedures, and ethical issues in the investigation of crime, including organization of the investigative process, crime scene searches, interviewing and interrogating, surveillance, source of information, utility of evidence, scientific analysis of evidence, and the role of the investigator in the trial process. This course is required for Administration of Justice majors. This course may be offered in a distance education format. *(CSU transferable)*

ADJU 21 POLICE FIELD OPERATIONS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

In this course, students will explore theories, philosophies, and concepts related to the role and expectations of the line enforcement officer. Emphasis is placed upon the patrol, traffic, public service responsibilities, and their relationship to the administration of justice system. This course may be offered in a distance education format. *(CSU transferable)*

ADJU 22 JUVENILE PROCEDURES – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AJ 220

This course covers the organization, function, and jurisdiction of juvenile agencies; the processing and detention of juveniles; juvenile case disposition; and juvenile status and court procedures. This course may be offered in a distance education format. *(CSU transferable)*

ADJU 23 CAREER PLANNING FOR ADMINISTRATION OF JUSTICE – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to acquaint students with current employment techniques and standards in multiple areas of the Administration of Justice field. Students will be exposed to multi-agency recruiting, testing and hiring practices. Students will learn to identify personal challenges regarding these practices and will be instructed as to how to seek out and

obtain possible solutions to these problems. This course may be offered in a distance education format. *(CSU transferable)*

ADJU 26 COURTROOM TESTIMONY AND REPORT WRITING – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

Provides practical instruction and experience in the proper techniques of report writing and presentation of courtroom evidence. Major emphasis will include the correct writing process, spelling, main elements of a report, report content, as well as important aspects of courtroom testimony. Required for Administration of Justice majors. This course may be offered in a distance education format. *(CSU transferable)*

ADJU 30 WILDLIFE LAW ENFORCEMENT - 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

In this course students will develop an understanding of the practice of wildlife enforcement. Students will analyze various wildlife enforcement situations and learn to apply management techniques to properly and safely protect our wildlife populations. This course may be offered in a distance education format. *(CSU transferable)*

ADJU 40 INTRODUCTION TO CORRECTIONS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AJ 200

This course will provide a history of and critical analysis of punishment, the various types of punishment, alternatives to punishment, and the impact of punishment on the criminal justice system, corrections, a critical examination of the types of correctional institutions and the clients housed in each institution, and an examination of contemporary correctional issues. This course may be offered in a distance education format. *(CSU transferable)*

ADJU 45 CRIMINAL STREET GANGS – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course will explore historical developments, origins, philosophy, current trends, and activities in criminal street gangs within California; explore areas of violence, recruitment, drug use, graffiti, and attire; emphasis placed on organization within gangs and racial backgrounds including types of solutions used in the criminal justice system to combat street gangs. This course may be offered in a distance education format. *(CSU transferable)*

ADJU 46 NARCOTIC AND DRUG ABUSE – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course will explore the Administration of Justice system and the development of drug policy and drug problems. This will include drug identification, drug user recognition, drug effects, narcotic enforcement, drug prosecution, and drug treatment, rehabilitation and education. This course may be offered in a distance education format. *(CSU transferable)*

ADJU 59 RESTORATIVE JUSTICE – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides an exploration of restorative justice. The history, philosophy, and strategies of restorative justice are critically examined, prevailing assumptions about crime and justice are challenged, and retributive and restorative approaches are compared and contrasted. Particular attention is paid to the importance of values and relationships in restorative justice and the impact of the Civil Rights movement. Concepts such as crime, punishment, and justice are juxtaposed to ideas of harms and healing. The importance of the roles of victims, offenders, community, social and human services, psychological resources, police, corrections, and other governmental institutions are examined. Local, state, U.S., and international examples and expressions of restorative justice programs are discussed. Consideration is given to evaluation and assessment of restorative justice initiatives, as well as attempts to co-opt restorative justice for purposes inconsistent with the philosophy. This

course may be offered in a distance education format. *(CSU transferable)*

ADJU 94 ADMIN. OF JUSTICE WORKSITE LEARNING – 1-8 Units

Grading: Pass/No Pass Option

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Administration of Justice Vocational Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved administration of justice job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. *(CSU transferable)*

ADJU 100 P.C. 832 ARREST COURSE – 2 Units

Grading: Pass/No Pass Option

Notes:

1. This course does not include P.C. 832 Firearms Training. Students wishing to receive such training need to concurrently enroll in ADJU 102 (ADJU 102 requires Live Scan fingerprint submission and DOJ clearance letter)
2. This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 40 lecture total

This is a 40-hour course designed to satisfy the requirement for Peace Officers, identified in Sections 830.10 and 830.11 of the Penal Code. This course is the first of two components of the PC 832 Academy. Subjects include orientations, ethics, discretionary decision-making, arrest, search, seizure, communications, and examination. In order to meet P.O.S.T.'s minimum arrest techniques requirements, this course involves stressful physical activities that require full use of arms and legs with no back or other medical impairments. A DOJ Clearance Letter is not required for this course.

ADJU 102 P.C. 832 FIREARMS – .5 Units

Grading: Pass/No Pass Option

Prerequisite: ADJU 100 with a grade of C or higher

Notes:

1. Prior to being admitted to the shooting range, students must provide the Program Coordinator or Director of SHIELD with a Department of Justice Clearance Letter stating that they are not of a class of persons prohibited from possessing a concealable firearm and do not have active restraining orders against them. To obtain this, students must have their fingerprints taken (Live Scan) at the local police/sheriff's department and pay a fee for the search and services. This is not required for students sponsored by a law enforcement agency, provided the agency is willing to state such on department letterhead. Information on how to fill out the Live Scan request for service form can be obtained from the AOJ Office or the Registration office. No other background checks will suffice for this mandate. If the Clearance Letter is not provided, the student will be dropped from this course.
2. On the first day of class and prior to instruction, students are required to read and sign the safety policies and procedures set forth by the Shasta County Peace Officers' Association, SHIELD, and Shasta College. The student's signature is an acknowledgment they have read the policies and procedures and fully understand them.
3. The first meeting is a full day in the classroom and the last two full days will be on the shooting range. Students must each provide their own firearm, ammunition, holster, utility belt, magazines or speed loaders and the appropriate holders, eye and ear protection, and a handgun cleaning kit made for their firearm type. There will be no sharing of firearms. Firearms are only allowed on the range and NOT in the classroom. All firearms and equipment must be approved by the Range Master.

4. This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 27 lab total

This course meets all the requirements of Section 832 of the California Penal Code and the California Commission on Peace Officer Standards and Training (POST). The PC 832 Arrest and Firearms Course (PC 832 Course) is the minimum training standard for California peace officers as specified in Commission Regulation 1005. This course is the second of two components of the PC 832 Academy. Any position where the officer is required to have a firearm in their possession, or have access to one in the performance of their official duties, requires this training. Students must first successfully pass ADJU 100, PC 832 Arrest Course before being eligible to enroll in this course.

ADJU 106 DOMESTIC AND SEXUAL VIOLENCE INTERVENTION – 4 Units

Grading: Pass/No Pass Option

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

This course covers the history, causes and dynamics of domestic violence and sexual assault. It will also cover existing laws and regulation in California with regards to sexual assault and domestic violence. Incident impact on individuals, family structure and the community will be discussed. The course is specifically designed to provide training to those who may become involved in crisis intervention and sexual assault and domestic violence victim advocacy, as well as those pursuing a career in law enforcement, education or social services. This course may be offered in a distance education format.

ADJU 155 POST PERISHABLE SKILLS RE-CERTIFICATION TRAINING – 0.5-8 Units

Grading: Pass/No Pass Only

Limitation on Enrollment: This course is limited to full-time, sworn peace officers in the state of California.

Class Hours: 9-144 lecture total

This course is intended to meet the State of California Commission on Peace Officer Standards and Training (P.O.S.T.) perishable skills training needs of full-time, sworn peace officers as well as provide Continued Professional Training (CPT). Students maintain and build upon their existing skills, including knowledge in officer safety, firearms training, arrest and control techniques, use of force, de-escalation, force options simulator (FOS) training, and legal update training.

ADJU 160 ADULT CORRECTIONS OFFICER CORE COURSE – 8 Units

Grading: Pass/No Pass Option

Notes:

1. This course meets or exceeds Standards and Training for Corrections' minimum training requirements for entry-level adult correctional officers.
2. Students must be at least 18 years of age and have a High School Diploma or GED in order to enroll in this course.
3. Students must submit to and successfully pass a LIVESCAN background check in order to register for this course.
4. Appropriate attire is required for all physical training.
5. Students need to be prepared for the rigor of the physical conditioning and defensive tactics training. Pre-existing medical conditions may interfere with successful completion of these sections and/or the course.

Class Hours: 126 lecture/54 lab total

This Adult Corrections Officer Basic Core (COBC) course presents the required training for entry-level correctional officers as mandated by the Standards and Training for Corrections (STC), a state regulatory agency. Topics include criminal procedure, interviewing and counseling techniques, defensive tactics, public relations, oral and written communications, classifications and housing of inmates, court testimony, and indicators of psychological problems. This course meets or exceeds Standards and Training for Corrections' minimum training requirements for entry level adult correctional officers.

ADJU 161 JUVENILE CORRECTIONS OFFICER CORE COURSE – 7.5 Units

Grading: Pass/No Pass Option

Notes:

1. This course meets or exceeds Standards and Training for Corrections' minimum training requirements for entry-level juvenile correctional officers.
2. Students must be at least 18 years of age and have a High School Diploma or GED in order to enroll in this course.
3. Students must submit to and successfully pass a LIVESCAN background check in order to register for this course.
4. Appropriate attire is required for all physical training.
5. Students need to be prepared for the rigor of the physical conditioning and defensive tactics training. Pre-existing medical conditions may interfere with successful completion of these sections and/or the course.

Class Hours: 117 lecture/54 lab total

This Juvenile Correctional Officer (JCO) CORE course presents the required training for entry-level juvenile corrections officers as mandated by the Standards and Training for Corrections (STC), a state regulatory agency, and is designed to meet STC regulations for entry-level training of county Juvenile Detention Officer staff. This is an intensive course designed for new Juvenile Detention Officers or the individual interested in a career in juvenile corrections. Topics include the California criminal justice system, professionalism and ethics, defensive tactics, report writing, communication, maintaining security, evidence-based practices, behavioral health issues, gangs, and physical conditioning. This course is designed to provide practical, hands-on training in defensive tactics and restraint techniques, and participants in this course will engage in physically demanding classroom training exercises that include a risk of injury to the participants. Students must provide a medical clearance to participate in the academy physical conditioning program and physical performance tests. Upon completion of the course, all students will receive a SHIELD/Shasta College STC Certificate of Completion and a grade submitted for their college transcripts.

ADJU 301 PC 832 ARREST COURSE – 0 Units

Grading: Pass/No Pass Only

Notes:

1. This course does not include P.C. 832 Firearms Training. Students wishing to receive such training need to concurrently enroll in ADJU 302 (ADJU 302 requires Live Scan fingerprint submission and DOJ clearance letter).
2. With regard to the Arrest and Control component, every attempt will be made to accommodate students with preexisting medical conditions. Those with preexisting medical conditions, including pregnancy, which they feel may hinder their ability to perform the exercises during defensive tactics training, are strongly encouraged to speak with administrative support or the instructor prior to enrolling in this course.

Class Hours: 30 lecture/10 lab total

This is a 40-hour course designed to satisfy the requirement for Peace Officers, identified in Sections 830.10 and 830.11 of the Penal Code. This course is the first of two components of the PC 832 Academy. Subjects include orientations, ethics, discretionary decision-making, arrest, search, seizure, communications, and examination. In order to meet P.O.S.T.'s minimum arrest techniques requirements, this course involves stressful physical activities that require full use of arms and legs with no back or other medical impairments. A DOJ Clearance Letter is not required for this course.

ADJU 302 PC 832 FIREARMS – 0 Units

Grading: Pass/No Pass Only

Limitation on Enrollment: Students must be 18 years of age or older to take this course.

Notes:

1. Prior to being admitted to the shooting range, students must provide the Program Coordinator or Director of SHIELD with a Department of Justice Clearance Letter stating that they are not of a class of persons prohibited from possessing a concealable firearm and do not have active restraining orders against them. To obtain this, students must have their fingerprints taken (Live Scan) at the local police/sheriff's department and pay a fee for the search and services. This is not required for students sponsored by a law enforcement agency, provided the agency is willing to state such on department letterhead. Information on how to fill out the Live Scan

request for service form can be obtained from the AOJ Office or the Registration office. No other background checks will suffice for this mandate. If the Clearance Letter is not provided, the student will be dropped from this course.

- On the first day of class and prior to instruction, students are required to read and sign the safety policies and procedures set forth by the Shasta County Peace Officers' Association, SHIELD, and Shasta College. The student's signature is an acknowledgment they have read the policies and procedures and fully understand them.
- The first meeting is a full day in the classroom and the last two full days will be on the shooting range. Students must each provide their own firearm, ammunition, holster, utility belt, magazines or speed loaders and the appropriate holders, eye and ear protection, and a handgun cleaning kit made for their firearm type. There will be no sharing of firearms. Firearms are only allowed on the range and NOT in the classroom. All firearms and equipment must be approved by the Range Master.

Class Hours: 8 lecture/16 lab total

This course meets all the requirements of Section 832 of the California Penal Code and the California Commission on Peace Officer Standards and Training (POST). The PC 832 Arrest and Firearms Course (PC 832 Course) is the minimum training standard for California peace officers as specified in Commission Regulation 1005. This course is the second of two components of the PC 832 Academy. Any position where the officer is required to have a firearm in their possession, or have access to one in the performance of their official duties, requires this training.

ALCOHOL AND DRUG STUDIES (ADS)

ADS 10 INTRODUCTION TO ADDICTION STUDIES – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides a historical and sociological perspective on the use, abuse, and social control of drugs associated with substance use disorder. Included are overviews of the biopsychosocial nature of addiction, the impact of addiction on children, families and society, contemporary treatment and prevention approaches, and the addiction counseling profession. This course may be offered in a distance education format. (CSU transferable)

ADS 12 BASIC ADDICTION COUNSELING SKILLS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is an introduction to the basic skills and techniques of counseling for addiction counselors. This course describes characteristics of an effective counselor, explores several theoretical models of counseling, and assists the individual to develop skills in active listening, building trust, reflecting feelings and content, and using motivational interviewing techniques. This course may be offered in a distance education format. (CSU transferable)

ADS 13 GROUP COUNSELING FOR TREATMENT AND RECOVERY – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is an introduction to group facilitation skills within the context of treatment for substance use disorder (SUD). Focus will be on group dynamics, interpersonal and intrapersonal processes and group facilitation skills. It prepares students for competence in group and family addiction treatment facilitation as required by the California Association for Drug/Alcohol Educators (CAADE). (CSU transferable)

AG – AGRICULTURE BUSINESS (AGAB)

AGAB 51 AGRICULTURE ACCOUNTING – 3 Units (formerly AGRI 51)

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AG-AB 128

This course covers the study of the principles of agricultural accounting systems and types of records, their use and how to compute and use measures of earning and cost of production to improve agribusiness efficiency. It includes compiling a depreciation record, financial statement, simple accounting, and obtaining credit; it also includes application of these concepts and methods through hands-on projects developing computer-based solutions for agriculture business. This course may be offered in a distance education format. (CSU transferable)

AGAB 53 INTRODUCTION TO AGRICULTURE BUSINESS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AG-AB 104

This course provides a basic understanding of the business and economics of the agricultural industry; an introduction to the economic aspects of agriculture and their implications to the agricultural producer, consumer and the food system; management principles encountered in the day to day operation of an agricultural enterprise as they relate to the decision making process. This course may be offered in a distance education format. (CSU/UC transferable)

AGAB 54 AGRICULTURE ECONOMICS – 3 Units (formerly AGRI 54)

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AG-AB 124

This course includes an introduction to economic and business principles as they relate to resource management. The focus of the course will be to relate economic theories and basic economic concepts and principles to applied agri-business and resource management problem solving. Students will explore problems of agriculture, pricing and marketing, factors of production, and state and federal farm programs affecting farmer's economic position. This course may be offered in a distance education format. (CSU transferable)

AG – ANIMAL SCIENCE (AGAS)

AGAS 10 LIVESTOCK SELECTION – 3 Units (formerly AGRI 10)

Grading: Pass/No Pass Option

Prerequisite: AGAS 19 with a grade of C or higher

Note: Field trips to area ranches may be taken.

Class Hours: 36 lecture/54 lab total

A course designed to evaluate and select desirable production livestock. Animal genetics, performance records, grading and meat quality characteristics will be discussed as important tools in selection. The majority of lab time will be spent judging live animals. (CSU/UC transferable)

AGAS 11 LIVESTOCK FEEDING AND NUTRITION – 3 Units (formerly AGRI 11)

Grading: Pass/No Pass Option

Class Hours: 54 lecture total

A study of the digestive physiology of farm animals and their utilization of the basic nutrients, feedstuffs, and feed additives. Common feeds in Northern California will be used to blend practical farm rations for beef, dairy, sheep, goats, swine, and horses. Time will be allotted to cost analysis of commercial feeds and least-cost computer ration programs. (CSU transferable)

AGAS 15 ARTIFICIAL INSEMINATION – 1 Unit (formerly AGRI 15)

Grading: Pass/No Pass Option

Class Hours: 9 lecture/27 lab total

This course is designed to familiarize students with basic techniques of Artificial Insemination in cattle. Demonstration and hands-on involvement will include: synchronization, handling of semen, livestock handling, and breeding techniques. (CSU transferable)

AGAS 19 PRINCIPLES OF ANIMAL SCIENCE – 3 Units (formerly AGRI 19)

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total

C-ID: AG-AS 104

This course is an introduction to the principles of animal science

presented in terms of an animal's biological cycle of production. Topics will include basic nutrition, genetics, reproduction, and animal health relating to domestic farm animals. In addition to investigating modern production practices, the impact of animal agriculture upon mankind and the environment will also be considered. The weekly lab session will be devoted to investigating the basic management practices associated with each livestock species. *(CSU transferable)*

AGAS 30 LIVESTOCK PRODUCTION – 3 Units

Class Hours: 36 lecture/54 lab total

This course is a study of the principles and practices of purebred and commercial swine, sheep, and beef cattle production throughout California, the United States, and the world. Emphasis will be placed on the importance of breeds, breeding principles, selection, nutrition, environmental management, health, marketing, and record keeping to ensure scientifically-based management decisions and consumer product acceptance. *(CSU transferable)*

AG – ENVIRONMENTAL HORTICULTURE (AGEH)

AGEH 10 PLANT IDENTIFICATION AND USAGE – 3 Units

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

C-ID: AG-EH 112 L

This course teaches identification, growth habits, culture and ornamental use of commonly used landscape plants adapted to climates of California. Plant materials from our local region will be emphasized. This course is required for an AA or AS degree in Environmental Horticulture. This course may be offered in a distance education format. *(CSU transferable)*

AGEH 22 NURSERY PRACTICES AND PLANT PROPAGATION – 2 Units (formerly HORT 22, HORT 32A)

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 54 for the lecture portion of the class and an additional 54 hours of lab, totaling 108 hours for this course)

C-ID: AG-EH 116 L (with AGEH 23)

This course is required for all Environmental Horticulture majors. The methods and principles used in the propagation of plants, including both sexual and asexual propagation will be demonstrated and practiced. Other topics related to successful plant propagation such as soil media preparation, the growing environment, transplanting and potting, disease and insect control, irrigation, and fertilization will also be covered. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGEH 23 NURSERY PRACTICES AND MANAGEMENT – 2 Units (formerly HORT 23, HORT 32B)

Grading: Pass/No Pass Option

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 54 for the lecture portion of the class and an additional 54 hours of lab, totaling 108 hours for this course)

C-ID: AG-EH 116 L (with AGEH 22)

This is required for all Environmental Horticulture majors. This hands-on course will cover production schedules, marketing strategies, customer service, product displays, greenhouse and nursery management, and much more. Best practices and economic feasibility will be emphasized. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGEH 26 INTEGRATED PEST MANAGEMENT IN ENVIRONMENTAL HORTICULTURE – 3 Units (formerly HORT 26, AGRI 26)

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

C-ID: AG-EH 120 X

Exploration, identification, and control of major horticultural pests, including insects, weeds, and diseases; impact of pests on commercial nursery crops and the landscape is also discussed. Integrated pest management, including cultural, biological, mechanical/physical, and chemical control methods is emphasized. This course is designed to assist students in preparing for California licensing examines in pest management. Laboratory work is required. This course may be offered in a distance education format. (C-ID AG-EH 120L). *(CSU transferable)*

AGEH 31 LANDSCAPE IRRIGATION – 3 Units

(formerly HORT 31, AGRI 31)

Grading: Pass/No Pass Option

Advisory: MATH 100 with a grade of C or higher, or Math Placement Level 3 or higher; and ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

C-ID: AG-EH 144 X

This is a study of water hydraulics, irrigation systems design, and installation procedures and irrigation scheduling. Techniques in the operation and maintenance of irrigation systems will also be presented. Emphasis will be placed on residential design and installation, but commercial design and installation will be covered. This course is required for all Environmental Horticulture majors. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGEH 33 ENVIRONMENTAL HORTICULTURE – 3 Units (formerly HORT 33, AGRI 33)

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AG-EH 104 X

Environmental horticulture provides students with an understanding of how various aspects of the environment relate to plant growth and how human horticultural practices can influence the environment. This course explains the basic principles of botany and horticulture. Topics include plant structure, growth, physiology, and reproduction; climate, soil, and ecology; plant problems, including pests, diseases, and effects of pollution; plant genetics and human-manipulated plants; and the world food picture. This course is useful for plant scientists, horticulturists, and those seeking science credits, and is required for first-year Environmental Horticulture Majors. This course may be offered in a distance education format. *(CSU/UC transferable)*

AGEH 35 LANDSCAPE DESIGN - 3 Units (formerly HORT 35, AGRI 35)

Grading: Pass/No Pass Option

Prerequisite: AGEH 10 with a grade of C or higher, or AGNR 6 with a grade of C or higher

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

This course is a requirement for all Environmental Horticulture majors. This course emphasizes the process leading to the development of the residential design. The incorporation of design principles i.e. unity, rhythm, repetition, balance, etc. and how the principles are used to create a functional and pleasing composition with plant material and other landscape elements will be stressed. Emphasis is on residential design, both rural and suburban. The lecture portion of this course may be offered in a distance education format. *(CSU/UC transferable)*

AGEH 38 LANDSCAPE AND TURF MANAGEMENT – 3 Units (formerly HORT 38, AGRI 38)

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher; and MATH 220 with a grade of C or higher, or Math Placement Level 1 or higher

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

C-ID: AG-EH 128 X

This is a required course for Environmental Horticulture majors. The installation of lawns, groundcovers, shrubs and trees will be covered. The practices of pruning, trimming, mowing, watering, fertilizing, and pesticide application as applied to landscape management of home, parks, highways, and how to estimate and bid in all areas of landscape management will also be covered. This course may be offered in a distance education format. *(CSU transferable)*

AGEH 50 INTRODUCTION TO TREE CARE AND URBAN FORESTRY – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: AG-EH 130 000 X

This course covers the principles of urban forestry, arboriculture careers,

and tree care. Topics will include: tree biology, tree identification, plant health care, soils, nutrition, planting, worker safety, climbing, pruning, tree care tools, and safety equipment. This course prepares the student with the knowledge necessary to obtain a Certified Arborist designation through the International Society of Arboriculture. This course may be offered in a distance education format. *(CSU transferable)*

AGEH 52 LANDSCAPE CONSTRUCTION – 3 Units

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

C-ID: AG-EH 132 X

This course covers the fundamentals of landscape construction, including soil preparation, paving and construction materials, hand and power tool use, turf and plant installation, plan reading, and estimating and bid preparation. Other topics include local codes, state requirements, and new technologies. This course covers much of the information needed to pass the C-27 Landscaping Contractor's License exam. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGEH 60 MASTER GARDENER TRAINING) – 3 Units (formerly HORT 60)

Grading: Pass/No Pass Option

Advisory: ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is the training course for the Master Gardener Program, a community service organization designed to relay research based horticultural information to the home gardener. The Master Gardener program was developed by the University Cooperative Extension to train interested horticultural enthusiasts to assist local gardeners in diagnosing plant problems and to provide science based information for keeping home landscapes and the environment healthy. The University of California has agreed to let Shasta College use their training materials which are provided through this class. Topics covered in this course include pesticide use, IPM, weed identification and management, pruning, plant diseases, soils, fertilizers, growing vegetables, native plants, vermiculture, watering and many other plant related topics. This is a required course for anyone interested in obtaining a UC Extension certification as a Shasta College Master Gardener. This course may be offered in a distance education format. *(CSU transferable)*

AGEH 61 PLANT PROTECTION MATERIALS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 162 total hours (distance education delivery format only)

Course will cover pesticide laws and regulations, risks, benefits and mode of action, safe and responsible use, toxicology, and environmental issues related to the use of all agricultural chemicals. Fertilizers, plant growth regulators, defoliant, antimicrobials and other new generation pesticides will be discussed. Sustainable practices will be emphasized and examples used to generate students ability to solve pest problems and formulate integrated pest/agricultural management plans. This course may be offered in a distance education format. *(CSU transferable)*

AGEH 71 ORGANIC GARDENING PRACTICES (SUMMER) – 1 Unit (formerly HORT 71)

Grading: Pass/No Pass Option

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 27 for the lecture portion of the class and an additional 27 hours of lab, totaling 54 hours for this course)

This course is an introduction to Organic Gardening. It includes summer crops, irrigation, pests and cultural practices for growing a summer garden. Students will be planting crops for the season and encouraged to start their own garden plot. *(CSU transferable)*

AGEH 94 HORTICULTURE WORKSITE LEARNING – 1-8 Units (formerly HORT 94)

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Horticulture Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved

horticulture job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. *(CSU transferable)*

AGEH 120 SELECTED TOPICS IN ENVIRONMENTAL

HORTICULTURE: PRUNING – 0.5 Units

(formerly HORT 120, HORT 128E, AGRI 128E)

Grading: Pass/No Pass Option

Class Hours: 9 lecture total

This is a basic course in pruning techniques of ornamental plants, and the specific categories of flower-bearing and fruit-bearing trees, shrubs, and vines. The focus of this short course is to teach the student why plants are pruned, when plants should be pruned and how plants are pruned.

AGEH 130 INTRODUCTION TO NATIVE PLANTS – 1 Unit

(formerly HORT 130, AGRI 130)

Grading: Pass/No Pass Option

Note: Includes one local plant collection field trip.

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

Covers use of California Native plants in the landscape, as well as the identification, collection, and propagation of native and non-native drought tolerant plants used in the landscape. This course may be offered in a distance education format.

AG - EQUINE (AGEQ)

AGEQ 12 HORSEMANSHIP – 3 Units (formerly AGRI 12)

Grading: Pass/No Pass Option

Note: Students must provide their own horse

Class Hours: 36 lecture/54 lab total

This course is designed for those interested in learning to ride and handle horses. Includes basic equitation, proper seat and hands, tack identification and use, and basic care and grooming of the pleasure horse. *(CSU transferable)*

AGEQ 13 EQUINE SCIENCE – 3 Units (formerly AGRI 13)

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total

This course teaches the study of horse production practices including breed types, selection, conformation, nutrition, breeding and disease. Emphasis will be placed on general health care and how to detect health problems. Equine science will be emphasized to ensure scientifically based management decisions. *(CSU/UC transferable)*

AGEQ 21 HORSE MANAGEMENT – 3 Units

(formerly AGRI 21, AGRI 115)

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total

This course is an intensive study of the horse industry including factors for career success. This course will provide students an understanding of management considerations to be better prepared for running and/or managing an equine enterprise. Topics covered are horse facilities, health care, equipment and tack, trailering horses, conditioning, pasture management, and managing the stalled horse. *(CSU transferable)*

AG – GENERAL AGRICULTURE (AG)

AG 1 CAREER PLANNING FOR AGRICULTURE – 2 Units

(formerly ENVR 1)

Grading: Pass/No Pass Option

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course explores career opportunities and requirements in Agriculture, Agriculture Business, Equine Science, Environmental Horticulture, and Veterinary Technology. Students will learn how to apply for jobs. Traits of highly successful people will be explored by formal presentation and interactive assignments. Environmental awareness and interrelationships with career success will be covered.

This course may be offered in a distance education format. (CSU transferable)

AG 6 CAREER PLACEMENT – AG AND NATURAL RESOURCES – 1 Unit (formerly AGRI 6)

Grading: Pass/No Pass Option

Note: Designed for students concurrently completing or who have completed the core course requirements in agriculture, horticulture, and natural resources majors. This course may require a multi-day, overnight field trip to survey the industry.

Class Hours: 18 lecture total

This class is designed to give students an overview of the California agriculture, horticulture, and natural resources industry and assist in obtaining the best possible employment during the summer and upon graduation. Students will learn interview techniques, will develop an employment portfolio, and will learn how to apply for jobs. This class is required for all agriculture, horticulture, and natural resources majors. (CSU transferable)

AG 9A AGRICULTURE AND NATURAL RESOURCES LEADERSHIP I – 1 Unit (formerly AG 9, ENVR 9)

Grading: Pass/No Pass Option

Note: Required field trips

Class Hours: 9 lecture/27 lab total

The course is designed to develop leadership qualities in students. "Hands-on" techniques will be used to facilitate problem solving, cooperative work ethics, developing initiative, managing and organizing information, flexible thinking and effective questioning. Practical experience in conducting business as a group will be gained by participation. (CSU transferable)

AG 9B AGRICULTURE AND NATURAL RESOURCES LEADERSHIP II – 1 Unit

Grading: Pass/No Pass Option

Note: Required field trips

Class Hours: 9 lecture/27 lab total

The course is designed to develop leadership qualities in students. "Hands-on" techniques will be used to facilitate problem solving, cooperative work ethics, developing initiative, managing and organizing information, flexible thinking and effective questioning. Practical experience in conducting business as a group will be gained by participation. (CSU transferable)

AG 9C AGRICULTURE AND NATURAL RESOURCES LEADERSHIP III – 1 Unit

Grading: Pass/No Pass Option

Note: Required field trips

Class Hours: 9 lecture/27 lab total

The course is designed to develop leadership qualities in students especially as it relates to understanding personality types. Students will develop public speaking skills for prepared and extemporaneous topics and will analyze current trends, regulations and policies around agriculture and natural resource topics. (CSU transferable)

AG 9D AGRICULTURE AND NATURAL RESOURCES LEADERSHIP IV – 1 Unit

Grading: Pass/No Pass Option

Note: Required field trips

Class Hours: 9 lecture/27 lab total

The course is designed to develop leadership qualities in students. Students will develop habits of successful people. Work with community and industry member's activities and events. Participate in leadership building skills, such as public speaking, job interviews and debate teams. (CSU transferable)

AG 58 STUDENT ENTERPRISE PROJECTS – 1-4 Units (formerly AGRI 58)

Limitation on Enrollment: Student must have a sponsoring instructor from the Division.

Note: Student projects are subject to approval by a project evaluation committee.

Class Hours: 9 lecture/27-189 lab total

This course involves the selection and completion of a management/production enterprise project under faculty supervision. Each student will be required to develop a project plan, timeline, budget and contract with the sponsoring instructor. (CSU transferable)

AG 71 INTRODUCTION TO AGRICULTURE EDUCATION – 2

Units

Grading: Pass/No Pass Option

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course is an overview of agricultural education and agricultural education programs from a teaching perspective including goals and purposes, kinds of classes, types of programs, and qualifications essential to successful agriculture teaching. This course may be offered in a distance education format. (CSU transferable)

AG 72 AG EDUCATION EARLY FIELD EXPERIENCE – 2 Units

Prerequisite: AG 71 with a grade of C or higher

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 54 for the lecture portion of the class and an additional 54 hours of lab, totaling 108 hours for this course)

This course creates awareness of opportunities for prospective agriculture teachers through observation, participation in the field, and analysis of field experiences. Students will be expected to complete 20 hours of observation/field activities outside of class. The off-campus field trips shall be supervised by the course instructor and shall take place in an approved agriculture department. This course may be offered in a distance education format. (CSU transferable)

AG 94 AG WORKSITE LEARNING – 1-8 Units (formerly AGRI 94)

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Agriculture Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved agriculture job site that is acquired by the student and related to the student's major. A faculty member supervises the course to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. (CSU transferable)

AG – MECHANIZED AGRICULTURE (AGMA)

AGMA 42 FARM POWER AND MACHINERY - 3 Units

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 81 for the lecture portion of the class and an additional 81 hours of lab, totaling 162 hours for this course)

C-ID: AG-MA 108 L

This class covers basic skill-level operation and maintenance of agricultural equipment including tractors, tillage, planting and harvesting machinery. Safe operational practices, proper machine and implement inspection and set-up, and basic operational skills will be covered. Precision agricultural technology, equipment management and field layout will be discussed. The lab activities will include the operation of machinery in the field laboratory. The lecture portion of this course may be offered in a distance education format. (CSU transferable)

AGMA 44 INTRODUCTION TO CONSTRUCTION SKILLS FOR AGRICULTURE AND NATURAL RESOURCES – 3 Units (formerly ENVR 44)

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 81 for the lecture portion of the class and an additional 81 hours of lab, totaling 162 hours for this course)

This course covers the basic construction skills related to agriculture, natural resources, and environmental horticulture. Subjects covered will be mechanical drawing, design layout, arc welding, oxy/acetylene cutting and brazing, carpentry, electrification, small engine theory, concrete work structures, and project construction. Safety will be emphasized. The lecture portion of this course may be offered in a distance education format. (CSU transferable)

AG – NATURAL RESOURCES (AGNR)

AGNR 1 INTRODUCTION TO NATURAL RESOURCES – 3 Units (formerly NR 1)

Grading: Pass/No Pass Option

Note: Required day field trips

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course is an introduction to the integrated management of forests, soil, watershed, fish, and wildlife in the context of protection and restoration of watersheds and ecosystems. An emphasis will be placed on natural resources careers, policy and law, tools, techniques and practices, and management philosophies of public and private lands. Basic biological and ecological processes will be introduced along with discussion of the scientific method and preparing reports. This course may be offered in a distance education format. *(CSU/UC transferable)*

AGNR 4 INTRODUCTION TO WILDLAND AND RANGE ECOLOGY – 3 Units

Grading: Pass/No Pass Option

Note: Required multi-day field trips

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

This course teaches basic range management and improvement practices; particularly, it teaches proper utilization of rangeland resources, management for sustainable human and environmental values, use by wild and domestic animals, and historical and legal changes in rangeland management. This course gives an overview of multiple use principles as well as maintenance and improvement of range plant communities, and conserving biological diversity and environmental quality in rangelands. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGNR 6 NATIVE PLANT IDENTIFICATION – 3 Units (formerly NR 6)

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

The study of botanical characteristics, taxonomy morphology, and community relationships of the major tree and shrub associations in California and Western United States. Includes discussion of commercial uses and geographic ranges of these plants. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGNR 11 ENVIRONMENTAL ETHICS – 3 Units (formerly ENVR 11, INTR 11)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course examines the influence of cultural values on the relationship of humans with each other and with plants, animals and the land. An important objective is to develop original and sustaining attitudes and guidelines which will enhance a healthy globe. Sources of western society's historical and current attitudes toward nature as well as alternative cultural perspectives will be explored. Students will emerge from this class with a greater understanding of their individual moral responsibilities toward the environment. This course may be offered in a distance education format. *(CSU/UC transferable)*

AGNR 12 ENVIRONMENTAL POLICY AND LAW – 2 Units

Grading: Pass/No Pass Option

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course will introduce students to various aspects of environmental laws, policy, and agencies responsible for management and regulation of our natural resources. Topics of the course will include origins and importance of environmental law; legal principals; property rights; international, federal, state, and local environmental legislation; and regulatory authorities. The course will include discussion of the Legislative and Regulatory history, and current implementation of the National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA). Students will gain an understanding of the interactions between federal, state, and local environmental regulations, and how they pertain to environmental compliance and protection, and enforcement for illegal activities. Examples of legislation and regulations to be covered will include aspects of the Federal Clean Water Act (CWA), California Water Code, National Pollution Discharge Elimination System (NPDES), Federal Endangered Species Act (ESA), California Irrigated Lands Program, Local Grading Ordinances, California Storm Water

Program, California Streambed Alteration Agreements, and other pertinent federal, state, and local environmental laws. This course may be offered in a distance education format. *(CSU/UC transferable)*

AGNR 50 NATURAL RESOURCES MEASUREMENTS – 4 Units (formerly NR 50)

Grading: Pass/No Pass Option

Note: Several field trips to various locations will occur as feasible.

Class Hours: 36 lecture/108 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 108 hours of lab, totaling 216 hours for this course)

This course will help students develop an understanding of the sampling methods and equipment used to inventory forest resources on Private, State, and Federal lands. Measurements of timber stand growth, quantity and quality, and other natural resources including water, range, and wildlife will also be covered. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGNR 51 SILVICULTURE AND FIRE ECOLOGY – 2 Units (formerly NR 51)

Grading: Pass/No Pass Option

Note: May include one optional overnight weekend field trip and required day trips.

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 54 for the lecture portion of the class and an additional 54 hours of lab, totaling 108 hours for this course)

This course examines forestry practices and systems used to grow trees and manage forests for the sustained production of timber products. Course will also cover a survey of fire ecology, elements of wildland fire behavior, fire management and suppression, and fuels management. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGNR 52 COMPUTERS IN AGRICULTURE AND NATURAL RESOURCES – 3 Units (formerly ENVR 52, AGRI 52)

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

C-ID: AG-AB 108

This course introduces students to basic computer applications in agriculture, horticulture, natural resources, and related Career Technical Education majors. Students will gain basic computer literacy skills while learning to use examples of industry-specific software. Other topics will include file management, data manipulation, and use of software such as Word, Excel, and PowerPoint. Students will also be exposed to basic concepts and software related to Geographic Information Systems (GIS). This course may be offered in a distance education format. *(CSU transferable)*

AGNR 53 FOREST PROTECTION AND HEALTH – 3 Units (formerly NR 53)

Grading: Pass/No Pass Option

Note: Several field trips to various locations will occur as feasible.

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

This course will discuss the biotic and abiotic stress factors that influence forest resource values. Direct and indirect management practices, in addition to silvicultural principles that maintain and enhance biotic balance, biological diversity, and ecosystem health and productivity, will be covered. Issues related to fuels management and prescribed fire will also be covered. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGNR 55 INTRODUCTION TO FOREST OPERATIONS – 3 Units (formerly NR 55)

Grading: Pass/No Pass Option

Note: Several field trips to various locations will occur as feasible.

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

This course introduces information and skills needed to recognize the capabilities and limitations of timber harvesting equipment and systems operating in a broad range of forest resource management situations. After completing the course, students will be able to identify harvest systems that are best matched with the characteristics of the physical, environmental, economic, and social operating environments. Harvest

process evaluations and decisions are aided with various forest engineering analysis and tools. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGNR 60 ENVIRONMENTAL SCIENCE – 3 Units (formerly ENVR 60, NR 60)

Grading: Pass/No Pass Option

Advisory: Students who wish to add a lab component to this class should co-enroll in AGNR 61

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is an introduction to the conservation or wise use of natural resources and incorporates discussions about the complex relationships of man to the environment. Students will learn about the diverse agencies that manage our resources along with their history and philosophies. The course will cover each of the major natural resources—such as water, air, energy, forests, wildlife, agriculture, and soils—as well as environmental policy and laws that govern the use of these resources. An emphasis is placed on the practical components of Environmental Science as it relates to social and economic aspects of conservation. This course may be offered in a distance education format. *(CSU/UC transferable)*

AGNR 61 ENVIRONMENTAL SCIENCE LABORATORY – 1 Unit (formerly ENVR 61)

Grading: Pass/No Pass Option

Corequisite: AGNR 60, or previous completion of AGNR 60 with a grade of C or higher

Class Hours: 54 lab total (when offered in the distance education format, hours will total 54)

This is a laboratory course designed to complement AGNR 60 and to acquaint the students with some of the more common laboratory and field tests and procedures utilized in environmental science. This course may be offered in a distance education format. *(CSU/UC transferable)*

AGNR 64 WATERSHED MANAGEMENT AND ECOLOGY – 3 Units (formerly NR 64)

Grading: Pass/No Pass Option

Note: Field trips to various district facilities, federal, state, county, city, and private agencies will occur as feasible.

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

This course addresses a variety of topics concerned with the quality and quantity of water resources and watershed management, ecology, and restoration. Emphasis will be on the State of California. Coverage will include the hydrologic cycle, water quality, water use and conservation, and watershed health and function. Sources, measurements, quality (pollution and treatment), usage, and conservation of water will be addressed. Environmental impacts of dam construction and hydroplant operation will be discussed. Laboratory work will involve measurements and interpretations of data collected or distributed and watershed restoration project planning and implementation. The lecture portion of this course may be offered in a distance education format. *(CSU/UC transferable)*

AGNR 65 FOREST ECOLOGY – 3 Units (formerly NR 65, NR 165)

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

In this course the forest community is used as a model to discuss ecological principles as they apply to forest management. Students will gain a better understanding of biological organization and community classification, biotic and abiotic environmental factors, population and community ecology, and the role of disturbance in forested ecosystems. In addition, biogeochemical cycling, forest succession, and the role of natural selection will be discussed. Students will be expected to apply scientific principles and critical thinking skills to all lab activities and research papers. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGNR 66A WATERSHED RESTORATION PRACTICUM I – 1 Unit (formerly AGNR 66, NR 66)

Grading: Pass/No Pass Option

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 27 for the lecture portion of the class and an additional 27 hours of lab, totaling 54 hours for this course)

This course will use the hydrologic watershed unit as the focus which will provide a hands-on approach to ecosystem management, erosion control, sediment control, and stream restoration. The course will emphasize how restoring resource values require an interdisciplinary scientific approach and community-wide participation to protect, enhance and restore. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGNR 66B WATERSHED RESTORATION PRACTICUM II – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 27 for the lecture portion of the class and an additional 27 hours of lab, totaling 54 hours for this course)

Students will determine best management practices for erosion and sediment control. Laws and requirements will be discussed along with the importance and methods for documenting endangered species and archaeological sites. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGNR 70 WILDLIFE CONSERVATION AND MANAGEMENT – 3 Units (formerly NR 70)

Grading: Pass/No Pass Option

Note: Includes several all-day field trips

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

This course covers the study of plant and animal ecology in relation to principles of wildlife management. An emphasis will be placed on identification of common western birds and mammals, sexing and aging criteria, wildlife population dynamics, wildlife habitat management, and a review of trapping and marking techniques. Ecological concepts such as biotic communities, succession, limiting factors, and predator-prey relationships will also be covered. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

AGNR 94 NATURAL RESOURCES WORKSITE LEARNING – 1-8 Units (formerly NR 94)

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Natural Resources Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved natural resources job site that is acquired by the student and related to the student's major. A faculty member supervises the course to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. *(CSU transferable)*

AGNR 101 BEGINNING FORESTRY – 3 Units

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

This course examines the use and protection of natural resources, including vegetation, soil, watercourses, and animal life in the forest ecosystem. It is intended for those who wish to work as a heavy equipment operator on logging sites. History of resource management, governmental and private land management entity structure, plant identification, wood characteristics, forest health, environmental protection, and basic forest measurements will be introduced. Field trips may be required. The lecture portion of this course may be offered in a distance education format.

AGNR 102 BASIC LOGGING EQUIPMENT OPERATIONS – 1 Unit

Grading: Pass/No Pass Option

Corequisites: AGNR 103 and AGNR 104

Limitation on Enrollment: This course has special admissions requirements, including drug and alcohol testing. For more information, visit our website and/or complete a registration permission request. If you have any questions, email heavyequipment@shastacollege.edu.

Class Hours: 54 lab total

This class covers basic skill-level operation and maintenance heavy

equipment used on logging sites. Operational equipment used may include the following: skidders, feller-bunchers, log loaders, and processors. This course is subject to the special admissions requirements of the Shasta College Heavy Equipment Program, which includes regular drug and alcohol testing.

AGNR 103 INTERMEDIATE LOGGING EQUIPMENT OPERATIONS – 4 Units

Grading: Pass/No Pass Option

Corequisites: AGNR 102 and AGNR 104

Limitation on Enrollment: This course has special admissions requirements, including drug and alcohol testing. For more information, visit our website and/or complete a registration permission request. If you have any questions, email heavyequipment@shastacollege.edu.

Class Hours: 216 lab total

This class will advance basic skill-level operation of logging equipment. Students will be operating equipment at an active logging site. Equipment used will include skidders, feller-bunchers, log loaders, and processors. This lab requires enrollment in a federal-level drug testing program.

AGNR 104 PRODUCTION LOGGING EQUIPMENT OPERATIONS – 1 Unit

Grading: Pass/No Pass Option

Corequisites: AGNR 102 and AGNR 103

Limitation on Enrollment: This course has special admissions requirements, including drug and alcohol testing. For more information, visit our website and/or complete a registration permission request. If you have any questions, email heavyequipment@shastacollege.edu.

Class Hours: 54 lab total

This class covers the practical application of advanced skills needed to be a successful logging equipment operator. Students will be harvesting and processing trees at an active logging site for delivery to a sawmill. Equipment used will include skidders, feller-bunchers, log loaders, processors and log trucks.

AGNR 310 INTRODUCTION TO TRAIL MAINTENANCE – 0 Units

Grading: Pass/No Pass Only

Class Hours: 8 lecture/8 lab total

This course will introduce basic trail concepts, trail work safety protocols, hands-on brushing, clearing, and cleaning drainages. This course will provide a wide variety of trail work tasks in a team environment.

AGNR 318 LOGGING AND FOREST OPERATION POWERSAWS – 0 Units

Grading: Pass/No Pass Only

Class Hours: 9 lecture/27 lab total

This course provides an introduction to the function, maintenance, and use of internal combustion engine-powered chain saws and their logging and forestry application. Field exercises support entry-level training for loggers, heavy equipment, and forestry students with little or no previous experience in operating a chain saw by providing hands-on cutting experience in surroundings similar to a logging/forestry situation. This course will follow standards outlined by OSHA and Sawyer Training (fs.usda.gov).

AGNR 323 FIRE PATROL – 0 Units

Grading: Pass/No Pass Only

Class Hours: 8 lecture/4 lab total

This course is useful for heavy equipment operators, drivers, and fire patrolmen in forestry careers. The course covers training and compliance with the State of California's fire prevention laws and additional fire prevention measures. The Project Activity Levels (PALs) fire weather forecasting system will be covered as well as the responsibilities of the Designated Patrolman. The use of Fire Plans will be taught and practiced. The course will provide hands-on training with chainsaws, firefighting hand tools and heavy equipment commonly used in fire suppression.

AGNR 333 LICENSED TIMBER OPERATOR – 0 Units

Grading: Pass/No Pass Only

Class Hours: 16 lecture total (when offered in the distance education format, hours will total 16)

This course is required by CAL FIRE under the Forest Practice Act to become a Licensed Timber Operator (LTO) in the State of California in order to conduct Timber Operations on Timberlands. This course is approved by the California Department of Forestry and Fire Protection. This course may be offered in a distance education format.

AG – PLANT SCIENCE (AGPS)

AGPS 20 PLANT SCIENCE – 4 Units (formerly AGRI 20)

Grading: Pass/No Pass Option

Note: Field trips to local areas will be included.

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 162 for the lecture portion of the class and an additional 54 hours of lab, totaling 216 hours for this course)

C-ID: AG-PS 106 L

This course offers an introduction to the biological principles of plant growth and development. Ecosystem relationships will be covered with particular emphasis on succession, water cycle, mineral cycle, and energy flow. In addition to investigating modern production and marketing practices of agronomic crops, the impact of commercial crop production upon mankind and the environment will be considered. The lecture portion of this course may be offered in a distance education format. (CSU/UC transferable)

AGPS 24 SOILS – 3 Units (formerly ENVR 24, AGRI 24)

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher; and one year of high school chemistry or equivalent

Note: This class includes two Saturday field trips on classification, judging, and conservation of soils. The class is required for all agriculture, natural resources, and horticulture majors.

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

C-ID: AG-PS 128 L

This class is an introductory course on the physical, chemical, and biological properties of soil as it relates to agriculture and natural resources. Ecosystem relationship of soil use and management is emphasized. The effects of drainage, tillage, and irrigation on land use are discussed. A portion of this course may be offered in a distance education format. (CSU/UC transferable)

AGPS 25 CALIFORNIA WATER – 3 Units (formerly AGRI 25)

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is an interdisciplinary examination of California's water use and management with a historical emphasis on the politics and conflict arising from water scarcity. Topics of water quality, water law, measurement of water, evaluation of irrigation methods and systems, and issues relating to water use will all be covered. This course may be offered in a distance education format. (CSU transferable)

AG – SUSTAINABLE AGRICULTURE (AGSA)

AGSA 56 INTRODUCTION TO SUSTAINABLE AGRICULTURE AND FARM MANAGEMENT – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher

Class Hours: 54 lecture total

This course explains the organization and operation of sustainable farm and ranch businesses, identifies factors affecting profitability, and evaluates the business for sustainability, increased efficiency and profit. Budgeting and resources management as well as farm operation analysis are applied to the farm lab. This course includes an examination of case studies to connect sustainable agriculture principles to actual farming practices. (CSU transferable)

AG – VITICULTURE (AGVIT)

AGVIT 80 VINEYARD DESIGN AND CONSTRUCTION – 1 Unit (formerly HORT 80)

Grading: Pass/No Pass Option

Class Hours: 9 lecture/27 lab total

This is an introductory course in establishing a commercial or home vineyard. Numerous principles will be covered with respect to the design and construction of a vineyard. The important training steps and maintenance of a young vineyard will also be covered. A vineyard will be utilized as a resource for this class. (CSU transferable)

AGVIT 81 VINEYARD CARE – 2 Units (formerly HORT 81)

Grading: Pass/No Pass Option

Class Hours: 27 lecture/27 lab total (when offered in the distance education format, hours will total 81 for the lecture portion of the class and an additional 27 hours of lab, totaling 108 hours for this course)

This is an introductory course to the biology and culture of grapevines. The care and maintenance of grape vineyards including planting, propagation, pruning, thinning, irrigation, harvesting and other cultural practices will be discussed. This course covers both conventional and organic management methods and would benefit students interested in both commercial production and home vineyard care. The lecture portion of this course may be offered in a distance education format. (CSU transferable)

AGRICULTURE (AGRI)

See AG, AGAB, AGAS, AGEH, AGEQ, AGMA, AGNR, AGPS, AGSA, and AGVIT for course listings

ALLIED HEALTH (ALH)

ALH 94 MEDICAL ASSISTING CLINICAL EXPERIENCE – 3 Units

Grading: Pass/No Pass Only

Prerequisites: ALH 103 and ALH 104 with a grade of C or higher

Limitation on Enrollment: Students must be enrolled in the medical assisting program.

Class Hours: 60 hours non-paid per unit (180 total)

This course is a culmination of the Medical Assisting Program where students are placed in a medical office in order to implement in a healthcare setting what they have learned in the classroom. In order to participate in ALH 94, students must have successfully completed all program requirements. Students must complete 180 hours of verified, supervised field experience in a healthcare setting. The course stresses professional work habits and meeting of required competencies through actual on-the-job performance with a supervisor. The student will practice skills learned during the course of the program and/or any additional skills that are within the medical assistant scope of practice. This is a pass/fail class. (CSU transferable)

ALH 101 MEDICAL ASSISTING CORE – 4.5 Units

Corequisite: ALH 101L, ALH 103, and ALH 103L

Limitation on Enrollment: Students must be enrolled in the Medical Assisting Program.

Class Hours: 81 lecture total (when offered in distance education format, hours will total 243)

This course serves as a foundation course for the medical assistant student. In this course students will be oriented to the medical office and the role of the medical assistant, with a focus on the health care team, law and ethics, professional communication, administrative responsibilities, vital signs, and emergency response. This course may be offered in a distance education format.

ALH 101L MEDICAL ASSISTING CORE LAB – 1.5 Units

Corequisite: ALH 102, ALH 103, and ALH 103L

Limitation on Enrollment: Students must be enrolled in the Medical Assisting Program.

Class Hours: 81 lab total

This course serves as the corresponding lab for Medical Assisting Core. In this course students will demonstrate skills relevant to administrative medical assisting, professional communications, vital signs, and emergency response.

ALH 102 ADMINISTRATIVE MEDICAL ASSISTING – 6 Units

Corequisite: ALH 101, or previous completion of ALH 101 with a grade of C or higher

Class Hours: 81 lecture/81 lab total (when taught in the distance education format, hours will total 324)

This course will serve as an introduction to administrative medical assisting. This course is one of two corequisite courses that make up the first semester of the Certificate of Achievement in Medical Assisting. Students will demonstrate the knowledge required to perform basic billing and coding and financial management, as well as understand medical terminology. This course may be offered in a distance education format.

ALH 103 CLINICAL MEDICAL ASSISTING I – 4.5 Units

Corequisites: ALH 101, ALH 101L, and ALH 103L

Limitation on Enrollment: Students must be enrolled in the Medical

Assisting Program.

Class Hours: 81 lecture total (when offered in the distance education format, hours will total 243)

In this course students will learn the principles of infection control, medical asepsis, and regulatory guidelines in the medical lab. Also discussed are exams and procedures from the pediatric to geriatric patient, including gender specific exams. Students will learn their role in minor office surgery, diagnostic imaging, rehabilitation, and therapeutic modalities. This course may be offered in a distance education format.

ALH 103L CLINICAL MEDICAL ASSISTING I LAB – 1.5 Units

Corequisite: ALH 101, ALH 101L, and ALH 103

Limitation on Enrollment: Students must be enrolled in the Medical Assisting Program.

Class Hours: 81 lab total

This course serves as the corresponding lab for Clinical Medical Assisting I. In a lab environment, students will develop proficiency in skills related to infection control, medical asepsis, exams and procedures, and minor office surgery.

ALH 104 CLINICAL MEDICAL ASSISTING II – 4.5 Units

Prerequisites: ALH 103 and ALH 103L with a grade of C or higher

Corequisite: ALH 104L

Limitation on Enrollment: Students must be enrolled in the medical assisting program.

Class Hours: 81 lecture total (when offered in the distance education format, hours will total 234)

In this course students will learn the principles of nutrition, basic pharmacology, drug calculations and administration, introduction to the medical lab, phlebotomy, hematology, urinalysis, basic microbiology, electrocardiography, and specialty lab tests. This course may be offered in a distance education format.

ALH 104L CLINICAL MEDICAL ASSISTING II LAB – 1.5 Units

Prerequisite: ALH 103 and ALH 103L with a grade of C or higher

Corequisite: ALH 104

Limitation on Enrollment: Students must be enrolled in the Medical Assisting Program.

Class Hours: 81 lab total

This course serves as the corresponding lab for Clinical Medical Assisting II. In a lab environment, students will develop proficiency in skills related to basic pharmacology, drug calculations and administration, phlebotomy, hematology, urinalysis, basic microbiology, electrocardiography, and specialty lab tests.

ALH 105A MEDICAL SCRIBE THEORY – 3 Units

Corequisites: ALH 105B, HEOC 11, and HIT 30

Limitation on Enrollment: Students must be enrolled in the Medical Scribe Specialist Program

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides the student with an understanding of the role, responsibilities, and duties of the medical scribe in a variety of settings. The course introduces the student to the Patient Privacy Rule and HIPAA, medico-legal risk mitigation, essential elements of documenting a physician-patient encounter, regulatory compliance, roles and responsibilities of medical personnel, Physician Quality Reporting Systems (PQRS), as well as Centers for Medicare and Medicaid Services (CMS) regulations, medical terminology, pharmacology, health information, quality metrics, billing and coding practices, and professionalism related to medical scribing. This course is designed for students interested in a career in health sciences and will prepare them for an entry-level position as a medical scribe specialist. This course may be offered in a distance education format.

ALH 105B MEDICAL SCRIBE LAB – 1.5 Units

Corequisites: ALH 105A, HEOC 11, and HIT 30

Limitation on Enrollment: Students must be enrolled in the Medical Scribe Specialist Program

Class Hours: 81 lab total (when offered in the distance education format, hours will total 81)

This course is an opportunity to apply information learned in ALH 105A in the laboratory setting. In a simulated environment, students will develop proficiency as medical scribes in preparation for the clinical practicum course. This course may be offered in a distance education format.

ALH 107 ALLIED HEALTH PROFESSIONAL DEVELOPMENT – 0.5 Units

Class Hours: 9 lecture total (when offered in the distance education format, hours will total 27)

This course must be taken concurrently with an allied health program work site learning or practicum class. The purpose of this course is to reconvene as a group during externship in order to discuss experiences and progress. The course will reinforce the importance of networking within the community. Students will continue to develop professionally through resume writing, interview preparedness, development of soft skills, certification review, exploring continuing education opportunities, and developing strategies for professional success, including a discussion on social media in the work place. This course is offered in a distance education format.

ALH 108 PHARMACY TECHNICIAN FUNDAMENTALS – 4 Units

Corequisites: ALH 109A, ALH 109B, and HEOC 11

Limitation on Enrollment: Students must be enrolled in the Pharmacy Technician Program.

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

Pharmacy Technician Fundamentals is an introductory course for the Pharmacy Technician student. Students will be oriented to pharmacy technician basics that include topics such as the role of the pharmacy technician, pharmaceutical care, and law and ethics. Medical terminology, abbreviations, and pharmaceuticals for each body system will be covered as they relate to the pharmacy technician. This course may be offered in a distance education format.

ALH 109A GENERAL PHARMACY PRACTICE – 3 Units

Corequisites: ALH 108, ALH 109B, and HEOC 11

Limitation on Enrollment: Students must be enrolled in the Pharmacy Technician Program.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

General Pharmacy Practice builds upon the previous course to continue the learning experience. Theory will include more advanced topics in pharmacy math, drug calculations, and measurement systems. In addition, students will be introduced to insurance, financial management, documentation, billing, inventory, HIPAA, and pharmacy computer basics. This course may be offered in a distance education format.

ALH 109B PHARMACY TECHNICIAN LAB I – 1 Unit

Corequisites: ALH 108, ALH 109A, and HEOC 11

Limitation on Enrollment: Students must be enrolled in the Pharmacy Technician Program.

Class Hours: 54 lab total

Pharmacy Technician Lab I builds upon the theory course to allow students a hands on experience. In the laboratory setting, students will apply concepts learned in ALH 109A concerning pharmacy math, drug calculations, and measurement systems. In addition, students will practice filling prescriptions, inventory management, and computer basics.

ALH 110 MEDICAL ASSISTING CLINICAL PRACTICUM – 3 Units

Prerequisites: ALH 101, ALH 101L, ALH 103, ALH 103L, ALH 104, and ALH 104L with a grade of C or higher

Note: In order to participate in ALH 110, students must have successfully completed all program requirements.

Class Hours: 162 lab total

This course is a culmination of the Medical Assisting Program where students are placed in a medical office in order to apply what they have learned in the classroom in the healthcare setting. Students must complete 162 hours of verified, supervised clinical experience in a healthcare setting. The course stresses professional work habits and meeting of required competencies through actual clinical performance with a preceptor. The student will practice skills learned during the course of the program and/or any additional skills that are within the medical assistant's scope of practice.

ALH 110A ADVANCED PHARMACY PRACTICE – 3 Units

Prerequisites: ALH 108, ALH 109A, and ALH 109B with a grade of C or higher

Corequisites: ALH 107 and ALH 110B

Limitation on Enrollment: Students must be enrolled in the Pharmacy Technician Program.

Class Hours: 54 lecture total (when offered in the distance education

format, hours will total 162)

Advanced Pharmacy Practice builds upon the previous course to continue the learning experience in specialized pharmacy topics. Students will be oriented to the operations of hospital and community pharmacies. Students will be introduced to additional pharmacy types in various healthcare specialties, as well as compounding techniques. This course may be offered in a distance education format.

ALH 110B PHARMACY TECHNICIAN LAB II – 1 Unit

Prerequisites: ALH 108, ALH 109A, and ALH 109B with a grade of C or higher

Corequisites: ALH 107 and ALH 110A

Limitation on Enrollment: Students must be enrolled in the Pharmacy Technician Program.

Class Hours: 54 lab total

Pharmacy Technician Lab II builds upon the theory course to allow students a hands on experience in advanced pharmacy practice. In the laboratory setting, students will apply concepts learned in ALH 110A concerning dosing related specifically to the hospital, community, and specialty pharmacies, including compounding, prescription interpreting and filling, and unit dosing.

ALH 300 MEDICAL ASSISTING CERTIFICATION EXAM PREP COURSE – 0 Units

Grading: Pass/No Pass Only

Class Hours: 44 lecture/10 lab total (when offered in the distance education format, hours will total 54)

This course is designed to allow students the opportunity to refresh information needed to pass certification exams. This noncredit course offers an opportunity for students to have additional focused review that will prepare them for national Medical Assisting certification examinations through National Center for Competency Testing (NCCT) or American Association of Medical Assisting (AAMA), or California Medical Assisting certification examination through California Board of Medical Assisting (CCBMA). This course offers injection training to individuals currently working as a Medical Assistant who have not completed an accredited program. This course may be offered in a distance education format.

AMERICAN SIGN LANGUAGE (ASL)

Two years of high school foreign language with grades of "C" or better is equivalent to one semester of foreign language at Shasta College.

ASL 1 AMERICAN SIGN LANGUAGE 1 – 4 Units (formerly SL 90, SPED 93A)

Grading: Pass/No Pass Option

Corequisite: ASL 1L, or previous completion of ASL 1L with a grade of C or higher

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

This course is designed to introduce students to basic skills in American Sign Language vocabulary, fingerspelling, and grammatical structure. The student will gain the manual skills to engage in basic dialogue and visual cues, and the receptive skills to understand general American Sign Language conversation. Topics include American Sign Language as an independent language, the history of American Sign Language, the Deaf community, and Deaf culture. This course may be offered in a distance education format. (CSU/UC transferable)

ASL 1L AMERICAN SIGN LANGUAGE 1 SKILL-BUILDING LAB – 1 Unit (formerly SL 91, SPED 95A)

Grading: Pass/No Pass Option

Corequisite: ASL 1, or previous completion of ASL 1 with a grade of C or higher

Class Hours: 54 lab total (when offered in the distance education format, hours will total 54)

This course is designed to give students a lab environment to practice basic American Sign Language skills. The course will review vocabulary, sentence structure, nonmanual markers and gesturing. In addition, students will gain a solid foundation in basic signing skills, preparing them to advance to American Sign Language 2. The lab environment will provide visual structured activities. The majority of class time will consist of non-verbal interactions. This course may be offered in a distance education format. (CSU transferable)

ASL 2 AMERICAN SIGN LANGUAGE 2 – 4 Units (formerly SL 92, SPED 93B)

Grading: Pass/No Pass Option

Prerequisite: ASL 1 with a grade of C or higher

Corequisite: ASL 2L, or previous completion of ASL 2L with a grade of C or higher

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

This course is a continuation of ASL 1 and is designed to increase vocabulary and fluency in receptive and expressive skills of American Sign Language students. Emphasis is on the structure of American Sign Language including lexical, morphemic and syntactic elements. The student will gain the manual skills to engage in descriptive, complex dialog and stories at a moderate skill level. Topics include American Sign Language contrast and comparisons to other languages, language development and acquisition, and societal topics. This course may be offered in a distance education format. *(CSU/UC transferable)*

ASL 2L AMERICAN SIGN LANGUAGE 2 SKILL-BUILDING LAB – 1 Unit (formerly SL 93, SPED 95D)

Grading: Pass/No Pass Option

Prerequisite: ASL 1L with a grade of C or higher

Corequisite: ASL 2, or previous completion of ASL 2 with a grade of C or higher

Class Hours: 54 lab total (when offered in the distance education format, hours will total 54)

This course is designed to give students a lab environment in which to practice new vocabulary and structures learned in ASL 2, and will review vocabulary, sentence structure and visual, non-manual behaviors learned from ASL 2. Students will be involved in structured class assignments in order to utilize signing skills and increase fluency to a moderate rate in preparation for success in ASL 3. This course may be offered in a distance education format. *(CSU transferable)*

ASL 3 AMERICAN SIGN LANGUAGE 3 – 4 Units (formerly SL 94, SPED 93C)

Grading: Pass/No Pass Option

Prerequisite: ASL 2 and ASL 2L with a grade of C or higher

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

This course is intended for students who plan to use American Sign Language in their daily lives. Success in this course will enable students to communicate with Deaf and Hard-of-Hearing individuals through sign language at an average rate of speed and build confidence in their use of the language. Students will study basic qualities and skills needed to interpret including topics such as the interpreting process, an overview of the NAD-RID Code of Professional Conduct, expectations, and simultaneous interpreting practice. Exposure to Deaf culture through class discussions and guest lecturers will be incorporated. This course may be offered in a distance education format. *(CSU/UC transferable)*

ASL 4 AMERICAN SIGN LANGUAGE 4 – 4 Units (formerly SL 96)

Grading: Pass/No Pass Option

Prerequisite: ASL 3 with a grade of C or higher

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

This course is intended for students who plan to use American Sign Language (ASL) in their daily lives. Success in this course will enable students to communicate with Deaf and Hard of Hearing individuals through ASL at an average rate of speed and build confidence in their use of the language, storytelling ability and presentation. Students will study qualities and skills needed to become interpreters. Students will be exposed to a variety of members and activities in the Deaf community. This course may be offered in a distance education format. *(CSU/UC transferable)*

ANATOMY (ANAT)

ANAT 1 HUMAN ANATOMY – 5 Units

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher; and BIOL 5 and BIOL 6 with a grade of C or higher.

Note: May be taken concurrently with PHY 1

Class Hours: 72 lecture/54 lab total

C-ID: BIOL 110 B

This course offers a systematic hands-on approach to the anatomy of the human body. It covers the structural organization of the human body: gross and microscopic anatomy of the integumentary, skeletal, muscular,

nervous, endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems, from cellular to organ system levels of organization. Human cadaver dissections and/or mammalian dissections are used in conjunction with models and new technology. This course is intended for nursing, kinesiology, physical therapy, radiologic technology, respiratory therapy, dental hygiene, surgical technology, physical therapy, and other allied health related majors. It may be taken concurrently with Physiology 1. The lecture portion of this course may be offered in a distance education format. *(CSU/UC transferable)*

ANTHROPOLOGY (ANTH)

ANTH 1 PHYSICAL ANTHROPOLOGY – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course introduces students to human evolutionary biology. It includes an introduction to the history of evolutionary thought; basic human genetics and molecular biology; human variation and adaptation; evolutionary influences on behavior; the anatomy, ecology, and behavior of the nonhuman primates; and the evolution of our lineage as reflected in the hominid fossil record. This course may be offered in a distance education format. *(CSU/UC transferable)*

ANTH 2 CULTURAL ANTHROPOLOGY – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 1A with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ANTH 120

This introductory course explores how anthropologists study and compare human culture. Cultural anthropology presents fundamental concepts, data, methods, and theories employed by cultural anthropologists as they seek to understand the full range of human experience. Topics include how people around the world make their living (subsistence patterns); how they organize themselves socially, politically and economically; how they communicate; how they relate to each other through family and kinship ties; what they believe about the world (belief systems); how they express themselves creatively (expressive culture); how they make distinctions among themselves such as through applying gender, racial and ethnic identity labels; how they have shaped and been shaped by social inequalities such as colonialism; and how they navigate culture change and processes of globalization that affect us all. Ethnographic case studies highlight these similarities and differences and introduce students to how anthropologists do their work, employ professional anthropological research ethics, and apply their perspectives and skills to understand humans around the globe. This course may be offered in a distance education format. *(CSU/UC transferable)*

ANTH 14 RELIGION, MYTH AND RITUAL – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 1A with a grade of C or higher, or English Placement level 7 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is a cross-cultural study of the forms and functions of religion, myth, and ritual in contemporary and historical societies. Emphasis will be on non-Western traditional groups and understanding their religious beliefs in a culturally relative context. This course may be offered in a distance education format. *(CSU/UC transferable)*

ANTH 25 CULTURE AND HISTORY OF THE NORTH AMERICAN INDIAN – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 1A with a grade of C or higher, or English Placement Level 7 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides an introduction to North American Indian cultures. It surveys the histories of North American Indian cultures from their first arrival to today, and examines the historical-cultural experiences that have contributed to their present day conditions, focusing on the effects of Indian-European contact on both the Native and Euroamerican

cultures. Additionally, specific North American native nations are examined in-depth. This course may be offered in a distance education format. (CSU/UC transferable)

ARCHAEOLOGY (ARCH)

ARCH 3 PRINCIPLES OF ARCHAEOLOGY – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ANTH 150

This is an introductory course in the study of world prehistory and historical archaeology through the analysis of archaeological methods, theories, and regional developments. The course includes case study examinations of the fundamental concepts of archaeology and the changing theoretical orientations of archaeology in the contemporary world. This course may be offered in a distance education format. (CSU/UC transferable)

ARCH 4A BEGINNING FIELD ARCHAEOLOGY – 3 Units (formerly ARCH 4, 4AD)

Grading: Pass/No Pass Option

Class Hours: 18 lecture/108 lab total

This is an introductory course in the practical application of archaeological principles and methods. Students will become familiar with the basic techniques of scientific archaeological excavation and site survey, mapping, photographing, data recording, cataloging and preservation of archaeological specimens. (CSU transferable)

ARCH 4B INTERMEDIATE FIELD ARCHAEOLOGY – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ARCH 4A with a grade of C or higher

Class Hours: 18 lecture/108 lab total

This is an intermediate course in the practical application of archaeological principles and methods that continues to build on the beginning course. Students will begin to take part in the development and organization of scientific archaeological excavation projects. Students will learn additional excavation techniques, and learn to supervise field crews. Students will learn how to develop new strategies for site reconnaissance and recording. Students will evaluate field records, and coordinate field catalogues. (CSU transferable)

ARCH 4C ADVANCED INTERMEDIATE FIELD ARCHAEOLOGY – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ARCH 4B with a grade of C or higher

Class Hours: 18 lecture/108 lab total

This is an advanced intermediate course in the practical application of archaeological principles and methods. Students learn advanced excavation, site mapping and recording techniques. Students learn to map using a total station. Students are trained in soil sampling, and flotation techniques. (CSU transferable)

ARCH 4D ADVANCED FIELD ARCHAEOLOGY – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ARCH 4C with a grade of C or higher

Class Hours: 18 lecture/108 lab total

This is an advanced course in the practical application of archaeological principles and methods. Students will serve as assistant field director to the principal investigator in a local archaeological project. Students will learn to use archival facilities and evaluate documentary evidence of archaeological sites. Students will organize and execute aspects of field projects. Students will learn to interpret data gathered from field projects. (CSU transferable)

ARCH 5A BEGINNING ARCHAEOLOGY LABORATORY – 2 Units (formerly ARCH 5, ARCH 5AD)

Class Hours: 108 lab total

This is a beginning course that introduces students to the post-field processing of archaeological materials including laboratory analysis and data interpretation. The class focus will be method and theory of archaeological material recovery, post-field data processing and curation, and subsequent interpretation and explanation. Students will participate in preliminary site analysis, interpretive projects, and cultural material processing and curation. (CSU transferable)

ARCH 5B INTERMEDIATE ARCHAEOLOGY LABORATORY – 2 Units

Grading: Pass/No Pass Option

Prerequisite: ARCH 5A with a grade of C or higher

Class Hours: 108 lab total

This is an intermediate course in the practical application of archaeological laboratory methods. Students will learn beginning analyses of floral, faunal, and lithic materials collected during excavation of local sites. Students will learn artifact replication and conduct some experiments with artifact replicas. (CSU transferable)

ARCH 5C ADVANCED INTERMEDIATE ARCHAEOLOGY LABORATORY – 2 Units

Grading: Pass/No Pass Option

Prerequisite: ARCH 5B with a grade of C or higher

Class Hours: 108 lab total

This is an advanced intermediate course in the application of archaeological laboratory methods. Students will formulate and carry out analyses of different archaeological materials using methods learned in earlier courses. Students will clean, catalogue, draw, and analyze artifacts recovered from local archaeological sites. Students will learn mapping applications that can be used to create spatial distribution maps of artifacts within archaeological sites. (CSU transferable)

ARCH 5D ADVANCED ARCHAEOLOGY LABORATORY – 2 Units

Grading: Pass/No Pass Option

Prerequisite: ARCH 5C with a grade of C or higher

Class Hours: 108 lab total

This is an advanced course in the practical application of archaeological laboratory methods. Students will carry out multiple assignments as laboratory assistant to the principal investigator in an archaeological field project. Students will gain practical experience supervising all activities in the laboratory including the cleaning, cataloging, drawing, and analysis of artifacts recovered from local archaeological sites. Students will also complete a series of analyses that conform to professional archaeological standards. (CSU transferable)

ART (ART)

ART 1 INTRODUCTION TO ART – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ARTH 100

This course provides a general introduction to art that offers a look at works of art through the study of theory, terminology, themes, design principles, media, and techniques, with an introduction to the visual arts across time and diverse cultures. This course is recommended as a Humanities elective. This course may be offered in a distance education format. (CSU/UC transferable)

ART 2 HISTORY OF WESTERN ART THROUGH THE GOTHIC PERIOD – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ARTH 110

This course provides an overview of western art and architecture from prehistory through the Gothic period. This course may be offered in a distance education format. (CSU/UC transferable)

ART 3 WESTERN ART, RENAISSANCE TO CONTEMPORARY – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ARTH 120

This course provides an overview of art and architecture from the Renaissance to the Contemporary period. This course may be offered in a distance education format. (CSU/UC transferable)

ART 4 WORLD ART – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is a survey of the visual arts of ethnic and indigenous cultures with an emphasis on both historic and contemporary art. Explored are the Americas, Africa, and the Pacific Islands. Lectures are focused on the

styles, motifs, symbols, rituals and traditions of the cultures by examining their crafts, drawings, sculpture, printmaking and paintings. This course is designed as a Humanities elective, recommended for Art Core Programs, and required for the Art History Concentration. This course may be offered in a distance education format. *(CSU/UC transferable)*

ART 6 HISTORY OF MODERN ART – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ARTH 150

This course provides an overview of art and architecture from the Western modern period of the 19th and 20th centuries. This course may be offered in a distance education format. *(CSU/UC transferable)*

ART 12 BEGINNING FORM, DESIGN AND COLOR – 3 Units (formerly ART 14A)

Grading: Pass/No Pass Option

Class Hours: 27 lecture/81 lab total

C-ID: ARTS 100

This is a fundamental course in two-dimensional design and color theory with the study of basic design elements as they apply to form. Two-dimensional design includes balance, directional movements, structural analysis, texture, and unity. Color theory includes color schemes, psychological use of color, and value and intensity concepts. This course is required for the Art Core Program, and recommended for theatre, architecture, and graphic design studies. *(CSU/UC transferable)*

ART 13 INTERMEDIATE FORM, DESIGN AND COLOR – 3 Units (formerly ART 14B)

Grading: Pass/No Pass Option

Prerequisite: ART 12 with a grade of C or higher

Class Hours: 27 lecture/81 lab total

This course offers a study of the principles, theories, and applications of additive and subtractive color in two dimensions. Topics will include major historical and contemporary color systems, production of projects in applied color, and the elements of design as they apply to color. *(CSU/UC transferable)*

ART 15 THREE DIMENSIONAL DESIGN – 3 Units (formerly ART 15AB)

Note: Field trips may be required

Class Hours: 27 lecture/81 lab total

C-ID: ARTS 101

This course introduces the concepts, applications, and historical references related to three-dimensional design and spatial composition, including the study of the elements and organizing principles of design as they apply to three-dimensional space and form. The course trains students in the development of a visual vocabulary for creative expression through lecture presentations and use of appropriate materials for non-representational three-dimensional studio projects. *(CSU/UC transferable)*

ART 21A BEGINNING FREEHAND DRAWING – 3 Units

Grading: Pass/No Pass Option

Class Hours: 27 lecture/81 lab total

C-ID: ARTS 110

Introduction to principles, elements, and practices of drawing, employing a wide range of subject matter and drawing media. Focus is on perceptually based drawing, observational skills, technical abilities, and creative responses to materials and subject matter. *(CSU/UC transferable)*

ART 21B INTERMEDIATE FREEHAND DRAWING – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ART 21A with a grade of C or higher

Class Hours: 27 lecture/81 lab total

C-ID: ARTS 205

Exploration of artistic concepts, styles, and creative expression related to intermediate-level drawing, focusing on complex subject matter and concepts using a variety of drawing mediums, techniques, and methodologies. Students in this course will build on fundamental drawing skills to develop personalized approaches to content and materials in exercises covering multiple historical and contemporary approaches to drawing. *(CSU/UC transferable)*

ART 26A BEGINNING WATERCOLOR – 3 Units (formerly ART 26, 26AB)

Grading: Pass/No Pass Option

Class Hours: 27 lecture/81 lab total

This is an introductory course in watercolor painting methods as they apply to the visual arts. Methods covered include wet wash, wash, stroke and glaze overlays, with emphasis on creative interpretation and expression. *(CSU/UC transferable)*

ART 26B INTERMEDIATE WATERCOLOR – 3 Units (formerly ART 27, 26CD)

Grading: Pass/No Pass Option

Prerequisite: ART 26A with a grade of C or higher

Class Hours: 27 lecture/81 lab total

This is an intermediate course in watercolor painting with an emphasis on expansion of watercolor techniques as well as conceptual and technical development. Students will investigate non-traditional materials, explore methods of paint application (including subtractive and stencil methods) and further their artistic understanding and development through the consideration of contemporary trends in watercolor. *(CSU/UC transferable)*

ART 26C ADVANCED INTERMEDIATE WATERCOLOR – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ART 26B with a grade of C or higher

Class Hours: 27 lecture/81 lab total

This course is designed to expand upon the information and techniques learned in Intermediate Watercolor Painting. General attention will be given to personal idea development, consistency, presentation techniques and working with more independence. The student will be expected to increase the quality and number of paintings completed during the semester. The student will also learn to develop a professional portfolio and to communicate professionally. *(CSU/UC transferable)*

ART 26D ADVANCED WATERCOLOR – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ART 26C with a grade of C or higher

Class Hours: 27 lecture/81 lab total

This is an advanced course in Watercolor. Students will explore ink painting, non-brush techniques, watercolor transfer as well as illustration techniques. Students will develop a portfolio which incorporates a variety of compositional schemes in expressive and non-objective imagery. *(CSU/UC transferable)*

ART 29A BEGINNING PAINTING – 3 Units (formerly ART 29, 25AB)

Class Hours: 27 lecture/81 lab total

C-ID: ARTS 210

Introduction to principles, elements, and practices of painting. Focus on exploration of painting materials, perceptual skills and color theory, paint mixing and technique, as well as creative responses to materials and subject matter. *(CSU/UC transferable)*

ART 29B INTERMEDIATE PAINTING – 3 Units (formerly ART 30, 25CD)

Prerequisite: ART 29A with a grade of C or higher

Class Hours: 27 lecture/81 lab total

This intermediate course in oil or polymer painting is designed to broaden, through guided experimentation, the student's knowledge of opaque media and techniques. Students are expected to complete three paintings: a non-objective work, a realist work, and a "Free" painting (student's choice). *(CSU/UC transferable)*

ART 29C ADVANCED INTERMEDIATE PAINTING – 3 Units

Prerequisite: ART 29B with a grade of C or higher

Class Hours: 27 lecture/81 lab total

This course is designed to expand upon the information and techniques learned in Intermediate Painting. Attention will be given to personal idea development, consistency, presentation techniques, and working with more independence. The student will be expected to increase quality and number of paintings completed during the semester. The student will also learn to develop a professional portfolio and communicate professionally. *(CSU transferable)*

ART 29D ADVANCED PAINTING – 3 Units

Prerequisite: ART 29C with a grade of C or higher

Class Hours: 27 lecture/81 lab total

Advanced students will narrow the scope of techniques addressed in Advanced Intermediate Painting by focusing on the creation of a series of images that effectively express selected experiences. Artists will

create a portfolio for use in the Annual Student Art Competition. These directed works will result from ongoing class discussions of projects, instructor-presented slide lectures, films, and technical critiques. Students will investigate preservation and cataloguing techniques. (CSU transferable)

ART 31A BEGINNING FIGURE DRAWING – 3 Units
(formerly ART 31, 22AB)

Class Hours: 27 lecture/81 lab total

C-ID: ARTS 200

This is an introductory course in creative drawing of the nude human figure using a wide variety of techniques. Emphasis will be placed on anatomy, proportion, composition, and development of personal expression. Topics include an examination of the historical and contemporary roles of figure drawing in the visual arts. Students in this course will learn both descriptive and interpretive approaches to figure drawing. (CSU/UC transferable)

ART 31B INTERMEDIATE FIGURE DRAWING – 3 Units
(formerly ART 32, 22CD)

Prerequisite: ART 31A with a grade of C or higher

Class Hours: 27 lecture/81 lab total

This is an intermediate visual arts course in the study of the nude human figure. Through the use of a variety of media, students will expand their skills in drawing from observation as well as interpret the figure through a variety of approaches. (CSU/UC transferable)

ART 31C ADVANCED INTERMEDIATE FIGURE DRAWING – 3 Units

Prerequisite: ART 31B with a grade of C or higher

Class Hours: 27 lecture/81 lab total

This is a developmental course designed to expand on information and techniques learned in Intermediate Figure Drawing. Attention will be given to a more personal interpretation of the figure, technique, consistency, presentation, and the execution and resolution of ideas with greater independence. The student will produce and critically discuss increasingly sophisticated works, which will become part of his/her professional portfolio. (CSU/UC transferable)

ART 31D ADVANCED FIGURE DRAWING – 3 Units

Prerequisite: ART 31C with a grade of C or higher

Class Hours: 27 lecture/81 lab total

In Advanced Figure Drawing, students will work toward an expanded knowledge of (and ability) with materials employed in Advanced Intermediate Figure Drawing. Through this exploration, students will define a clearer personal direction and emerge with enhanced critical skills. (CSU/UC transferable)

ART 35A BEGINNING CERAMICS – 3 Units (formerly ART 35, 35AB)

Grading: Pass/No Pass Option

Note: Field trips may be required

Class Hours: 27 lecture/81 lab total

This course is an introduction to ceramics materials, concepts, and processes, including basic design principles, creative development, hand-building, throwing, glaze techniques, firing, and ceramic terminology. The course covers aesthetics and creative development of clay objects examining historical, contemporary, and personal modes of expression across cultures. (CSU/UC transferable)

ART 35B INTERMEDIATE CERAMICS – 3 Units
(formerly ART 36, 35CD)

Grading: Pass/No Pass Option

Prerequisite: ART 35A with a grade of C or higher

Note: Field trips may be required

Class Hours: 27 lecture/81 lab total

This is an intermediate course developing skills in the use of the potter's wheel. The course includes hand-building, throwing, plaster molding, glazing, surface decoration and firing of ceramic forms. (CSU/UC transferable)

ART 45 BEGINNING GLASS – 3 Units (formerly ART 45AB)

Grading: Pass/No Pass Option

Note: Field trips may be required

Class Hours: 27 lecture/81 lab total

This class is a hands-on course to explore the beginning aspects of the art of working with glass in its molten and frozen states. Students will

develop an understanding of the wide range of possibilities that exist when working with glass. Through demonstrations and practice in the hot shop, students will acquaint themselves with the tools and materials needed to create forms in glass. Students will begin a hands-on involvement with molten glass working, ladle sand casting, kiln casting, and other glass processes. Working with clear glass, students will develop basic glass blowing skills by learning how to form simple blown shapes such as the sphere, cylinder, disk, and various vessel forms. Individual student skills will be emphasized. Open to students in all disciplines; no prior glassblowing experience necessary. (CSU/UC transferable)

ART 46 GLASS BLOWING – 3 Units (formerly ART 45CD)

Grading: Pass/No Pass Option

Prerequisite: ART 45 or ART 57 with a grade of C or higher

Note: Field trips may be required

Class Hours: 27 lecture/81 lab total

This course focuses on skills progression in working with glass in the molten state. Emphasis is placed upon individualized projects for students. Students will work with studio equipment related to recycling, melting, firing, and annealing of glass. (CSU/UC transferable)

ART 50A BEGINNING PRINTMAKING – 3 Units
(formerly ART 50, 50AD)

Grading: Pass/No Pass Option

Class Hours: 27 lecture/81 lab total

This is an introductory course surveying the four main printmaking processes as they apply to the visual arts. Studio experience during the semester will focus on black and white printing techniques, including relief, intaglio, stencil (serigraph), and planographic (monotype or lithography). Emphasis will be placed on the use of printmaking processes as an expressive art form through lecture, demonstration, and class critiques. (CSU/UC transferable)

ART 50B INTERMEDIATE PRINTMAKING – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ART 50A with a grade of C or higher

Class Hours: 27 lecture/81 lab total

This is an intermediate course focusing on color intaglio techniques, including multi-plate and à la poupée processes. Emphasis will be placed on the use of printmaking processes as an expressive art form through lecture, demonstration, and class critiques. Students will produce four editions of prints within the color intaglio techniques. (CSU/UC transferable)

ART 50C ADVANCED PRINTMAKING – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ART 50B with a grade of C or higher

Class Hours: 27 lecture/81 lab total

This course is an advanced course focusing on color relief print processes (i.e. multi-plate, à la poupée, and rainbow printing). Advanced students will clearly express their personal aesthetic through the production of four editions of prints within the color relief processes. Emphasis will be placed on the use of color relief printing as an expressive art form through lecture, demonstration, and class critiques. (CSU/UC transferable)

ART 55A BEGINNING SCULPTURE – 3 Units
(formerly ART 55, 55AB)

Advisory: ART 15 with a grade of C or higher

Note: Field trips may be required

Class Hours: 27 lecture/81 lab total

This course provides an introduction to three-dimensional sculptural principles, techniques, and concepts utilizing a wide range of materials and practices. Various sculpture methods are practiced with attention to creative self-expression and historical context. (CSU/UC transferable)

ART 55B INTERMEDIATE SCULPTURE – 3 Units
(formerly ART 56, 55CD)

Prerequisite: ART 55A with a grade of C or higher

Class Hours: 27 lecture/81 lab total

This is an intermediate level course in the sculpting of clay, wood, metal, plaster, and other materials. Creative applications of these media are used in abstract and representational forms. (CSU/UC transferable)

ART 55C ADVANCED SCULPTURE – 3 Units

Prerequisite: ART 55B with a grade of C or higher

Note: Field trips may be required

Class Hours: 27 lecture/81 lab total

This course expands upon the information and techniques gained from Intermediate Sculpture. Attention will be given to personal idea development and concepts, consistency, presentation, techniques and working independently. Students will be expected to develop a style and conceptual approach which will be reflected in the sculpture produced during the semester. Students will develop a professional portfolio and learn to communicate professionally. *(CSU/UC transferable)*

ART 57 SCULPTURAL GLASS – 3 Units

Advisory: ART 45 or ART 55 with a grade of C or higher

Note: Field trips may be required

Class Hours: 27 lecture/81 lab total

This is a structured intermediate sculpture course in which students will develop an understanding of the potential of the medium of glass in its molten and frozen states. Students will begin a hands-on involvement with molten glass working, ladle sand casting, kiln casting and other glass processes. Regular demonstrations, presentations and in-class projects as well as individual assignments will establish a fundamental knowledge and physical understanding of glass as a medium for sculpture. *(CSU/UC transferable)*

ART 70A BEGINNING DIGITAL PHOTOGRAPHY – 3 Units (formerly ART 70)

Grading: Pass/No Pass Option

Note: This is a digital imaging class. Students must provide an 8 megapixel (or larger) digital camera with manual aperture and shutter speed controls.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

An introductory digital course presenting the origins and history of photography, camera and lens familiarization, exposure, metering, printing procedures, print presentation, composition, and standards of quality. Emphasis is placed on print quality along with content, composition, and personal expression. The course concentrates on expressive and aesthetic aspects of photography in fine art. This course may be offered in a distance education format. *(CSU/UC transferable)*

ART 70B INTERMEDIATE DIGITAL PHOTOGRAPHY – 3 Units (formerly ART 71)

Grading: Pass/No Pass Option

Prerequisite: ART 70A with a grade of C or higher

Note: This is a digital imaging class. Students must provide an 8 megapixel (or larger) digital camera with manual aperture and shutter speed controls.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This is a continuation and advancing of the principles covered in Beginning Digital Photography with emphasis on artistic expression and use of current technologies. This course may be offered in a distance education format. *(CSU/UC transferable)*

ART 70C ADVANCED INTERMEDIATE DIGITAL PHOTOGRAPHY – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ART 70B with a grade of C or higher

Note: This is a digital imaging class. Students must provide an 8 megapixel (or larger) digital camera with manual aperture and shutter speed controls.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course builds on the techniques covered in Intermediate Digital Photography. This course provides instruction in the advanced theories, vocabularies and techniques of digital photography with emphasis on artistic expression and use of current technologies. This course may be offered in a distance education format. *(CSU/UC transferable)*

ART 70D ADVANCED DIGITAL PHOTOGRAPHY – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ART 70C with a grade of C or higher

Note: This is a digital imaging class. Students must provide an 8 megapixel (or larger) digital camera with manual aperture and shutter speed controls.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course builds on the techniques covered in Advanced Intermediate

Digital Photography. This course provides continued exploration in the advanced theories, vocabularies and techniques of digital photography. Emphasis will be on current issues in photography, contemporary photographers and portfolio development along with the basic theories of illumination and the utilization of a variety of light sources. This course may be offered in a distance education format. *(CSU/UC transferable)*

ART 72 INTRODUCTION TO DIGITAL ART – 3 Units

Grading: Pass/No Pass Option

Note: Students should have a basic understanding of computers before enrolling in the class. Prior experience with Photoshop, Illustrator or InDesign is not necessary.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours total 162)

An introduction to the concepts and methods of digital art and design, this course is designed to introduce students to image editing, digital painting and drawing, animation, graphic rendering and file output for print, web, or multimedia using current software. This course may be offered in a distance education format. *(CSU transferable)*

ART 80A GRAPHIC DESIGN – 3 Units

Grading: Pass/No Pass Option

Advisory: ART 12 with a grade of C or higher

Note: It would be helpful if the student has basic skills in Adobe Photoshop.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

The course provides the student with an introduction to the theories and applications behind typography, color theory, layout, and composition. The student will learn and use industry standard image editing and page layout software to produce class assignments typically encountered in the graphic design and printing industries. This course may be offered in a distance education format. *(CSU transferable)*

ART 80B INTERMEDIATE GRAPHIC DESIGN – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ART 80A with a grade of C or higher

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course builds on the software training and design concepts from 80A to teach the student more advanced image editing, document composition, and digital illustration techniques using industry standard software and accepted design practices and advanced theories and principles. This course may be offered in a distance education format. *(CSU transferable)*

THE 100 SERIES OF COURSES ARE SPECIFIC SUBJECT AREAS TAKEN FROM THE TRANSFER (1-98) COURSES AS SHORT-TERM INTRODUCTION COURSES:

ART 110 MIXED MEDIA: WORKS ON PAPER – 2 Units

Grading: Pass/No Pass Option

Class Hours: 18 lecture/54 lab total

This course selectively and aesthetically combines various media and techniques of drawing, painting, photo, printing and collage into two-dimensional works. Underlying the instruction is a historical component which emphasizes modern and contemporary art to broaden the students' interest and awareness of contemporary trends.

ART 301 BEGINNING, INTERMEDIATE AND ADVANCED DRAWING & PAINTING-MIXED MEDIA – 0 Units

Grading: Pass/No Pass Only

Class Hours: 25 lecture/29 lab total

An introductory, intermediate, and advanced course incorporating basic drawing techniques using a variety of pencils and covering composition, color mixing, brush strokes, watercolor, acrylic, oil and pastels, the course is designed to provide stimulation and growth for individual adults through art activities.

ASTRONOMY (ASTR)

ASTR 2 STELLAR ASTRONOMY – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is a survey course designed to introduce the science of astronomy concentrating on celestial bodies and phenomena beyond the

solar system. This course covers aspects of the history of astronomy, light, telescopes, prominent scientists, the sun, stars, stellar evolution, galaxies, cosmology, gravity wave astronomy, and the possibility of other life forms in the Universe. This course may be offered in a distance education format. *(CSU/UC transferable)*

ASTR 3 ASTRONOMY: THE SOLAR SYSTEM – 3 Units (formerly ASTR 1)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is a survey course designed to introduce the science of astronomy with an emphasis on the solar system. This course covers aspects of archaeoastronomy, telescope optics, prominent scientists, the sun, planets and their moons, asteroids, comets, solar system exploration, and extrasolar planets. This course may be offered in a distance education format. *(CSU/UC transferable)*

AUTOMOTIVE TECHNOLOGY (AUTO)

NOTE: STUDENTS MUST PROVIDE THEIR OWN HAND TOOLS FOR TECHNICAL CLASSES IN THE DIESEL TECHNOLOGY AND AUTOMOTIVE TECHNOLOGY MAJORS IN ORDER TO COMPLETE REQUIRED COURSE OBJECTIVES.

AUTO 1 VEHICLE ELECTRICAL SYSTEMS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course is designed to cover the basic theory of electricity and magnetism, as well as areas of operation, testing, and service of vehicle batteries, switches, relays, starters and starting systems, alternators, regulators, charging systems, and light circuits. The course includes electrical theory, repair procedures, and ASE laboratory tasks. This course, along with AUTO 11, is designed to prepare students to become ASE certified in area A-6 and is required for Automotive majors with emphasis on electrical systems. This course may be offered in a distance education format. *(CSU transferable)*

AUTO 11 INTRODUCTION TO HYBRID AND ELECTRIC VEHICLE TECHNOLOGY – 3 Units

Corequisite: AUTO 1, DIES 160, or INDE 37, or previous completion of AUTO 1, DIES 160, or INDE 37 with a grade of C or higher, or current automotive service excellence (ASE) A6 credentials

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course explores the use of Hybrid and Electric battery power for vehicle transportation. Topics will include safety when using high voltage, maintenance, driveability, inverter, DC/DC power transfer, and battery technology. Physics of battery storage, hybrid generation systems, electric vehicle applications and their integrated systems from many manufacturers will be discussed. Hybrid and high voltage maintenance procedures will be covered. This course could be a preparation for the student to successfully complete the L3 ASE certification exam. The Light Duty Hybrid/Electric Vehicle Specialist (L3) is a new, advanced level certification geared toward technicians who perform diagnoses and repairs on hybrid/electric vehicles. Students are advised that the Automobile Electrical/Electronic Systems (A6) and Engine Performance (A8) certifications are required to register for the (L3) certification. This course may be offered in a distance education format. *(CSU transferable)*

AUTO 20 ENGINE PERFORMANCE – 4 Units

Class Hours: 36 lecture/108 lab total (when offered in the distance education format, hours will total 216)

This course is designed to give students the understanding of the operation of automotive engines and related systems such as electrical, ignition and fuel delivery. The course will also provide students with entry-level skills to diagnose, service and repair these systems using current industry tools and equipment. This course includes ASE laboratory tasks and is designed to prepare students to become ASE certified in area A-8. This course may be offered in a distance education format. *(CSU transferable)*

AUTO 21 ADVANCED ENGINE PERFORMANCE – 3 Units

Grading: Pass/No Pass Option

Corequisite: AUTO 20, or previous completion of AUTO 20 with a grade of C or higher

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course is designed to continue the study of engine performance by including the emission control system and computer controlled engine operation. The course will also provide students with entry-level skills to diagnose, service and repair these systems using current industry tools and equipment. This course includes ASE laboratory tasks and, along with AUTO 20, is designed to prepare students to become ASE certified in areas A-8 and L-1. This course along with AUTO 11 and AUTO 20 will qualify students to test for the Bureau of Automotive Repair Level 1 smog training certificate. This course may be offered in a distance education format. *(CSU transferable)*

AUTO 94 WORKSITE LEARNING FOR AUTOMOTIVE TECHNOLOGY – 1-8 Units

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Automotive Technology Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved automotive technology job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on the job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. *(CSU transferable)*

AUTO 132 STEERING AND SUSPENSION – 3 Units

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course is designed to give students the entry-level skills required to diagnose, service, and repair modern automotive suspension systems. The course includes theory of operation, repair procedures and ASE laboratory tasks. This course is designed to prepare students for ASE A-4 certification. This course may be offered in a distance education format.

AUTO 147 AUTOMOTIVE BRAKING SYSTEMS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course is designed to provide the entry level skills needed to diagnose, service, and repair various braking systems found on domestic and import automobiles and light trucks. The course includes brake theory, repair procedures, ASE laboratory tasks, and is designed to prepare students to become ASE certified in area A-5. Standard, power assist, drum and disc type systems, and anti-lock braking systems are included in this course. This course may be offered in a distance education format.

AUTO 150 INTRODUCTION TO ENGINE MACHINING – 4 Units (formerly INDE 150)

Class Hours: 36 lecture/108 lab (when offered in the distance education format, hours will total 216)

This course is designed to introduce the student to the basic fundamentals of the internal combustion engine. The subjects will cover the operation and design of varied engine systems and the repair and rebuilding of these engines. This course will also provide instruction in the disassembly, cleaning, and inspection of the internal combustion engine. The student will be orientated in the use of general and specialty tools used in the rebuilding of internal combustion engines. ASE-based tasks will utilize hand tools, power tools and modern machining equipment. Completion of this course will prepare students to become certified in ASE area A-1. This course may be offered in a distance education format.

AUTO 161 MANUAL DRIVE TRAIN AND AXLES – 3 Units

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course is designed to give a technical and working knowledge of manual drive trains and axles. Subject matter includes clutch diagnosis and repair, manual transmission diagnosis and repair, transaxle diagnosis and repair, drive (half) shaft and universal joint diagnosis and

repair, rear axle diagnosis and repair, four-wheel drive component diagnosis and repair, theory of operation, repair procedures, and ASE laboratory tasks. This course is designed to prepare students to become ASE certified in area A-3. This course may be offered in a distance education format.

AUTO 162 AUTOMATIC TRANSMISSIONS AND TRANSAXLES – 3 Units

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

A course designed to give a working knowledge of automatic transmissions and transaxles. Subject matter covered will include transmission/transaxle maintenance and adjustment, in-vehicle transmission/transaxle repair, and off-vehicle transmission/transaxle repair. The course includes theory of operation, repair procedures, and ASE laboratory tasks. This course is designed to prepare students to become ASE certified in area A-2. This course may be offered in a distance education format.

AUTO 163 HEATING, AIR CONDITIONING AND ACCESSORIES – 3 Units

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course is designed to give students a technical and working knowledge of automotive heating and air conditioning systems. Emphasis is placed on entry level skills necessary for diagnosing, servicing, and repairing modern automotive heating and air conditioning systems. The course includes theory of operation, repair procedures, and ASE laboratory tasks. This course is designed to prepare students to become ASE certified in area A-7. This course may be offered in a distance education format.

AUTO 176 LEVEL 2 SMOG TECHNICIAN TRAINING – 1 Unit

Advisory: AUTO 11, AUTO 20, and AUTO 21 with a grade of C or higher

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

The Smog Check training is intended to provide students the knowledge, skills, and abilities needed to perform Smog Check inspections. Students who successfully complete this training, and meet the Bureau's additional requirements, will qualify to apply for the Smog Check Inspector state licensing examination. This course may be offered in a distance education format.

AUTO 180 ENGINE MACHINIST I – 4 Units (formerly INDE 180, AUTO 180A)

Prerequisite: AUTO 150 or DIES 164 with a grade of C or higher

Note: Basic hand tools required

Class Hours: 36 lecture/108 lab total (when offered in the distance education format, hours will total 216)

This course is designed to give the student instruction in the use of precision equipment required in the reconditioning of modern automotive engines. Students completing this course will have the manipulative skills and the knowledge of the various machine tools required to completely remanufacture automotive engines. This course may be offered in a distance education format.

B

BIOLOGICAL SCIENCES (BIOL)

BIOL 1 PRINCIPLES OF BIOLOGY – 4 Units

Prerequisite: CHEM 1A with a grade of C or higher

Class Hours: 36 lecture/108 lab total

C-ID: BIOL 190

This is a biological science course emphasizing molecular and cellular organization, energetics of respiration and photosynthesis, and cell integration and development. Topics covered include general principles of heredity, evolution, speciation and ecology. This course is intended for majors in science. (CSU/UC transferable)

BIOL 5 INTRODUCTION TO HUMAN BIOLOGY – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

A one-semester introductory course in human anatomy and physiology presented with a medical emphasis. Selected topics on eleven organ

systems are covered. This course is intended to serve medical assistants, licensed vocational nursing, and fire science majors. It also complements child development and nutrition majors. BIOL 5 is a prerequisite for the LVN program. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – no credit if taken after ANAT 1 or PHY 1

BIOL 6 INTRODUCTION TO HUMAN BIOLOGY LABORATORY – 1 Unit

Corequisite: BIOL 5, or previous completion of BIOL 5 with a grade of C or higher

Note: Online BIOL 6 will not fulfill the LVN requirement.

Class Hours: 54 lab total (when offered in the distance education format, hours will total 54)

This laboratory course is designed to complement BIOL 5 and is a one-semester human anatomy and physiology laboratory course. Exercises include anatomical language, microscopy, membrane transport processes, skeletal muscle contraction, cardiology, blood pressures, pulmonary ventilation, and enzymatic digestion. The anatomy of eleven organ systems is also included. BIOL 6 is a prerequisite for the LVN program. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – no credit if taken after ANAT 1 or PHY 1

BIOL 10 GENERAL BIOLOGY – 3 Units

Grading: Pass/No Pass Option

Note: BIOL 10 will meet the general education requirement for a laboratory science if taken with BIOL 10L.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is an introduction to the major concepts of modern biology. Topics covered include biochemistry, cell biology, heredity, and nature of genes, evolution, diversity of life, and principles of ecology. Emphasis will be placed on those aspects of biology that are rapidly reshaping our culture. This course may be offered in a distance education format. This course will meet the general education requirement for a laboratory science if taken with BIOL 10L. (CSU/UC* transferable) *UC transfer limit – no credit if taken after BIOL 1

BIOL 10L GENERAL BIOLOGY LABORATORY – 1 Unit

Grading: Pass/No Pass Option

Corequisite: BIOL 10, or previous completion of BIOL 10 with a grade of C or higher.

Note: BIOL 10L will meet the general education requirement for a laboratory science if taken with BIOL 10.

Class Hours: 54 lab total (when offered in the distance education format, hours will total 54)

This is a laboratory experiments and demonstrations covering the basic concepts of the lecture course BIOL 10. The laboratory is designed to expose student to biological techniques including microscopy, biochemistry, genetics, evolution, diversity of life, and principles of ecology. This course may be offered in a distance education format. (CSU/UC transferable)

BIOL 11 DIVERSITY OF LIFE – 3 Units

Grading: Pass/No Pass Option

Class Hours: 162 total hours (only offered in the distance education format)

This course is a 3-unit, transferable, non-laboratory, computer-based life science course. It is available only on the Internet and is intended for those people who, for one reason or another, cannot come to the Shasta College campus for course work. Topics include molecular and cell biology, inheritance, gene expression, mutation, evolution and the diversity of living organisms. (CSU/UC transferable)

BIOL 12 FIELD BIOLOGY – 3 Units

Note: A portion of this course may take place in an international location.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course covers plant and animal morphology, classification, evolution, and ecological relationships examined through field and laboratory study, with an emphasis on field experiences. This course may be offered in a distance education format. (CSU/UC transferable)

BIOL 12L FIELD BIOLOGY LABORATORY – 1 Unit

Corequisite: BIOL 12

Note: Lab/field portion of course may take place in an international location.

Class Hours: 54 lab total

This laboratory course includes field techniques, experiments, and

demonstrations covering the basic concepts of the lecture course BIOL 12. This laboratory course is designed to expose students to common biological field research methods, such as biological field sampling techniques including quadrants, transects, pitfall traps, light traps, and mist nets. *(CSU/UC transferable)*

BOTANY (BOT)

BOT 1 GENERAL BOTANY – 4 Units

Grading: Pass/No Pass Option

Prerequisite: MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

Advisory: BIOL 1 or BIOL 10 with a grade of C or higher

Note: This course includes required field trips that may extend past normal class times.

Class Hours: 36 lecture/108 lab total

C-ID: BIOL 155

This course is intended for science majors and covers comparative diversity, structure, and function of major plant and plant-like groups. Topics include plant development, morphology and physiology, taxonomy and systematics, ecology, and ethnobotany. *(CSU/UC transferable)*

BOT 15 PLANTS AND PEOPLE – 3 Units

Corequisite: BOT 15L

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course focuses on the study of plant biology and the relationships between plants and people and how plants have shaped human history and cultures throughout the world. The diversity of the plant kingdom will be examined, as well as plant anatomy, physiology, evolution, and ecology and how these relate to their human use as sources of food, beverages, spices, dyes, fiber, shelter, fuel, and bioactive chemicals used medicinally. This course must be taken with BOT 15L, which provides hands-on opportunities to explore human use of plants and emphasizes experimental methodology, the testing of hypotheses, investigation, and the process of systematic questioning and assessment. The Lecture and Lab sections of this course, taken together, meet the general education requirement for a science with a laboratory. This course may be offered in a distance education format. *(CSU/UC transferable)*

BOT 15L PLANTS AND PEOPLE LABORATORY – 1 Unit

Corequisite: BOT 15

Class Hours: 54 lab total

This laboratory course supports the Plants and People lecture course by providing hands-on opportunities to explore what plants are, why they are so important to human cultures throughout the world, and how plants have shaped human history. Plant biology and plant diversity will be examined in lab settings and in the field. Throughout the course, students will explore the importance of plants as foods, beverages, spices, medicines, dyes, fiber, wood, and fuel through film, hands-on laboratory activities, experiments, and field trips. *(CSU/UC transferable)*

BOT 50 WILDFLOWERS OF CALIFORNIA – 2 Units

Grading: Pass/No Pass Option

Note: Weekend day field trips are required in addition to normal class meetings.

Class Hours: 27 lecture/27 lab total (when offered in the distance education format, hours will total 81 for the lecture portion of the class and an additional 27 hours of lab, totaling 108 hours for this course)

This course examines local wildflowers and plant families of California. Structural characteristics of the wildflowers and their plant families will be emphasized and how to use local plant identification keys. This knowledge will be used to identify wildflower plants in the field. Time spent in the field reinforces identification skills by allowing students to observe these flowers in their natural settings. Field trips are a required part of this course and may occur on Saturdays. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

BOT 52 MUSHROOM IDENTIFICATION – 2 Units

Note: Includes two local mushroom collection field trips

Class Hours: 27 lecture/27 lab total

In this course, students will learn to identify mushrooms and other fungi of Northern California. Class discussions will cover mushroom biology, the groups of fungi, mushroom structure, recognizing mushrooms by

sight, and identifying mushrooms using written mushroom identification keys. Field trips will reinforce identification skills and help students understand the role of mushrooms in the ecosystem. There will be special emphasis on mushroom poisons and consumer safety. *(CSU transferable)*

BUSINESS ADMINISTRATION (BUAD)

See Also: ACCT, BSOT, CIS

BUAD 6 BUSINESS LAW I – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: BUS 120

Introduction to the legal process which covers the fundamental legal principles pertaining to business transactions. Topics include sources of law and ethics, contracts, torts, agency, judicial and administrative processes, employment law, forms of business organizations, and domestic and international governmental regulations. This course may be offered in a distance education format. *(CSU/UC* transferable)*

BUAD 10 INTRODUCTION TO BUSINESS – 3 Units

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: BUS 110

A survey course for both business and non-business majors covering the different disciplines (finance, management, and marketing) of business. The course also covers the complexities of the competitive business world and includes additional disciplines such as international business, forms of business ownership, social responsibility and ethics, and entrepreneurship. Designed to provide students familiarity with basic principles and practices of contemporary business, knowledge of business terminology, and an understanding of how business works within the U.S. economic system. Due to its introductory nature, it is recommended that this course be taken as a first business course. This course may be offered in a distance education format. *(CSU/UC* transferable)* *UC transfer limit – maximum credit one course between BUAD 10 and BUAD 15

BUAD 12 INTERNATIONAL BUSINESS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is an introduction to international business. Emphasis will be on understanding global management, marketing, supply-chain management, and finance while working in an international environment influenced by cultural, legal, political, economic, and social factors. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 14 PERSONAL FINANCE – 3 Units

Prerequisite: Math Placement Level 4 or higher

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

An introduction to personal finance, providing an in-depth study of time value of money, loan options and savings vehicles, retirement planning, tax strategies, and the implications of inflation. The course will strengthen quantitative reasoning skills including algebraic models and statistical data analysis. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 15 BUSINESS AND SOCIETY – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

The purpose of this course is to increase the student's awareness of ethical issues in business. The course establishes a framework and definition of ethics and the interaction among business, government, and society. Examples from current events and across business disciplines will be used. Opposing points of view will be presented allowing the student to make individual judgments about ethical behavior in business and what things can and should be done to create a sustainable business model for the future. This course may be offered in a distance education format. *(CSU/UC* transferable)* *UC transfer limit – maximum credit one course between BUAD 10 and BUAD 15

**BUAD 30 REAL ESTATE PRINCIPLES – 3 Units
(formerly REAL 30)**

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is a fundamental real estate course covering the basic laws and principles of California Real Estate. The knowledge, background, and terminology necessary for advanced study in specialized courses are covered. Designed to assist those preparing for the real estate salesperson license examination. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 39 ENTREPRENEURIAL MINDSET – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

Entrepreneurial skills are increasingly important to personal and economic success, regardless of chosen field or whether working as an employee, contractor, or entrepreneur. This course provides an overview of the entrepreneurial mindset that individuals need in order to succeed in business and can apply to other aspects of their lives. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 40 ENTREPRENEURSHIP AND SMALL BUSINESS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course offers an entrepreneurial perspective of starting a small business. The course covers techniques and methods of starting and managing a small business enterprise and incorporates the exploration of a sound business plan that includes a financial, management, and marketing analysis. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 41 LEADERSHIP AND SUPERVISION – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course focuses on the role of the first-line supervisor in the organization. There is particular emphasis on team building, coping with organizational change, leadership styles, motivating employees, and the supervisor's role in monitoring the primary management functions of planning, organizing, directing and controlling. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 42 FINANCING A SMALL BUSINESS – 3 Units

Grading: Pass/No Pass Option

Advisory: Students will need to have access to and a working knowledge of Microsoft Excel.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

A course designed to give an understanding on the various ways of funding a business venture. The course explores how to raise money for growing or starting a small business by reviewing sources of public and private debt, equity capital, Initial Public Offering, commercial loans and SBA-guaranteed programs. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 44 INVESTMENTS – 3 Units (formerly FIN 44)

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

The course is designed to help the student gain an understanding of financial markets, including stocks, bonds, and mutual funds. Students will develop their own investment philosophy and create a personal investment portfolio. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 45 HUMAN RELATIONS ON THE JOB – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is a course designed to give the student the opportunity to increase interpersonal skills. There is particular emphasis on communication, motivation, leadership, and group decision skills. Emphasis is placed on improved relationships among employees and between employees and employers. Topics include communication processes and styles, attitudes, values, motivation, leadership, valuing diversity, and reinforcement on the job. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 55 SOCIAL MEDIA MARKETING – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

The course provides an overview of social media marketing (SMM). This course is designed to build students' social media marketing skills by utilizing projects that give students hands on experience implementing social media marketing strategies. Topics include integrating different social media technologies into a marketing plan, creating social media marketing campaigns, and applying appropriate social media tools. Upon completion, students should be able to use social media technologies to create and improve marketing efforts for businesses. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 56 ENTREPRENEURIAL STRUCTURE – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

The importance of selecting a legal structure is often overlooked when starting a business, and the success of one's business depends on making the correct choice. This course covers the legal structures of sole proprietorship, partnerships, and corporations, as well as their subcategories. The pros and cons of each business type will be evaluated. Legal and tax implications will be explored. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 66 BUSINESS COMMUNICATIONS – 3 Units

Prerequisite: BUAD 166 or ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Note: Student must complete all assignments using a computer. Handwritten assignments will not be accepted.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course applies the principles of ethical and effective communication to the creation of letters, memos, emails, and written and oral reports for a variety of business situations. The course emphasizes planning, organizing, composing, and revising business documents using word processing software for written documents and presentation-graphics software to create and deliver professional-level oral reports. This course is designed for students who already have college-level writing skills. This is a required course for many major and certificate programs and an alternate requirement or suggested elective in others. This class also satisfies the A.S. General Education requirement in English. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 71 INTRODUCTION TO E-COMMERCE – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is an introduction to e-commerce principles. Topics include an overview of where e-commerce fits into the business, e-commerce basics, cost-benefit of e-commerce solutions, planning and development. This course offers practical suggestions to individuals involved in or planning an e-commerce business or business component. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 72 E-COMMERCE MARKETING – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

E-Commerce Marketing (electronic commerce) is the study of all the online or electronic-based activities that facilitate manufacturing goods and services by the producer to satisfy the wants and needs of the consumer. Electronic marketing draws heavily on professional networks and technology to coordinate market research, aid product development, develop strategies and tactics to persuade consumers to buy, provide for online distribution, maintain customer records, conduct customer satisfaction surveys, and gather consumer feedback. Electronic marketing advances the overall marketing program that in turn supports the company's overall marketing business objectives. This course may be offered in a distance education format. *(CSU transferable)*

**BUAD 77 PRINCIPLES OF MARKETING – 3 Units
(formerly MKTG 74, BUSI 74)**

Grading: Pass/No Pass Option

Advisory: BUAD 166 or ENGL 196 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to help the student understand everyday

marketing problems in organizations. Topics include changing roles of marketing, the marketing mix, consumer behavior, sales, advertising, market research, middlemen, retailing, product development, and marketing plans. Additionally, the writing and presentation of a marketing plan is required. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 80 PRINCIPLES OF CUSTOMER SERVICE – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to provide the student with an understanding and knowledge of the importance of meeting the needs of customers in a service economy. Students will gain insight into employer and customer expectations of service levels. Emphasis will be placed on developing specific skills and abilities critical to providing excellent customer service. In addition, the student will be introduced to the concepts of internal and external customers, customer satisfaction, and customer retention. Other topics covered are attitude in the workplace, communicating with customers, decision making and problem solving, conflict resolution, and dealing with change in the workplace. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 91 PRINCIPLES OF MANAGEMENT – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is a basic course to broaden the student's knowledge of the business organization, emphasizing how the organizational structure can affect personnel, productivity, and ultimately the success of the firm. This course is required for the Business Management Program and is designed to assist any student who is wishing to become more knowledgeable about organization and management theory and promote in management. The course should stimulate thought and discussion of several aspects of management and provide a limited opportunity for public speaking. This course may be offered in a distance education format. *(CSU transferable)*

BUAD 94 BUSINESS WORKSITE LEARNING – 1-8 Units

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Business Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved business job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. *(CSU transferable)*

BUAD 120 STARTING A SMALL BUSINESS – THE ENTREPRENEUR – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This is a survey course that explores various components that need to be considered for anyone contemplating or currently operating a small business – the Entrepreneur. The major class project will be the development of a basic executive summary of the student's business of choice. This course may be offered in a distance education format.

BUAD 166 BUSINESS ENGLISH – 3 Units

Prerequisite: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides an effective command of written English for transaction of business. Emphasis is given to grammar, spelling, vocabulary, and punctuation, and the format of the business letter, including expository and argumentative writing as well as the necessary information competency skills to select and incorporate reliable data in support of an argument. This is a required course for many majors and certificate programs and an alternative requirement or suggested elective in others. This course may be offered in a distance education format.

BUAD 172 BUSINESS MATH – 3 Units

Grading: Pass/No Pass Option

Prerequisite: MATH 100 or MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is a required course in several business occupational majors and suggested elective in others. Students entering the class should have a strong foundation of basic arithmetic skills of adding, subtracting, multiplying, and dividing of whole numbers, fractions, decimals, and percentage values. The class consists of applications of these skills to such business problems as markup; simple, discount, and compound interest; trade and cash discounts; insurance; installment buying; depreciation; break-even analysis to solve for systems of linear equations; and the use of quadratic equations and graphing to solve for maximum profit. This course may be offered in a distance education format.

BUAD 176 PRINCIPLES OF RETAILING – 3 Units (formerly MKTG 176, BUSI 176)

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is a course designed to develop student proficiency in the diverse aspects of retailing. The course includes specific areas of study, such as: store site location, store layout, product line selection, buying, pricing, selling, advertising, and financial management. This class is designed for those going into retail as well as those students planning to enter businesses that deal with retail merchants, i.e., wholesalers, advertising media, insurance agencies, accounting firms, and other service areas. This course may be offered in a distance education format.

BUAD 301A LAUNCHING YOUR BUSINESS – 0 Units

Grading: Pass/No Pass Only

Class Hours: 9-27 lecture total (when offered in the distance education format, hours will total 9-27)

This course is designed to give students the necessary knowledge and skills to explore, plan and develop a business. The business entrepreneur utilizes the understanding of business concepts, strategies, and technology to shape ideas into opportunities supported by research, data, and business models. This course may be offered in a distance education format.

BUAD 301B DEVELOPING YOUR BUSINESS MODEL – 0 Units

Grading: Pass/No Pass Only

Class Hours: 9-27 lecture total (when offered in the distance education format, hours will total 9-27)

This course is designed to build on the business plan, research, and strategies that were developed in BUAD 301A. This course sequence can also be taken independently from BUAD 301A. Students will explore financing, bookkeeping, budgeting, legal/business law, and leadership when launching and owning a business. This course may be offered in a distance education format.

BUSINESS SYSTEMS AND OFFICE TECHNOLOGIES (BSOT)

(formerly Office Administration)

BSOT 10 EXCEL FOR WINDOWS I – 1 Unit (formerly OAS 10, CIS 10, MIS 73)

Grading: Pass/No Pass Option

Note: Internet and classroom students will require access to a computer with the same version of Microsoft Operating System and Office Suite being used in the course. Computer access is provided on campus at the Learning Resource Center and the Tehama Campus.

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This is an introductory course that introduces the concepts, principles, and uses of the EXCEL spreadsheet through multi-media lecture, demonstration, and discussion. Instruction will include use of the Windows environment; creating, editing, formatting, and printing a worksheet; charts/graphs development; and formulas/functions using relative and absolute cell reference. This course may be offered in a distance education format. *(CSU transferable)*

**BSOT 11 EXCEL FOR WINDOWS II – 1 Unit
(formerly OAS 11, CIS 11, MIS 74)**

Grading: Pass/No Pass Option

Advisory: BSOT 10 with a grade of C or higher.

Note: Internet and classroom students will require access to a computer with the same version of Microsoft Operating System and Office Suite being used in the course. Computer access is provided on campus at the Learning Resource Center and the Tehama Campus.

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

Designed to expand and improve worksheet skills through multi-media lecture, demonstration, and discussion. Instruction will include managing workbook data, using tables, analyzing table data, automating worksheet tasks, enhancing charts, and using what-if analysis. This course may be offered in a distance education format. (CSU transferable)

**BSOT 51 INTRODUCTION TO KEYBOARDING AND WORD –
3 Units (formerly OAS 51, BUSI 51)**

Grading: Pass/No Pass Option

Note: Internet and classroom students will require access to a computer with the same version of Microsoft Operating System and Office Suite being used in the course. Computer access is provided on campus at the Learning Resources Center and the Tehama campus.

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

An introductory course in keyboarding and Microsoft Word. Class includes learning to type alphabetic, numeric and symbol keys by touch; developing speed and accuracy; and formatting business documents including letters, memos, reports, tables and labels. Recommended for all students that want to learn typing and Microsoft Word. No prior knowledge of computers is required making this course an excellent place to start for beginning computer users. This course may be offered in a distance education format. (CSU transferable)

**BSOT 52 INTERMEDIATE KEYBOARDING AND WORD – 3 Units
(formerly OAS 52, BUSI 52)**

Grading: Pass/No Pass Option

Prerequisite: BSOT 51 with a grade of C or higher

Note: Internet and classroom students will require access to a computer with the same version of Microsoft Operating System and Office Suite being used in the course. Computer access is provided on campus at the Learning Resources Center and the Tehama campus.

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

An intermediate course in keyboarding and Microsoft Word. This course continues the development of keyboarding speed and accuracy while emphasizing the formatting of various kinds of business correspondence, reports, tables, forms, and desktop publishing projects from rough drafts. This course may be offered in a distance education format. (CSU transferable)

**BSOT 64 COMPUTERIZED TEN-KEY – 0.5 Units
(formerly OAS 64, BUSI 64)**

Grading: Pass/No Pass Option

Class Hours: 27 lab total (when offered in the distance education format, hours will total 27)

A course designed to teach the numeric 10-key pad by touch on the computer with speed and accuracy using industry standards for data entry. Proficiency on three employment tests used by three large interstate corporations help the student meet employment standards. The course has been designed to accommodate hearing impaired students. This course may be offered in a distance education format. (CSU transferable)

BSOT 80 OUTLOOK – 1 Unit (formerly OAS 80)

Grading: Pass/No Pass Option

Advisory: Ability to type 25 wpm

Note: Class will require outside time using a computer with appropriate software. Computer access is provided on campus at the Learning Resource Center and the Tehama Campus. Students taking the Internet format of this course must have access to the same version of Microsoft Operating System and Office Suite being used in the course.

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This course introduces the student to the use of Microsoft Outlook, a desktop information management program in the Microsoft Office Suite.

Instruction will include managing email messages, scheduling appointments and activities with the Calendar, entering and updating names and addresses as contacts, creating and maintaining an electronic to-do list with Tasks, and using Categories to organize, sort, and search. This course may be offered in a distance education format. (CSU transferable)

BSOT 84 POWERPOINT – 1 Unit (formerly OAS 94)

Grading: Pass/No Pass Option

Note: Class will require outside time using a computer with appropriate software. Some computer access is provided on campus at the Learning Resources Center and the Tehama Campus. Students taking the Internet format of this course must have access to the same version of the Microsoft Operating System and Office Suite being used in the course.

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This is a hands-on course designed to familiarize students with Microsoft PowerPoint. Students will learn how to create effective slide show presentations with emphasis on customizing text, graphics and charts. Students will work with embedded and linked objects as well as hyperlinks and use PowerPoint's many slide show features. This course may be offered in a distance education format. (CSU transferable)

BSOT 91 WORD FOR WINDOWS I – 1 Unit (formerly OAS 91)

Grading: Pass/No Pass Option

Advisory: Ability to type 25 wpm

Note: Class will require outside time using a computer with appropriate software. Some computer access is provided on campus at the Learning Resources Center and the Tehama Campus. Students taking the Internet format of this course must have access to the same version of the Microsoft Operating System and Office Suite being used in the course.

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This course introduces word processing through using Microsoft Word for Windows. Microsoft Word will be used to complete the functions of creating, editing, saving, opening and printing documents with varying degrees of difficulty. Topics to be covered include: file management; creating new documents using both the blank Word document screen or wizards and templates; selecting text to move/copy/delete/format or utilize the clipboard; creating and formatting tables, including calculations; spelling and thesaurus tools; font, paragraph and page formatting; customized tabs; indents; bullets and numbering; borders and shading; headers, footers, and page numbering; finding and replacing. This course may be offered in a distance education format. (CSU transferable)

BSOT 92 WORD FOR WINDOWS - II – 1 Unit (formerly OAS 92)

Grading: Pass/No Pass Option

Advisory: BSOT 51 or BSOT 91 with a grade of C or higher. Ability to type 25 wpm

Note: Class will require outside time using a computer with appropriate software. Some computer access is provided on campus at the Learning Resources Center and the Tehama Campus. Students taking the Internet format of this course must have access to the same version of the Microsoft Operating System and Office Suite being used in the course.

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This course introduces word processing through using Microsoft Word for Windows. Microsoft Word will be designed to expand and improve basic word processing skills to a higher level of proficiency through multi-media lecture/demonstration/discussion. Instruction will include a review of basic concepts and commands, illustrating documents with graphics, creating a web site, merging word documents, working with styles and templates, developing multi-page documents; and integrating Word with other programs. This course may be offered in a distance education format. (CSU transferable)

**BSOT 94 BUSINESS SYSTEMS AND OFFICE TECHNOLOGIES
WORKSITE LEARNING – 1-8 Units (formerly OAS 84)**

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Business Systems and Office Technologies Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved business or office job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. (CSU transferable)

BSOT 114 HEALTHCARE BILLING AND REIMBURSEMENT – 3 Units (formerly OAS 144)

Advisory: HEOC 11 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

The course will enable students to understand the processing of healthcare claims as it relates to various insurance payer requirements beginning with abstracting information from medical chart documents and following procedural steps based on the nature of the patient status and payer. This course may be offered in a distance education format.

BSOT 120 TIME & STRESS MANAGEMENT IN THE WORKPLACE – 1 Unit (formerly BUAD 81)

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to introduce the student to time management principles and specific tools that assist in making maximum use of time. Included in this course is the recognition of stress and how to manage it, as well as job burnout and what to do about it. This course may be offered in a distance education format.

BSOT 121 DECISION MAKING, PROBLEM SOLVING, AND CONFLICT RESOLUTION – 1 Unit (formerly BUAD 83)

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to introduce the student to decision making and problem solving. It is also designed to provide the student with an analysis of attitudes and behaviors that create conflict between individuals and groups within an organization. This course may be offered in a distance education format.

BSOT 122 CUSTOMER SERVICE AND ATTITUDE IN THE WORKPLACE – 1 Unit (formerly BUAD 85)

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to provide the student with certain key skills and attitudes in order to effectively meet the needs of customers. The student will be introduced to the concept of internal and external customers, customer satisfaction, and customer retention. Topics will also include communicating with customers, developing a positive attitude, handling complaints, and sales skills. This course may be offered in a distance education format.

BSOT 123 COMMUNICATION AND TEAM BUILDING – 1 Unit (formerly BUAD 87)

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to introduce the student to key elements in communication within business organizations including verbal and nonverbal communication as well as listening skills. It will also provide the student with an understanding of how teams work together, common problems teams encounter and how to solve them. This course may be offered in a distance education format.

BSOT 124 VALUES, ETHICS, AND ORGANIZATIONAL CHANGE – 1 Unit (formerly BUAD 90)

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to acquaint the student with the importance of values and ethics in the workplace. It will also provide the student with an

understanding of change and the influence it has on an organization and the individuals in that organization. This course may be offered in a distance education format.

BSOT 130 Computer Basics – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This course assumes the student has limited experience on the computer and walks the student through file management, email, Internet use, use of MS Office Software, as well as interaction with Shasta College resources including navigating online courses. This course may be offered in a distance education format.

BSOT 150 ELECTRONIC MEDICAL RECORDS – 3 Units (formerly OAS 150, MEDA 150B)

Note: Internet and classroom students will require access to a computer with the same version of Microsoft Operating System and Office Suite being used in the course. Computer access is provided on campus at the Learning Resource Center and the Tehama campus.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to prepare students for entry-level positions working with electronic records in a medical office. Topics covered are computerized systems for appointment scheduling and follow-up; claim forms and coding; patient and insurance billing; and medical practice financial management. This course may be offered in a distance education format.

BSOT 152 KEYBOARDING FOR SPEED AND ACCURACY – 0.5 Units (formerly OAS 268, OAS 268AD, BUSI 268AD)

Grading: Pass/No Pass Option

Note: Class may require outside time using a computer with internet access and appropriate software. Computer access is provided on campus at the Learning Resource Center and the Tehama campus. Students taking the Internet format of this course must have access to the same version of Microsoft Operating System and Office Suite being used in the course.

Class Hours: 27 lab total (when offered in the distance education format, hours will total 27)

Designed for the beginning to advanced keyboarding student to improve typing speed and accuracy. Specific drills, proper typing technique, and ergonomics will be covered in the course. Development of keyboarding skills is attained through repetitive typing of specific drills designed to improve both accuracy and speed. This course may be offered in a distance education format.

BSOT 158 OFFICE PROCEDURES FOR ADMINISTRATIVE ASSISTANTS – 3 Units (formerly OAS 158, BUSI 158)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This capstone course prepares students to perform various information processing procedures and problem solving tasks required to support both today's office systems and those of the future. Students learn critical thinking, problem solving, teamwork, supervisory skills, office procedures, and information processing technologies to manage their work, as well as necessary attributes of an office professional. Also included are managing information storage and retrieval, and coordinating office communications to improve the efficiency of office functions. This course may be offered in a distance education format.

BSOT 166 RECORDS MANAGEMENT – 2 Units (formerly OAS 166, BUSI 163)

Class Hours: 27 lecture/27 lab total (when offered in the distance education format, hours will total 108)

A study of the basic principles, rules, and procedures of filing. It includes a study of alphabetic, numeric, subject, and geographic filing. Various types of filing equipment will be analyzed. This course may be offered in a distance education format.

BSOT 171 PROOFREADING SKILLS – 2 Units (formerly OAS 171, BUSI 168)

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

The course covers the application of appropriate methods of proofreading documents common to the work place, and an overview of the essential skills needed to perform text-editing functions in business settings. High

level proofreading skills are vital to the efficient operation and productivity of the information-processing office. Proofreading has become a "must" for quality control in the work place. This course may be offered in a distance education format.

BSOT 320 TIME & STRESS MANAGEMENT IN THE WORKPLACE – 0 Units

Grading: Pass/No Pass Only

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to introduce the student to time management principles and specific tools that assist in making maximum use of time. Included in this course is the recognition of stress and how to manage it, as well as job burnout and what to do about it. This course may be offered in a distance education format.

BSOT 321 DECISION MAKING, PROBLEM SOLVING, AND CONFLICT RESOLUTION – 0 Units

Grading: Pass/No Pass Only

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to introduce the student to decision making and problem solving. It is also designed to provide the student with an analysis of attitudes and behaviors that create conflict between individuals and groups within an organization. This course may be offered in a distance education format.

BSOT 322 CUSTOMER SERVICE AND ATTITUDE IN THE WORKPLACE – 0 Units

Grading: Pass/No Pass Only

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to provide the student with certain key skills and attitudes in order to effectively meet the needs of customers. The student will be introduced to the concept of internal and external customers, customer satisfaction, and customer retention. Topics will also include communicating with customers, developing a positive attitude, handling complaints, and sales skills. This course may be offered in a distance education format.

BSOT 323 COMMUNICATION AND TEAM BUILDING – 0 Units

Grading: Pass/No Pass Only

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to introduce the student to key elements in communication within business organizations including verbal and nonverbal communication as well as listening skills. It will also provide the student with an understanding of how teams work together, common problems teams encounter and how to solve them. This course may be offered in a distance education format.

BSOT 324 VALUES, ETHICS, AND ORGANIZATIONAL CHANGE – 0 Units

Grading: Pass/No Pass Only

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to acquaint the student with the importance of values and ethics in the workplace. It will also provide the student with an understanding of change and the influence it has on an organization and the individuals in that organization. This course may be offered in a distance education format.

C

CAREER AND LIFE SUCCESS (CALs)

(formerly Adaptive Studies)

**CALS 100 TRANSITION TO COMMUNITY COLLEGE – 3 Units
(formerly ADAP 100, SPED 100)**

Grading: Pass/No Pass Option

Advisory: English Placement Level 2 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course includes the introduction and practice of college study skills and techniques to enhance student success. The emphasis of this course

will be on self-assessment for the student who has educational limitations or challenges, as well as information dissemination. Topics to be discussed will include study skills, community, awareness of personal challenges including disability, personal goals, the college experience, and career exploration. This course may be offered in a distance education format.

CALS 110 CAREER PLANNING AND DEVELOPMENT – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed as a career development and planning option for students who have experienced barriers/limitations in education. The content of the course is designed to assist students in exploring and selecting optimal occupation and workplace settings. Students will receive instruction in goal setting, decision making, and problem solving related to the planning and development of educational and career plans. This course may be offered in a distance education format.

CALS 155 HUMAN AWARENESS AND RELATIONAL SKILLS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides instruction in personal, interpersonal, and life skills for students with disabilities or other life challenges. The aim of this course is to prepare students to tackle the rights as well as the responsibilities of adulthood and to assist individuals to achieve an interdependent balance that is essential in order to enjoy a meaningful quality of life. This course may be offered in a distance education format.

CALS 158 MATHEMATICS FOR EMPLOYMENT – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is constructed to help students with disabilities and/or other educational disadvantages enhance basic mathematics skills for vocational tasks. Instruction is provided in basic arithmetic computation of whole numbers, fractions, mixed numbers, and decimals; in understanding uses of ratios, percents, and proportions; in word problem decoding; and in measurement and basic geometric concepts. This course may be repeated in compliance with Title 5 regulations. This course may be offered in a distance education format.

CALS 160 MONEY MATTERS – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to provide students with the information and decision-making tools needed for developing and implementing a personal financial plan that considers current and future financial obligations. Topics include long term savings, establishing credit, and needs versus wants spending. This course may be offered in a distance education format.

CALS 162 MODES OF EXPRESSION – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to increase awareness and competency towards effectively conveying and receiving information within a variety of contexts. Emphasis is placed on using one's strengths and preferences to positively convey and receive information, while developing new skills and insights towards the process and factors that may facilitate rewarding communication. Subjects covered are receptive and expressive language, self-awareness, creative expression, verbal and nonverbal communication, conflict management, electronic transmissions, relational interactions, emotional impact and disclosures. This course may be offered in a distance education format.

CALS 163 HEALTH MATTERS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides students with the skills for understanding and making choices about their personal health, exercise, and nutrition. Participants will gain awareness, competence, and confidence in understanding their personal health and then develop strategies towards actively managing personal health. Examination of choices that promote

health and wellness, as well as potential barriers to health, will be examined. This course may be offered in a distance education format.

CALS 256 READING AND WRITING FOR CAREER AND LIFE – 3 Units (formerly ADAP 256, SPED 256)

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is constructed specifically for those students who desire direct applications of reading and writing skills for employment and daily life. Instruction will include word attack strategies, work-related language development, basic writing conventions, sentence writing, paragraph writing, critical thinking opportunities, and interpretive comprehension. Materials will be tailored to student's individual skill level. This course may be repeated in compliance with Title 5 regulations. This course may be offered in a distance education format.

CALS 300 FOUNDATIONS FOR COLLEGE – 0 Units

Grading: Pass/No Pass Only

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is an introduction and orientation to college including completion of all applications and forms, thorough review of college catalog, college services, and student rights and responsibilities. Emphasis of this course will be on self-assessment including learning styles, personal strengths and weaknesses, and goal-setting. Additional topics to be discussed will include aspects of educational challenges in college and work settings, reasonable accommodations strategies for success, and disability awareness. This course may be repeated in compliance with Title 5 regulations. This course may be offered in a distance education format.

CALS 354 BASIC COMPUTER SKILLS – 0 Units

Grading: Pass/No Pass Only

Class Hours: 54 lab total (when offered in the distance education format, hours will total 54)

This course is recommended for students requiring remedial instruction in using computers, whether through standard platforms or assistive technology. Skills covered include the use of email, Internet access, and the use of MS Office software to apply in personal and academic interactions. This course may be repeated in compliance with Title 5 regulations. This course may be offered in a distance education format.

CALS 356 READING AND WRITING FOR CAREER AND LIFE – 0 Units

Grading: Pass/No Pass Only

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is constructed specifically for those students who desire direct applications of reading and writing skills for employment and daily life. Instruction will include word attack strategies, work-related language development, basic writing conventions, sentence writing, paragraph writing, critical thinking opportunities, and interpretive comprehension. Materials will be tailored to student's individual skill level. This course may be repeated in compliance with Title 5 regulations. This course may be offered in a distance education format.

CALS 358 MATHEMATICS FOR EMPLOYMENT – 0 Units

Grading: Pass/No Pass Only

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is constructed to help students with disabilities and/or other educational disadvantages enhance basic mathematics skills for vocational tasks. Instruction is provided in basic arithmetic computation of whole numbers, fractions, mixed numbers, and decimals; in understanding uses of ratios, percents, and proportions; in word problem decoding; and in measurement and basic geometric concepts. This course may be repeated in compliance with Title 5 regulations. This course may be offered in a distance education format.

CHEMISTRY (CHEM)

CHEM 1A GENERAL CHEMISTRY – 5 Units

Grading: Pass/No Pass Option

Prerequisites: CHEM 16 or CHEM 2A with a grade of C or higher, or a score of 20 or higher on the California Chemistry Diagnostic test; and

MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher. (If you have completed one year of high school chemistry with a grade of C or higher, you will be eligible to enroll in this course once you have seen a counselor)

Note: Students must provide those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting.

Class Hours: 54 lecture/54 lab/18 discussion (when offered in the distance education format, hours will total 216 for the lecture/discussion portion of this class and an additional 54 hours of lab, totaling 270 hours for this course)

C-ID: CHEM 110; CHEM 120 S (with CHEM 1B)

A course for science and engineering majors which covers the nature of atoms, molecules, and ions; chemical reactions; precipitation, oxidation-reduction, and acid/base chemistry; stoichiometry; electronic structure; periodicity; chemical bonding and molecular structure; properties of solids, liquids, and gases; and an introduction to thermodynamics and solutions. The lecture and discussion portions of this course may be offered in a distance education format. (CSU/UC transferable)

CHEM 1B GENERAL CHEMISTRY – 5 Units

Grading: Pass/No Pass Option

Prerequisite: CHEM 1A with a grade of C or higher

Note: Students must provide those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting.

Class Hours: 54 lecture/18 discussion/54 lab total (when offered in the distance education format, hours will total 216 for the lecture/discussion portion of this class and an additional 54 hours of lab, totaling 270 hours for this course)

C-ID: CHEM 120 S (with CHEM 1A)

An introduction to chemical kinetics, nuclear chemistry, transition metals, and organic chemistry; along with continued, in-depth study of equilibrium, thermodynamics, electrochemistry, acid-base and solution chemistry. This course may be offered in a distance education format. (CSU/UC transferable)

CHEM 2A INTRODUCTION TO CHEMISTRY – 5 Units

Prerequisite: MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher

Note: Students must provide those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting.

Class Hours: 54 lecture/18 discussion/54 lab total (when offered in the distance education format, hours will total 216 for the lecture/discussion portion of this class and an additional 54 hours of lab, totaling 270 hours for this course)

C-ID: CHEM 101

This course is a survey of inorganic chemistry and some organic chemistry suitable for agriculture and nursing students. The basic fundamentals of the metric system, chemical nomenclature, atomic and molecular structure, chemical reactions, energy changes, states of matter, solutions, chemical equilibria and kinetics, and organic functional groups are presented. The quantitative nature of chemistry is developed by introduction of the Avogadro's number and the mole and continuing with stoichiometry, gas law, solution concentrations and pH calculations. The lecture/discussion portion of this course may be offered in a distance education format. (CSU/UC transferable)

CHEM 2B INTRODUCTION TO ORGANIC AND BIOCHEMISTRY – 5 Units

Grading: Pass/No Pass Option

Prerequisite: CHEM 2A or CHEM 1A with a grade of C or higher

Note: Students must provide those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting.

Class Hours: 54 lecture/54 lab/18 discussion total (when offered in the distance education format, hours will total 216 for the lecture/discussion portion of this class and an additional 54 hours of lab, totaling 270 hours for this course)

C-ID: CHEM 102

A survey of the major classes of organic compounds including structure, nomenclature, properties, reactions, and the reaction mechanisms; an introduction to the biochemistry of proteins, carbohydrates, lipids, nucleic acids and their basic metabolic reactions. Suitable for nursing, dental hygiene, agriculture/natural resources and non-science majors. The lecture/discussion portion of this course may be offered in a distance

education format. (CSU/UC transferable)

CHEM 10 CHEMISTRY FOR THE LIBERAL ARTS – 3 Units

Grading: Pass/No Pass Option

Prerequisite: MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher

Note: CHEM 10 will meet the general education requirement for a laboratory science if taken with CHEM 11

Class Hours: 54 lecture (when offered in the distance education format, hours will total 162)

C-ID: CHEM 100

This course is an introduction to the major concepts of chemistry, involving minimal, student-friendly math, with attention to their relevance to practical and societal problems. This course is intended for non-science majors who wish to gain an appreciation for the application of chemistry to everyday living. The course includes such topics as nuclear energy and energy alternatives, health issues of drugs, food additives, nutrition, hormones, chemicals for household use, chemicals in the environment, and synthetics. This course may be offered in a distance education format. This course will meet the general education requirement for a laboratory science if it is taken with CHEM 11. (CSU/UC transferable)

CHEM 11 CHEMISTRY LAB FOR THE LIBERAL ARTS – 1 Unit

Grading: Pass/No Pass Option

Corequisite: CHEM 10, or previous completion of CHEM 10 with a grade of C or higher

Note: CHEM 10 taken with CHEM 11 meets GE requirement in science. Students must provide those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting.

Class Hours: 54 lab total (when offered in the distance education format, hours will total 54)

Laboratory experiments and activities covering the basic concepts of the lecture course, CHEM 10. The activities are designed to help students see chemistry in action and learn how to use various chemicals around us, safely and effectively. This course may be offered in a distance education format. (CSU/UC transferable)

CHEM 70 ORGANIC CHEMISTRY – 4 Units

Prerequisite: CHEM 1B with a grade of C or higher

Note: CHEM 70A should be taken concurrently with CHEM 70 for science majors for transfer

Class Hours: 54 lecture/18 discussion total (when offered in the distance education format, hours will total 216)

C-ID: CHEM 160 S (with CHEM 70A, CHEM 71, and CHEM 71A)

This course covers structure, bonding, alkanes, cycloalkanes, alkenes, alkynes, stereochemistry, nomenclature, and physical properties of organic compounds. This course includes an overview of organic reactions: reactions and mechanisms of alkanes, alkenes, alkynes, alkyl halides, nucleophilic substitution, elimination, rearrangement, and addition. Science majors should take a second-semester organic course, CHEM 71, which completes the required two-semester sequence. CHEM 70A, a laboratory course, should be taken concurrently for science majors. Students are advised to check the school of transfer for their requirements. This course may be offered in a distance education format. (CSU/UC transferable)

CHEM 70A ORGANIC CHEMISTRY LABORATORY – 1 Unit

Prerequisite: CHEM 1B with a grade of C or higher

Corequisite: Students must be concurrently enrolled in, or have completed CHEM 70 with a grade of C or higher

Note: Chemistry majors are required to take CHEM 70A concurrently with CHEM 70. Students must provide those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting.

Class Hours: 54 lab total

C-ID: CHEM 160 S (with CHEM 70, CHEM 71, and CHEM 71A)

This course covers the theory and application of organic chemistry laboratory techniques. (CSU/UC transferable)

CHEM 71 ORGANIC CHEMISTRY – 3 Units

Prerequisite: CHEM 70 with a grade of C or higher

Note: CHEM 71A should be taken concurrently with CHEM 71 for science majors for transfer

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: CHEM 160 S (with CHEM 70, CHEM 70A, and CHEM 71A)

This course is a continuation of CHEM 70 and covers topics such as: infrared spectroscopy, mass spectrometry, nuclear magnetic resonance, conjugated dienes and ultraviolet spectroscopy, benzene and aromaticity, the chemistry of benzene, electrophilic aromatic substitution alcohols and phenols, ethers and epoxides, thiols and sulfides, aldehydes and ketones, carboxylic acids, carboxylic acid derivatives and nucleophilic acyl substitution, carbonyl alpha-substitution reactions, carbonyl condensation, amines, and carbohydrates. This course completes a two-semester sequence for science majors. CHEM 71A, a laboratory course, should be taken concurrently for science majors. Students are advised to check the school of transfer for their requirements. This course may be offered in a distance education format. (CSU/UC transferable)

CHEM 71A ORGANIC CHEMISTRY LABORATORY – 2 Units

Prerequisite: CHEM 70A with a grade of C or higher

Corequisite: CHEM 71, or previous completion of CHEM 71 with a grade of C or higher

Note: Chemistry majors are required to take CHEM 71A concurrently with CHEM 71. Students must provide those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting.

Class Hours: 108 lab total

C-ID: CHEM 160 S (with CHEM 70, CHEM 70A, and CHEM 71)

This course is a continuation of CHEM 70A and covers the theory and application of organic chemistry laboratory techniques. (CSU/UC transferable)

CHINESE (CHIN)

CHIN 1 MANDARIN CHINESE 1 – 5 Units

Grading: Pass/No Pass Option

Class Hours: 90 lecture total

This introductory course is designed to give the student thorough and intensive practice in speaking and listening to Chinese and reading and writing Chinese characters. The course will focus on communicative competence in situations relating to daily routines, home life, college life, and everyday activities such as meeting and describing people. Students are introduced to the culture of Chinese speakers in China and in other countries. (CSU/UC transferable)

COMMUNICATION STUDIES (CMST)

CMST 10 INTERPERSONAL COMMUNICATION – 3 Units (formerly SPCH 10/10A)

Grading: Pass/No Pass Option

Advisory: ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: COMM 130

This course is an introduction to the process of human communication with emphasis on interpersonal communication. Emphasis is placed on the psychological, social, cultural and linguistic factors that affect normal person-to-person interactions. Subjects covered are the understanding of ethical interpersonal communication based in communication theory and research, listening, verbal and nonverbal communication, self-awareness/self-concept, perception, emotions, relationships, communication climates, and conflict management. Students will increase their knowledge and skills in interpersonal communication. College level writing skills will be expected on all papers, outlines and short essays. This course may be offered in a distance education format. (CSU/UC transferable)

CMST 20 INTERCULTURAL COMMUNICATION – 3 Units (formerly SPCH 20)

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: COMM 150

The purpose of this course is to develop the skills necessary to build and

maintain positive communication and relationships across cultures. Students will focus on similarities and differences in communication behaviors. Perceptions, language usage, nonverbal style, thinking modes, and values all will be explored to see how they influence communication between individuals of different cultures. This course may be offered in a distance education format. (CSU/UC transferable)

CMST 30 ORAL INTERPRETATION – 3 Units (formerly SPCH 30)

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: COMM 170

This course is an introduction to the process of human communication with emphasis on the oral interpretation of literature. It covers the following subjects: analyzing the literature, using nonverbal and verbal communication in the interpretation of literature, and the understanding, appreciation, and performance of prose and poetry. College-level writing skills will be expected on all papers, outlines, and short essays. This course includes oral performance of literature. This course may be offered in a distance education format. (CSU/UC transferable)

CMST 40 ARGUMENTATION AND DEBATE – 3 Units (formerly SPCH 40)

Grading: Pass/No Pass Option

Prerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher

Advisory: Completion of a class in public speaking or public speaking experience.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: COMM 120

This course presents basic argumentation theory including research, methods of analysis, use and tests of evidence, refutation, and the logical and ethical responsibilities of advocacy. Emphasis is placed on the preparation and presentation of cases for and against propositions or points of view through extensive research, writing, debate, and public address. Basic principles are applied in a variety of formal and informal debate situations. Public speaking training and/or experience are recommended for enrollment. This course may be offered in a distance education format. (C-ID COMM 120). (CSU/UC transferable)

CMST 50 GENDER AND COMMUNICATION – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course introduces students to gender-related communication, integrating theory and practice in order to heighten awareness of the importance of gender as a communication variable. With an emphasis on perception, verbal and nonverbal similarities and differences are examined in interpersonal, small group, organizational, and public settings. This course may be offered in a distance education format.. (CSU/UC transferable)

CMST 54 SMALL GROUP COMMUNICATION – 3 Units (formerly SPCH 54)

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: COMM 140

This course is an introduction to the process of human communication with an emphasis on small groups. Subjects covered are preparation for discussion, group participation, leadership, decision-making, interpersonal relations, managing diversity, critical thinking/problem-solving, managing conflict, and evaluation of group interaction. Students will be involved in group interactions, and emphasis will be on practical experience. College-level writing skills will be expected on all papers, outlines, and short essays. This course may be offered in a distance education format. (CSU/UC transferable)

CMST 60 PUBLIC SPEAKING – 3 Units (formerly SPCH 60/60A)

Grading: Pass/No Pass Option

Advisory: ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (0.5 to 1.5 units may be offered in the

distance education format; when offered in the distance education format, hours will total 72 to 108)

C-ID: COMM 110

This course is an introduction to the process of human communication with emphasis on public speaking. The subjects covered are speech topic selection, audience analysis, information competency (e.g. researching, evaluating and using supporting materials), presentation outlining, principles of effective speech delivery, critical evaluation of speeches, and presentation of informative and persuasive speeches. Most students will have the opportunity to be recorded and to use presentational technology. College level writing skills will be expected on all papers, outlines and short essays. This course may be offered in a distance education format. (CSU/UC transferable)

COMPUTER AND INFORMATION SYSTEMS (CIS)

CIS 1 COMPUTER LITERACY WORKSHOP – 3 Units (formerly MIS 19)

Note: Class will require outside time using a computer with appropriate software. Some computer access is provided on campus at the Math and Business Learning Center. Students taking the Internet format of this course must have access to the Microsoft Operating System and Office Suite—further information will be provided on the first day handout.

Class Hours: 45 lecture/27 lab total (when offered in the distance education format, hours will total 162)

This course is intended to help students achieve a degree of computer literacy through exposure to a variety of basic computer concepts including discussions of hardware, software, computer history, programming, computer ethics, and cultural implications. In addition, the student will be introduced to several hands-on applications such as systems software (Windows), word processing software (MS Word), spreadsheet software (MS Excel), database software (MS Access), and presentation software (MS PowerPoint). This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between CIS 1 and CIS 2

CIS 2 INTRODUCTION TO COMPUTER SCIENCE – 4 Units (formerly MIS 20)

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

This course is designed as an introduction to computer programming and technology for those students planning on a career in the field of computer science or related disciplines. The students will design, code, debug, and test programs in languages such as Machine, Assembler, Java, C++, Visual Basic, and/or Python as determined by the Shasta College CIS committee. Common business applications are used to examine a wide range of methods for processing data in the interactive mode. Computer history, hardware, software, processing, systems, programming languages, storage devices, careers, and impact on society will be explored to enable the student to become literate in the technical aspects of computing. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between CIS 1 and CIS 2

CIS 7 SOCIAL MEDIA MARKETING & SEARCH ENGINE OPTIMIZATION – 3 Units

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course introduces students to the best practices of social media marketing and Search Engine Optimization (SEO). The class helps students develop the skills to connect business objectives with social media and SEO strategy, platforms and tactics. Topics include choosing appropriate platforms, creating effective and engaging social media content, content management, branding, social listening, and creating a social media policy, as well as increasing the volume and quality of site traffic with sustainable and responsible SEO. This course may be offered in a distance education format. (CSU transferable)

CIS 13 DESKTOP OS CONFIGURATION – 3 Units

Advisory: CIS 2 with a grade of C or higher

Note: Students who enrolled in earlier versions of a Windows desktop operating system will be able to enroll in a more current version.

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This is a Microsoft Certified Solutions Associate course. The terminology,

planning, installation, configuration, administration, and troubleshooting of Modern Desktop Operating Systems will be covered. The course is designed to prepare a student to take and pass the corresponding Microsoft Certification Exam and for employment in the IT field. Note: Students who enrolled in earlier versions of a Windows desktop operating system will be able to enroll in a more current version. This course may be offered in a distance education format. *(CSU transferable)*

CIS 14 MANAGE & MAINTAIN DESKTOP OPERATING SYSTEMS – 3 Units

Advisory: CIS 13 with a grade of C or higher

Note: Students who enrolled in a previous version of a Windows desktop operating system will be able to enroll in the current version.

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This is a Microsoft Certified Professional course with an emphasis on managing and maintaining Modern Desktop Operating Systems. The terminology, planning, installation, configuration, administration, and troubleshooting of applications in the modern desktop environment will be covered. The course is designed to prepare a student to take and pass a specific Microsoft Certification Exam and for employment in the IT field. Note: Students who enrolled in a previous version of a Windows desktop operating system will be able to enroll in the current version. This course may be offered in a distance education format. *(CSU transferable)*

CIS 15 INSTALL AND CONFIGURE MICROSOFT SERVER – 3 Units

Advisory: CIS 2 with a grade of C or higher

Note: Students who took the class with an earlier Server version will be able to enroll in the current version Windows Server.

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This is a Microsoft Certified Professional course with emphasis on installing and configuring Windows Server. The terminology, planning, installation, configuration, administration, and troubleshooting of a Windows Server environment will be covered. The course is designed to prepare a student to take and pass a Microsoft Certification Exam for installing and configuring the current version of Microsoft Windows Server and for employment in the IT field. Note: Students who took the class with an earlier Server version will be able to enroll in the current version of the course. This course may be offered in a distance education format. *(CSU transferable)*

CIS 16 ADMINISTERING MICROSOFT SERVER – 3 Units

Advisory: CIS 13 with a grade of C or higher

Note: Students who took the class with an earlier Server version will be able to enroll in the more current version of Windows Server.

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This is a Microsoft Certified Professional course with emphasis on the administration of Windows Server network infrastructure. The terminology, planning, installation, configuration, administration, and troubleshooting of a Windows Server network infrastructure will be covered. The course is designed to prepare a student to take and pass the specific Microsoft Certification Exam and for employment in the IT field. Note: Students who took CIS 16 with an earlier Server version will be able to enroll in the more current version of Windows Server. This course may be offered in a distance education format. *(CSU transferable)*

CIS 17 CONFIGURE ADVANCED SERVER SERVICES – 3 Units

Advisory: CIS 13 with a grade of C or higher

Note: Students who took CIS 17 with an earlier Server version will be able to enroll in the current version Windows Server.

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This is a Microsoft Certified Professional course with emphasis on installing and configuring advanced Windows Server services. The terminology, planning, installation, configuration, administration, and troubleshooting of a Windows Server environment will be covered. The course is designed to prepare a student to take and pass a specific Microsoft Certification Exam and for employment in the IT field. Note: Students who took CIS 17 with an earlier Server version will be able to enroll in the current version Windows Server. This course may be offered in a distance education format. *(CSU transferable)*

CIS 20 ACCESS FOR WINDOWS I – 1 Unit (formerly MIS 53)

Grading: Pass/No Pass Only

Advisory: Ability to type 25 wpm

Note: Class will require outside time using a computer with appropriate software. Some computer access is provided on campus at the Learning Resource Center and the Tehama campus. Students taking the Internet format of this course must have access to the same version of Microsoft Operating System and Office Suite being used in the course.

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This course introduces the concepts, principles, and creation of relational databases through multi-media lecture/demonstration/discussion using Microsoft Access on a Microsoft Windows compatible computer. Topics to be covered will include the principles and elements of the relational database; design of tables and data entry; maintenance of the database for data accuracy; queries for sorting, linking related tables, and selecting specific records; development of forms for viewing as well as entering data; and reports for presenting printed copy of the database and/or selected records. This course provides preparation for the Microsoft Office Specialist Access certification exam. This course may be offered in a distance education format. *(CSU transferable)*

CIS 21 ACCESS FOR WINDOWS II – 1 Unit (formerly MIS 54)

Grading: Pass/No Pass Option

Prerequisite: CIS 20 or CIS 23 with a grade of C or higher

Advisory: Ability to type 25 wpm

Note: Class will require outside time using a computer with appropriate software. Computer access is provided on campus at the Learning Resource Center and the Tehama campus. Students taking the Internet format of this course must have access to the same version of Microsoft Operating System and Office Suite being used in the course.

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This course is designed to expand and improve database management skills through multi-media lecture/demonstration/discussion using Microsoft Access on a Microsoft Windows compatible microcomputer. Instruction will include a review of database design concepts; queries involving linked tables, logical operators, and calculated fields; crosstab, update, and summary queries; pivot tables and Pivot Charts; presentation of data through forms and reports (including field calculations and graphics); creating hyperlinks from Access to web pages; importing and exporting data; and advanced queries. This course provides preparation for the Microsoft Office Specialist Access certification exam. This course may be offered in a distance education format. *(CSU transferable)*

CIS 23 FUNDAMENTALS OF SQL – 3 Units

Advisory: CIS 1 with a grade of C or higher

Class Hours: 45 lecture/27 lab total (when offered in the distance education format, hours will total 162)

This course is designed to provide individuals with a complete introduction to database concepts and the relational database model using Structured Query Language. Topics include normalization, design methodology, database administration, SQL commands, SQL functions and procedures. At the completion of this course, students should be able to understand a user's database requirements and translate those requirements into a valid database design using SQL. The MySQL and the Microsoft Access versions of SQL are utilized in the class exercises and projects. This course may be offered in a distance education format. *(CSU transferable)*

CIS 24 DATABASE DESIGN – 3 Units

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course is a study of fundamental database design principles and techniques, including data modeling with Entity-Relationship Diagrams (ERD) and the normalization process. Topics include the relational data model, managing data using Structured Query Language (SQL), database management system (DBMS) architecture and operation, and database security mechanisms. Students will apply core concepts and techniques to practical business scenarios. This course may be offered in a distance education format. *(CSU transferable)*

CIS 31 CCNA 1 ROUTING AND SWITCHING – INTRODUCTION TO NETWORKS – 3 Units (formerly MIS 32, MIS 1)

Advisory: CIS 2 or CIS 90 with a grade of C or higher

Class Hours: 45 lecture/27 lab total (when offered in the distance education format, hours will total 162)

This course is the first in a two-course series designed to prepare

students for the Cisco Certified Entry Network Technician (CCENT) exam, and the course is the first of a four-course series designed to prepare students for the Cisco Certified Networking Associate (CCNA) exam. CCNA Routing and Switching: Introduction to Networks (ITN) covers networking architecture, structure, and functions. The course introduces the principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations to provide a foundation for the curriculum. This course is offered by Shasta College as the Cisco Regional Networking Academy in the area. Instructional materials developed by Cisco Systems are utilized for the course. The course teaches students the skills needed to obtain entry-level network installer jobs. It also helps students develop some of the skills needed to become network technicians, computer technicians, cable installers, and help desk technicians. It provides a hands-on introduction to networking and the Internet using tools and hardware commonly found in small to medium size business environments. Labs include network device configuration, Internet connectivity, wireless connectivity, file and print sharing, and IP addressing. This course may be offered in a distance education format. *(CSU transferable)*

CIS 32 CCNA 2 ROUTING AND SWITCHING – ROUTING AND SWITCHING ESSENTIALS – 3 Units (formerly MIS 32, MIS 2)

Prerequisite: CIS 31 with a grade of C or higher

Class Hours: 45 lecture/27 lab total (when offered in the distance education format, hours will total 162)

This course is the second in a two-course series designed to prepare students for the Cisco Certified Entry Network Technician (CCENT) exam, and the course is the second of a four-course series designed to prepare students for the Cisco Certified Networking Associate (CCNA) exam. CCNA Routing and Switching: Routing and Switching Essentials (RSE) covers the architecture, components, and operations of routers and switches in a small network. Students learn how to configure a router and a switch for basic functionality. This course is offered by Shasta College as the Cisco Regional Networking Academy in the area. Instructional materials developed by Cisco Systems are utilized for the course. The course prepares students for jobs as network technicians. It also helps students develop additional skills required for computer technicians and help desk technicians. It provides a basic overview of routing and remote access, addressing, and security. It familiarizes students with servers that provide email services, Web space, and authenticated access. Students learn soft skills required for help desk and customer service positions. Network monitoring and basic troubleshooting skills are taught in context. This course may be offered in a distance education format. *(CSU transferable)*

CIS 33 CCNA 3 ROUTING AND SWITCHING – SCALING NETWORKS – 3 Units (formerly MIS 33, MIS 3)

Prerequisite: CIS 32 with a grade of C or higher

Class Hours: 45 lecture/27 lab total (when offered in the distance education format, hours will total 162)

This course is the third in a four-course series designed to prepare students for Cisco Certified Networking Associate (CCNA) exam. CCNA Routing and Switching Scaling Networks (ScaN) covers the architecture, components, and operations of routers and switches in larger and more complex networks. Students learn how to configure routers and switches for advanced functionality. The course is offered by Shasta College as the Cisco Regional Networking Academy in the area. Instructional materials developed by Cisco Systems are utilized for the course. The course familiarizes students with the equipment applications and protocols installed in enterprise networks, with a focus on switched networks, IP Telephony requirements, and security. It also introduces advanced routing protocols including Enhanced Interior Gateway Routing Protocol (EIGRP) and Open Shortest Path First (OSPF) Protocol. Other specific topics include Virtual LANs, Access Control Lists, and inter-VLAN routing. Hands-on exercises include configuration, installation, and troubleshooting. This course may be offered in a distance education format. *(CSU transferable)*

CIS 34 CCNA 4 ROUTING AND SWITCHING – CONNECTING NETWORKS – 3 Units (formerly MIS 34, MIS 4)

Prerequisite: CIS 33 with a grade of C or higher

Class Hours: 45 lecture/27 lab total (when offered in the distance education format, hours will total 162)

This course is the fourth in a four-course series designed to prepare

students for Cisco Certified Networking Associate (CCNA) exam. CCNA Routing and Switching Connecting Networks (CN) discusses the WAN technologies and network services required by converged applications in a complex network. The course enables students to understand the selection criteria of network devices and WAN technologies to meet network requirements. The course is offered by Shasta College as the Cisco Regional Networking Academy in the area. Instructional materials developed by Cisco Systems are utilized for the course. Learners are introduced to the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for the curriculum. By the end of the course, students will be able to build LANs, perform basic configurations for routers and switches, and implement IP addressing schemes. Learners progress through, gathering requirements, designing basic networks, establishing proof-of-concept, and performing project management tasks. Students will learn about lifecycle services; including upgrades, competitive analysis, and system integration. This course may be offered in a distance education format. *(CSU transferable)*

CIS 39 CISCO NETWORKING – CCNA SECURITY - 3 Units

Advisory: CIS 34 with a grade of C or higher, or CCNA Certification

Class Hours: 45 lecture/27 lab total (when offered in the distance education format, hours will total 162)

This course is offered by Shasta College in its role as a Cisco Local Networking Academy. This course prepares students for the Cisco CCNA Security certification exam. This is a widely recognized entry level certification in the network security field. Obtaining this certification will provide Shasta College students with a competitive advantage in advancing to skilled technician positions in the high-demand job markets of computer and network security. Topics that will be addressed include: vulnerabilities and threats, security policy, security technologies and solutions, firewall and secure router design, switch security, intrusion detection, access lists, VPNs, cryptography, and hands-on equipment configuration. This course may be offered in a distance education format. *(CSU transferable)*

CIS 57 INTRODUCTION TO COMPUTERS FOR GAMERS – 3 Units

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course is designed to get students interested in the computer field by teaching concepts as they relate to computer gaming. The course will cover the necessary computer troubleshooting and repair, networking, internet research, and overall computer knowledge needed to use sophisticated networked and online games. This course will include hands-on activities such as labs and projects to further learning and experience. This course may be offered in a distance education format. *(CSU transferable)*

CIS 60 VISUAL BASIC PROGRAMMING – 3 Units (formerly BUSI 27, MIS 27)

Advisory: CIS 2 with a grade of C or higher

Class Hours: 36 lecture/54 lab total

This course is intended to teach programming techniques using the Visual Basic language. Software life-cycle including design, development, styles, documentation, testing, and maintenance; procedural versus object oriented programming; and program design tools will be discussed. Students will be introduced to Visual Basic statements including, but not limited to data types, input, output, computation, looping, arrays, subroutines, file processing commands, form layout, objects, events, error handling, passing parameters by value and by reference, principles of testing and designing test data, and Visual Basic tools. Students will design, code, test, and execute several detailed business-oriented programs ranging from very simple to complex. This course may be offered in a distance education format. *(CSU/UC transferable)*

CIS 61 C++ LANGUAGE PROGRAMMING – 3 Units (formerly BUSI 25, MIS 25)

Advisory: CIS 2 with a grade of C or higher

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

C-ID: COMP 122

This first-level course is an introduction to the C++ programming language. Emphasis is placed on programming theory and structure

including data types, selection and iteration structures, functions, arrays, pointers, graphics, objects and classes. This course may be offered in a distance education format. *(CSU/UC transferable)*

CIS 62 JAVA PROGRAMMING – 3 Units (formerly MIS 17)

Advisory: CIS 2 with a grade of C or higher

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

C-ID: COMP 122

Java is a platform-neutral, object-oriented, and secure programming language that is used to create robust desktop and server-based applications. This introductory course covers the Java programming language and the standard Java class libraries. This course may be offered in a distance learning format. *(CSU/UC transferable)*

CIS 63 ASSEMBLER LANGUAGE PROGRAMMING – 4 Units (formerly MIS 24)

Prerequisite: CIS 2 with a grade of C or higher

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

In this course students will learn the functions and organization of a modern computer microprocessor including control unit, ALU, register files, cache memory, program counter, and instruction register. The internal binary representation of both data and instructions will be studied including ASCII characters, instruction formats, and two's complement number system. Emphasis will be placed on understanding machine language instruction formats and developing computer programs in assembly language. Integer instruction sets will be the primary focus, but floating point instructions will be introduced. A pseudocoding technique will be learned which will facilitate development of code in assembly language. Programming techniques and concepts will be studied including function calls, argument passing, use of the stack, array handling, sorting and searching, reentrant coding, recursive programming, exceptions and interrupts, pipelining, number conversions, and program debugging and documentation. This course is designed to meet transfer requirements in computer science to four-year universities. This course may be offered in a distance education format. *(CSU/UC transferable)*

CIS 64 WEB PROGRAMMING – 3 Units

Grading: Pass/No Pass Option

Advisory: CIS 2 with a grade of C or higher

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course covers programming concepts and projects related to websites, cloud-based software and other scripts. In this course, students will be introduced to PHP, HTML, and more. PHP (Hypertext Preprocessor) is a programming language that allows web developers to create dynamic content that interacts with databases. PHP is used for developing web-based software applications. HTML is used to create content for web applications, games and movies, and content for mobile phones and other embedded devices. This course covers PHP Scripting and HTML programming. This course may be offered in a distance education format. *(CSU/UC transferable)*

CIS 65 PROGRAMMING CONCEPTS AND METHODOLOGY USING C++ II – 3 Units

Grading: Pass/No Pass Option

Advisory: CIS 61 with a grade of C or higher

Class Hours: 36 lecture/54 lab total

C-ID: COMP 132

This second-level course for the C++ programming language picks up from the ending point of CIS 61. An emphasis is placed on application of software engineering techniques to the design and development of large programs; data abstraction and structures and associated algorithms. This course may be offered in a distance education format. *(CSU/UC transferable)*

CIS 66 COMPUTER ARCHITECTURE AND ORGANIZATION – 3 Units

Advisory: CIS 61 with a grade of C or higher

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

C-ID: COMP 142

This course is an introduction to the organization and behavior of modern computer systems at the assembly language level. Topics include numerical computation, the internal representation of simple data types

and structures, data representation errors, and procedural errors. Students will learn how to map statements and constructs of high-level languages onto sequences of machine instructions. The course may be offered in a distance education format. (C-ID COMP 142). *(CSU/UC transferable)*

CIS 67 DISCRETE STRUCTURES – 3 Units

Prerequisite: CIS 2 and CIS 61 with a grade of C or higher

Class Hours: 45 lecture/27 lab total (when offered in the distance education format, hours will total 162)

C-ID: COMP 152

This course is an introduction to the discrete structures used in Computer Science, with an emphasis on their applications. Topics covered include functions, relations and sets, basic logic, proof techniques, basics of counting, graphs and trees, and discrete probability. This course may be offered in a distance education format. (C-ID COMP 152). *(CSU/UC transferable)*

CIS 72 FUNDAMENTALS OF LINUX – 3 Units

Class Hours: 45 lecture/27 lab total (when offered in the distance education format, hours will total 162)

Fundamentals of Linux is an introductory and hands-on course for new users of the popular Linux operating system. Students will learn basic Linux systems administration skills using both command-line and graphical tools. Topics will include Linux installation and initialization; file system navigation and management; changing file permissions; the vi and emacs text editors; Bash, KDE, and GNOME shell features; process management; shell scripts; security; backup and recovery; printing; and basic networking, including clients and network services. The course prepares students for the CompTia Linux+ certification exam. This course may be offered in a distance education format. *(CSU/UC transferable)*

CIS 73 INTRO TO THE ADOBE SUITE – 2 Units

Grading: Pass/No Pass Option

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 108)

This course will introduce students to current software used to create and edit images, graphics and animations. This course is intended to familiarize the student with software and should be accompanied or followed by a course in design. This course may be offered in a distance education format. *(CSU transferable)*

CIS 76 MOBILE APPLICATIONS DEVELOPMENT – 3 Units

Class Hours: 36 lecture/54 lab total (when offered in a distance education format, hours will total 108)

This course covers the development of applications for cell phones, tablets and other mobile devices such as the iPhone, the Blackberry, android and more. The course will prepare students to design, program and submit their applications for use on mobile devices. This course may be offered in a distance education format. *(CSU transferable)*

CIS 83 INTRO TO WEB DESIGN – 2 Units

Grading: Pass/No Pass Option

Advisory: Basic knowledge of word processing and Windows

Class Hours: 27 lecture/27 lab total (when offered in a distance education format, hours will total 108)

This course is designed to introduce students to website development using current tools. Students will design a website and incorporate text, animation, and links. This course may be offered in a distance education format. *(CSU transferable)*

CIS 86 HTML – 3 Units

Grading: Pass/No Pass Option

Note: This class does not require any special software. Assignments may include work outside class, with the use of computer with standard browsers like Internet Explorer, Mozilla Firefox, Chrome, or Safari. Some computer access is provided on campus at the Learning Resource Center.

Class Hours: 54 lecture (when offered in the distance education format, hours will total 162)

This is a fundamental course on the Hypertext Markup Language for web page authoring, with lecture and hands-on classes. The topics include: the HTML "TAG" structure, the basic <HTML>, <HEAD> and <BODY> components of a web document, text formatting, creation of hyperlinks, inclusion of images, the use of tables, frame and form structures, and incorporation of multimedia, applets and javascripts. The editing, saving and publishing of web pages is performed with the basic tools provided

with any of the currently available Windows platforms; no special software is needed for the class. This course may be offered in a distance education format. *(CSU transferable)*

CIS 87 ADVANCED WEB DESIGN – 3 Units

Prerequisites: CIS 2 and CIS 83 with a grade of C or higher

Class Hours: 18 lecture/108 lab total (when offered in a distance education format, hours will total 162)

This advanced course in Web Design will address creating complex web pages, incorporating HTML and web programming, creating templates, and adding advanced features, such as eCommerce sites, back-end databases, Google Analytics, Videos, SEO and more. A basic knowledge of these areas is required. This course may be offered in a distance education format. *(CSU transferable)*

CIS 90 A+ CERTIFICATION PREPARATION/CISCO IT ESSENTIALS I – 4 Units

Advisory: CIS 2 with a grade of C or higher

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

This course provides the student with the knowledge and skills to pass the A+ Core Hardware and the A+ OS Technologies certification tests. The CompTIA A+ certification exams are nationally recognized and measure essential competencies for an entry-level computer technician. Topics covered are microcomputer architecture, personal computer hardware, including Microsoft Windows installations, configurations and troubleshooting. Students learn how to assemble and configure a computer, install operating systems and software, and troubleshoot hardware and software problems. This course may be offered in a distance education format. *(CSU transferable)*

CIS 92 INTRODUCTION TO COMPUTER SECURITY – SECURITY + – 3 Units

Advisory: CIS 31 with a grade of C or higher

Class Hours: 45 lecture/27 lab total (when offered in the distance education format, hours will total 162)

This course provides the student with background, requirements, policies and procedures for establishing and maintaining computer and information system security. Course elements include risk discovery and assessment, system planning with cost/benefits analyses, management policies, security practices and procedures within system life cycles, and system recovery. The course will stress applied solutions to computer security problems, preparing students for the CompTIA Security+ Certification exam. This course may be offered in a distance education format. *(CSU transferable)*

CIS 94 CIS WORKSITE LEARNING – 1-8 Units

Grading: Pass/No Pass Option

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The CIS Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved CIS job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. *(CSU transferable)*

CONSTRUCTION TECHNOLOGY (CONS)

CONS 45 CAREER PLANNING AND LEADERSHIP FOR HEAVY EQUIPMENT OPERATORS - 2 Units

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course covers career opportunities and training requirements in the field of heavy equipment operations. Students will be assisted in identifying tools to investigate career opportunities and develop career goals. This class is required of all equipment operations students. This course may be offered in a distance education format. *(CSU transferable)*

CONS 46 EQUIPMENT OPERATIONS AND MAINTENANCE – 3 Units (formerly AGRI 46/ENVR 46)

Grading: Pass/No Pass Option

Limitation on Enrollment: Student must produce a negative test result in accordance with the Shasta College Student Substance Abuse Testing Policy at a student cost to be paid to the designated testing facility prior to enrolling.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 81 for the lecture portion of the class and an additional 81 hours of lab, totaling 162 hours for this course)

This class covers basic skill-level operation and maintenance of on- and off-road heavy equipment including agriculture and earth moving. Students will not be allowed to operate road equipment without license and driving record. Operational equipment used may include any of the following: dump truck, grader, backhoe, dozer, farm tractor, loader, excavator, forklift, scraper, and chainsaws. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

CONS 47 PROJECT CONSTRUCTION FOR EQUIPMENT OPERATIONS – 3 Units (formerly ENVR 47, AGRI 47)

Grading: Pass/No Pass Option

Prerequisites: CONS 46 and CONS 48 with a grade of C or higher

Limitation on Enrollment: Students are required to complete a pre-enrollment process prior to registering for this course, including passing a federal drug test. Please email Baits.HeavyEquipment@shastacollege.edu for more information on how to enroll in this course, or with any questions regarding the Heavy Equipment Program at Shasta College.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 81 for the lecture portion of the class and an additional 81 hours of lab, totaling 162 hours for this course)

This class teaches intermediate skill-level operation and maintenance of off-road and on-road heavy equipment. It also covers common project construction techniques utilizing heavy equipment with an emphasis on moving soil to grade using cut and fill calculations. This class will also introduce the student to the Topcon 3D-MC2 GNSS (Global Navigation Satellite System). The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

CONS 48 SURVEYING FOR EQUIPMENT OPERATORS – 2 Units (formerly AGRI 48)

Grading: Pass/No Pass Option

Advisory: MATH 100 with a grade of C or higher

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 54 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

This course teaches basic surveying techniques and concepts with emphasis on application for heavy equipment operators. It involves basic problem solving, grade setting and checking, leveling, distance measurement, cut-fill ratio, and basic mapping. The course has a heavy emphasis on field work using various equipment and instruments including levels, compasses tapes, as well as various state-of-the-art electronic surveying devices. This course will prepare students for work on a heavy equipment construction crew. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

CONS 55A EQUIPMENT OPERATIONS SKILLS DEVELOPMENT – 1 Unit (form. AGRI 56EH/AGRI 55/ENVR 55/CONS 55)

Grading: Pass/No Pass Option

Prerequisite: CONS 46 with a grade of C or higher

Limitation on Enrollment: Student must produce a negative test result in accordance with Shasta College Student Substance Abuse Testing Policy at a student cost to be paid to the designated testing facility.

Class Hours: 54 lab hours per unit

The practical application of skills needed to be successful in equipment operation as it applies to excavations. Includes farm and industrial equipment such as wheel and crawler tractors, backhoes, and excavators. Service and adjustment will also be a part of this course. *(CSU transferable)*

CONS 55B EQUIPMENT OPERATIONS PAD CONSTRUCTION – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: CONS 46 with a grade of C or higher

Limitation on Enrollment: Student must produce a negative test result in accordance with Shasta College Student Substance Abuse Testing

Policy at a student cost to be paid to the designated testing facility.

Class Hours: 54 lab hours per unit

The practical application of skills needed to be successful in equipment operation as it applies to building pads. Includes farm and construction equipment such as bulldozers, loaders, dump trucks and motor grader. Hands-on training is emphasized in lab. (CSU transferable)

CONS 55C EQUIPMENT OPERATIONS ROADWAY CONSTRUCTION – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: CONS 46 with a grade of C or higher

Limitation on Enrollment: Student must produce a negative test result in accordance with Shasta College Student Substance Abuse Testing Policy at a student cost to be paid to the designated testing facility.

Class Hours: 54 lab hours per unit

The practical application of skills needed to be successful in equipment operation as it applies to constructing roads and driveways. Includes farm and construction equipment such as water truck, crawler tractors, motor grader, compactor and scraper. Hands-on training is emphasized in the outdoor field lab. (CSU transferable)

CONS 55D EQUIPMENT OPERATIONS GLOBAL SATELLITE SYSTEM SKILLS – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: CONS 46 with a grade of C or higher

Limitation on Enrollment: Student must produce a negative test result in accordance with Shasta College Student Substance Abuse Testing Policy at a student cost to be paid to the designated testing facility.

Class Hours: 54 lab hours per unit

This course focuses on the practical application of skills needed to be successful in equipment operation. Includes training and operating heavy equipment equipped with a Global Satellite Surveying System. This class emphasizes hands-on training with the Topcon 3D-MC² GNSS machine control. (CSU transferable)

CONS 94 WORKSITE LEARNING FOR CONSTRUCTION TECHNOLOGY – 1-8 Units

Limitation on Enrollment: Students must have completed 30 units of required construction technology course work. Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Construction Technology Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved construction technology job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. (CSU transferable)

CONS 140A COMMERCIAL DRIVER LEARNER'S PERMIT PREPARATION – 2 Units

Grading: Pass/No Pass Only

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course will guide the student through the California Department of Motor Vehicles (DMV) Commercial Drivers Handbook to prepare them for the DMV Commercial Learners Permit written exam. This course may be offered in a distance education format.

CONS 140B INTERMEDIATE CLASS A DRIVER'S LICENSE TRAINING – 2 Units

Grading: Pass/No Pass Only

Limitation on Enrollment: Students are required to complete a pre-enrollment process prior to registering for this course, including passing a federal drug test and having a current CDL driving permit. Please email Baits.HeavyEquipment@shastacollege.edu for more information on how to enroll in this course, or with any questions regarding the Heavy Equipment Program at Shasta College.

Notes:

1. A valid California Commercial Learners Permit is required

throughout the course of the class.

2. Ongoing successful Shasta College specified DOT Drug Testing is required throughout the course of this class.

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 54 for the lecture portion of the class and an additional 54 hours of lab, totaling 108 hours for this course)

This is an intermediate-level course designed to give participants the basic skills to obtain a Commercial Class A Driver's License. The course will emphasize safe operations, pre-operation inspections, and the Department of Motor Vehicles Class A License driving skills test requirements as they pertain to operating regulated on-highway heavy equipment. The lecture portion of this course may be offered in a distance education format.

CONS 148 SURVEYING, GRADE SETTING AND GLOBAL NAVIGATION SATELLITE SYSTEMS (GNSS) FOR CONSTRUCTION – 3 Units (formerly AGRI 148)

Grading: Pass/No Pass Option

Prerequisite: CONS 46 with a grade of C or higher

Limitation on Enrollment: Student must produce a negative test result in accordance with Shasta College Student Substance Abuse Testing Policy at a student cost to be paid to the designated testing facility.

Note: Previous construction experience will be helpful. Student must be enrolled in the college's random drug testing program.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 81 for the lecture portion of the class and an additional 81 hours of lab, totaling 162 hours for this course)

This is an advanced level course designed to give the participants practical skills and knowledge in the latest technology and applications related to surveying for construction, grade setting and Global Satellite Control Systems (GNSS). The course will emphasize skills development, with hands on exercises using GNSS technology. The lecture portion of this course may be offered in a distance education format.

CONS 156 APPLIED EQUIPMENT OPERATION PRACTICES – 3 Units

Prerequisite: CONS 47, CONS 55A, CONS 55B, CONS 55C, CONS 55D, or AGNR 103 with a grade of C or higher

Limitation on Enrollment: Student must produce a negative test result in accordance with the Shasta College Student Substance Abuse Testing Policy at a student cost to be paid to the designated facility prior to enrolling.

Class Hours: 108 lab total

This course is the capstone for the Heavy Equipment Operation (Construction) program. This course integrates the practical and technical elements of the Heavy Equipment and Logging programs. Concepts are integrated and applied through the completion of a capstone project, designed by the student, instructors, and industry partners supporting the local construction and logging community of interests. This course is designed for Heavy Equipment and Logging Program Students. This is a face-to-face, on-and off-campus course.

CULINARY ARTS (CULA)

The following courses will require extensive reading and math exercises.

CULA 45 BASIC FOOD PRODUCTION – 5 Units

Corequisite: CULA 50, or previous completion of CULA 50 with a grade of C or higher

Class Hours: 18 lecture/216 lab total

C-ID: HOSP 160

This is a beginning laboratory course in food preparation and presentation including cooking equipment, techniques, and safety procedures, using weights and measures, and interpretation of recipes. Product identification and basic cooking techniques and procedures based on nutrition and classic preparation methods are presented. Students are provided hands-on experience in preparing meals by following recipe structure and using and modifying recipes based on knowledge gained through the course. Food preparation is produced in a time-restricted setting to prepare for functioning in a commercial kitchen. This course is designed for students interested in pursuing a career in Culinary Arts/Culinary Management. (CSU transferable)

CULA 46 ADVANCED FOODS – 5 Units

Prerequisites: CULA 45 and CULA 50 with a grade of C or higher

Class Hours: 18 lecture/216 lab total

This course examines advanced principles of food preparation of foods served in restaurants. Emphasis given to the planning and preparation of food products relating to restaurants, hotels, and specialty food operations. *(CSU transferable)*

CULA 48 GOURMET FOOD PREPARATION – 3 Units

Prerequisites: CULA 45 and CULA 50 with a grade of C or higher

Class Hours: 27 lecture/81 lab total

This course is designed to teach advanced food preparation techniques and methods. Students learn the science of scratch cookery through small batch assignments. Areas of focus include gourmet items, buffet specialties, hors d'oeuvres, and canapés, while practicing presentation and garnishing. Small scale preparation is produced in a time-restricted, quality-minded setting. This course is for students pursuing a career in culinary arts/culinary management. *(CSU transferable)*

CULA 49 MENU PLANNING AND COST ANALYSIS – 2 Units

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course is designed to summarize the basic principles of menu planning and layout for various food service operations. Topics included are pricing, nutrition, and types of menus. This course may be offered in a distance education format. *(CSU transferable)*

CULA 50 SANITATION AND SAFETY (formerly CULA 150) – 2 Units

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 36 lecture (when offered in the distance education format, hours will total 108)

C-ID: HOSP 110

This course will provide instruction in the proper use of safety and sanitation principles and practices for personal and institutional application. Methods and techniques for handling foods safely are examined, including food preparation, storage, service, and the prevention of food contamination. Also covered are the importance of microorganisms, food borne illness and food allergies, sanitary facilities and equipment, accident prevention, crisis management, and pest management. Compliance with city, state, and federal health regulation as embodied in HACCP (Hazard Analysis Critical Control Point) are emphasized, along with the supervisor's responsibilities in maintaining high standards of these principles. This course will provide updated information on USDA, FDA, Codex, and ISO 24,000 regulations and their relationship to food borne illness. The student receives a certificate of completion from the Educational Foundation of the National Restaurant Association upon the successful completion of this course with a passing grade of 75% or higher. This course will provide the safe use of culinary equipment and its proper use to avoid accidents. This course is required for all Culinary Arts/Culinary Management students and is advised to be taken as the first course prior to all other culinary courses or in conjunction with the first few. It may be used for American Culinary certification and recertification, and is required for the Dietary Service Supervisor Certificate offered by the Nutrition Department. This course may be offered in a distance education format. *(CSU transferable)*

CULA 55 FOOD AND BEVERAGE COST CONTROL – 2 Units (formerly CULA 155)

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 36 lecture total (when offered in the distance education format, hour will total 108)

C-ID: HOSP 130 (with CULA 60)

This course will cover the function of purchasing from the viewpoint of management. It discusses channels of distribution, buying techniques, specification writing, and other principles needed to perform this critical activity. This course may be offered in a distance education format. *(CSU transferable)*

CULA 59 CATERING AND EVENT PLANNING – 3 Units

Prerequisites: CULA 45 and CULA 50 with a grade of C or higher

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 36 lecture/54 lab total

This course provides practical experiences designed to supplement the basic curriculum and includes special cooperative educational opportunities set up with the College and approved Chefs. Experiences include special and short order food preparation and service, buffet

service, catering, dining room management and service and receiving and storeroom procedures. Large scale and small quantity preparation is produced in a time-restricted, quality-minded setting. This course is for students pursuing a career in culinary arts/culinary management. *(CSU transferable)*

CULA 60 BEVERAGE MANAGEMENT – 2 Units

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 162)

C-ID: HOSP 130 (with CULA 55)

Identification, production, purchasing, and service of spirits, wine, and beer products. Marketing, menu development, and cost controls of a beverage operation. Special emphasis on staffing, training, and legal regulations for beverage sales. This course may be offered in a distance education format. *(CSU transferable)*

CULA 65 DINING ROOM SERVICE – 3 Units

Class Hours: 27 lecture/81 lab

In this course, students will learn in a live environment, the skills and techniques of the "front of the house" service staff. Throughout this course, students will rotate through basic dining room positions, learning and practicing their skills in front of dining room guests, in our public dining facility. Emphasis will be on the basic serving techniques and on customer satisfaction. *(CSU transferable)*

CULA 66 WINE WITH FOOD – 2 Units

Limitation on Enrollment: Students must be 21 years of age or older to take this course.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course is designed to teach students the applied approach to match wine and food from different parts of the world using flavors, textures, and components present in food and wine as complementing strategies. Emphasis on menu planning, preparation of foods, cooking methods, and tasting wines with food. Concepts can be applied to home preparation of food with wine, restaurant food production with wine, and dining out. This course may be offered in a distance education format. *(CSU transferable)*

CULA 73 INTRODUCTION TO WINES – 2 Units

Grading: Pass/No Pass Option

Limitation on Enrollment: Students must be 21 years of age or older to take this course.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course emphasizes the characteristics of wines from the major varietals. It covers the identification of wines from the wine districts of California, France, Germany, and Italy. The concept of food and wine pairing will also be evaluated. This course may be offered in a distance education format. *(CSU transferable)*

CULA 75 PASTRY – 2 Units

Prerequisites: CULA 50 and CULA 172 with a grade of C or higher

Class Hours: 18 lecture/54 lab total

This course covers fundamental baking skills for students who intend to specialize in baking and pastry making for commercial production. Production of yeast and quick breads, cakes, cookies, pies, and pastries, as well as decorating and icings, are undertaken, with emphasis placed on more sophisticated items and gourmet specialties, including cakes and pastries for weddings, birthdays, and special occasions. Gourmet baked items and pastries are produced in a time-restricted, quality-minded setting. This course is for students pursuing a career in culinary arts/culinary management. *(CSU transferable)*

CULA 94 CULINARY ARTS WORKSITE LEARNING – 1-8 Units

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Culinary Arts Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved culinary arts job site that is acquired by the student and related to the student's major. A faculty member supervises the course to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised

repetition and practice. A maximum of 8 units may be earned in a single semester. (CSU transferable)

CULA 159 STOCKS, SOUPS, SAUCES & BASIC CULINARY PREPARATION – 2 Units

Corequisite: CULA 50, or previous completion of CULA 50 with a grade of C or higher

Class Hours: 18 lecture/54 lab total

This course offers demonstration and practical application in the preparation of various stocks, soups, and sauces involving different methods of cooking meat, fish, seafood, poultry, and vegetables. The uses of culinary terms, equipment, and hand tools will be applied to preparation of stocks, soups, and sauces. Emphasis is placed on the development, organization, and carrying out of recipe standardization, need and procurement of supplies, work stations, and attractive service.

CULA 161 ART GARDE MANGER (PREPARATION AND PRESENTATION OF GARNISHED FOODS) – 2 Units

Corequisite: CULA 50, or previous completion of CULA 50 with a grade of C or higher

Class Hours: 18 lecture/54 lab total

This course builds on previously learned skills while the student studies traditional upscale pantry preparation. Topics covered include hors d'oeuvres, canapés, pates, terrines, and charcuterie. Artistic displays, including buffet tables, centerpieces, and culinary showpieces, are presented. The student gains practical experience preparing and serving theme buffets for guests. Small and large scale preparation is produced in a time-restricted, quality-minded setting. This course is for students pursuing a career in culinary arts/culinary management.

CULA 172 BAKING – 2 Units

Corequisite: CULA 50, or previous completion of CULA 50 with a grade of C or higher

Class Hours: 18 lecture/54 lab total

This course covers fundamental baking skills for students who intend to specialize in baking and pastry making for commercial production. Production of yeast and quick breads, cakes, cookies, pies, and pastries, as well as decorating and icings, are undertaken. Gourmet baked items and pastries are produced in a time-restricted, quality-minded setting. This course is for students pursuing a career in culinary arts/culinary management.

CULA 366 WINE WITH FOOD – 0 Units

Grading: Pass/No Pass Only

Limitation on Enrollment: Students must be 21 years of age or older to take this course.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course is designed to teach students the applied approach to match wine and food from different parts of the world using flavors, textures, and components present in food and wine as complementing strategies. Emphasis is on menu planning, preparation of foods, cooking methods, and tasting wines with food. Concepts can be applied to home preparation of food with wine, restaurant food production with wine, and dining out. This course may be offered in a distance education format.

CULA 373 INTRODUCTION TO WINES – 0 Units

Grading: Pass/No Pass Only

Limitation on Enrollment: Students must be 21 years of age or older to take this course.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course emphasizes the characteristics of wines from the major varietals. It covers the identification of wines from the wine districts of California, France, Germany, and Italy. The concept of food and wine pairing will also be evaluated. This course may be offered in a distance education format.

D

DANCE (DAN)

DAN 15 FUNDAMENTALS OF CHOREOGRAPHY – 1 Unit

Grading: Pass/No Pass Option

Advisory: Previous dance experience or concurrent enrollment in dance

classes

Class Hours: 54 lab total

Introduction to the fundamentals of choreography for concert dance, this course will explore the elements of space and its use. Students portray a topic of interest through a dance discipline, experimenting with movement style and choice of music accompaniment. The course will include analysis and critique of the student's own work, the work of other students and of professional and historic choreography. Students will have the opportunity to audition completed works for Shasta College Dance Concerts. (CSU transferable)

DAN 16 INTERMEDIATE CHOREOGRAPHY – 1 Unit

Grading: Pass/No Pass Option

Advisory: DAN 15 with a grade of C or higher, or previous dance experience

Class Hours: 54 lab total

This is a continuation of the Fundamentals of Choreography. The class will expand on concert dance into commercial work and musical theater, working within the parameters of someone else's criteria. The course will elaborate on the elements of space and its use. Students may come up with their own topics of interest, using a dance discipline of their choice for choreography. Analysis and critique of the works presented will include professional and historical choreography references. Students will be invited to audition completed works for presentation at the Shasta College dance concerts. (CSU/UC transferable)

DAN 20A BEGINNING MODERN DANCE – 1 Unit (formerly DAN 20, PE 40, HPE 36AB)

Grading: Pass/No Pass Option

Class Hours: 54 lab total

This course teaches fundamental movement, techniques, terminology, basic rhythm, and simple choreography of modern dance. (CSU/UC transferable)

DAN 20B INTERMEDIATE MODERN DANCE - 1 Unit (formerly DAN 21, PE 43, HPE 47AD, HPE 36CD)

Grading: Pass/No Pass Option

Advisory: DAN 20A with a grade of C or higher

Class Hours: 54 lab total

This course teaches movement, techniques, terminology, basic rhythm, and choreography of modern dance at an intermediate level. (CSU/UC transferable)

DAN 20C ADVANCED INTERMEDIATE MODERN DANCE - 1 Unit

Grading: Pass/No Pass Option

Advisory: DAN 20B with a grade of C or higher

Class Hours: 54 lab total

This is a course for modern dance students interested in more technical and sophisticated performing and choreography. (CSU/UC transferable)

DAN 20D ADVANCED MODERN DANCE - 1 Unit

Grading: Pass/No Pass Option

Advisory: DAN 20C with a grade of C or higher

Class Hours: 54 lab total

This is a course for modern dance students interested in advanced choreography and performance experience. (CSU/UC transferable)

DAN 30A BEGINNING BALLET – 1 Unit (formerly DAN 30, PE 41, HPE 37AB)

Grading: Pass/No Pass Option

Class Hours: 54 lab total

This course is an introduction to the art form of classical concert dance and includes beginning classical technique, emphasis on body placement, introduction to classical ballet terminology used worldwide, recognition of the musical rhythms that accompany specific historic steps, and beginning choreography of most used ballet step combinations and patterns. (CSU/UC transferable)

DAN 30B INTERMEDIATE BALLET – 1 Unit (formerly DAN 31, PE 44, HPE 45AD, HPE 37CD)

Grading: Pass/No Pass Option

Advisory: DAN 30A with a grade of C or higher

Class Hours: 54 lab total

This is an intermediate level course of classical concert dance that includes intermediate level techniques and recognition of differences in classroom labels between different schools of ballet. The course develops the ability in coordination of steps, musical rhythms and

recognition of ballet steps, combinations, and patterns. *(CSU/UC transferable)*

DAN 30C ADVANCED INTERMEDIATE BALLET – 1 Unit
(formerly DAN 31, PE 44, HPE 45AD, HPE 37CD)

Grading: Pass/No Pass Option

Advisory: DAN 30B with a grade of C or higher

Class Hours: 54 lab total

This is a class for ballet students interested in developing a more technical and sophisticated aspect of classical dance. Students will be instructed in the process of the classical exercises and be able to identify their purpose. Students will gain knowledge of the different schools of thought and the terminology of classical dance. There are performance and choreographic requirements and opportunities. *(CSU/UC transferable)*

DAN 30D ADVANCED BALLET, POINTE AND PARTNERING – 1 Unit
(formerly DAN 32)

Grading: Pass/No Pass Option

Advisory: DAN 30C with a grade of C or higher

Class Hours: 54 lab total

This is an advanced level of ballet for the student who is ready to approach the art of classical technique that involves dancing on pointe and the fundamentals of partnering another dancer. Students will be taught original variations from past masters as well as contemporary work of choreographers working today. Performance opportunities are available each semester. *(CSU/UC transferable)*

DAN 40A BEGINNING JAZZ DANCE – 1 Unit
(formerly DAN 40, PE 42 and HPE 72AB)

Grading: Pass/No Pass Option

Class Hours: 54 lab total

This course covers fundamental movement, techniques, terminology, basic rhythm, and simple choreography of jazz dance. *(CSU/UC transferable)*

DAN 40B INTERMEDIATE JAZZ DANCE – 1 Unit
(formerly DAN 41, PE 45, HPE 72CD, HPE 46AD)

Grading: Pass/No Pass Option

Advisory: DAN 40A with a grade of C or higher

Class Hours: 54 lab total

This course covers movement, techniques, terminology, rhythm, and choreography of jazz dance at an intermediate level. *(CSU/UC transferable)*

DAN 40C ADVANCED INTERMEDIATE JAZZ DANCE – 1 Unit

Grading: Pass/No Pass Option

Advisory: DAN 40B with a grade of C or higher

Class Hours: 54 lab total

This is a course for jazz dance students interested in a more technical and sophisticated performing and choreography. *(CSU/UC transferable)*

DAN 40D ADVANCED JAZZ DANCE – 1 Unit

Grading: Pass/No Pass Option

Advisory: DAN 40C with a grade of C or higher

Class Hours: 54 lab total

This is a course for jazz dance students interested in advanced technical and sophisticated performing and choreography. *(CSU/UC transferable)*

DENTAL (DNTL)

DNTL 10 ORAL BIOLOGY - 3 Units

Limitation on Enrollment: Enrollment in the Dental Hygiene Program

Class Hours: 54 lecture/13 lab total

This course covers the study of embryology and histology of oral structural formation, clinical recognition of normal oral structures, the physiological and structural functions of teeth and supporting tissues, and oral anatomy relative to proper dental hygiene procedures. *(CSU transferable)*

DNTL 11 ORAL RADIOLOGY - 3 Units

Limitation on Enrollment: Enrollment in the Dental Hygiene Program

Class Hours: 36 lecture/54 lab total

This course focuses on radiation physics, biology, protection, quality, dental techniques, interpretation of errors, recognition of anatomical landmarks, and recognition of pathologies. Students practice and

demonstrate competence using radiographic models and student patients in a clinical setting; all skills are taught to clinical competence. This course builds on basic dental sciences and prepares for clinical dental hygiene practice. *(CSU transferable)*

DNTL 12 HEAD AND NECK ANATOMY - 2 Units

Limitation on Enrollment: Enrollment in the Dental Hygiene Program

Class Hours: 27 lecture/27 lab total

This course studies the anatomical structures of the head and neck regions and relates these structures to the clinical practice of Dental Hygiene. *(CSU transferable)*

DNTL 13 DENTAL HEALTH EDUCATION/SEMINAR – 2 Units

Limitation on Enrollment: Enrollment in the Dental Hygiene Program

Class Hours: 36 lecture total

This course covers the principles and practices of prevention and control of dental disease with an emphasis on nutrition, plaque control, motivation, and chairside patient education. *(CSU transferable)*

DNTL 14 INTRODUCTION TO CLINIC – 4 Units

Limitation on Enrollment: Enrollment in the Dental Hygiene Program

Class Hours: 36 lecture/108 lab total

This course offers an introduction to all clinical procedures and skills needed for Dental Hygiene. *(CSU transferable)*

DNTL 20 LOCAL ANESTHESIA AND NITROUS OXIDE – 2 Units

Prerequisites: DNTL 10, DNTL 11, DNTL 12, and DNTL 14 with a grade of C or higher

Class Hours: 18 lecture/54 lab total

Covers the pharmacology and physiology of local anesthetic agents and effective technique in delivery of these agents to the oral cavity. Focuses on the anatomy of the nerves, physiology of nerve conduction, and how anesthesia works. Discusses the prevention and management of associated emergencies. Skills are practiced in a clinical setting on student patients; all skills are taught to clinical competence. *(CSU transferable)*

DNTL 21 GENERAL AND ORAL PATHOLOGY – 4 Units

Prerequisites: DNTL 10, DNTL 11, DNTL 12, DNTL 13, and DNTL 14 with a grade of C or higher

Class Hours: 72 lecture total

This course covers pathological processes of inflammation, immunology defense, degeneration, neoplasm, developmental disorders, and healing and repair. It also includes recognition of abnormalities in the human body, with a special emphasis on normal and abnormal conditions in the oral cavity. *(CSU transferable)*

DNTL 23 PATIENT MANAGEMENT AND GERIATRICS – 2 Units

Prerequisites: DNTL 10, DNTL 11, DNTL 12, DNTL 13, and DNTL 14 with a grade of C or higher

Class Hours: 36 lecture total

This course teaches characteristics of individual patients, motivation, and management of patients with special needs. Treatment of the compromised patient and myofunctional therapy is presented. *(CSU transferable)*

DNTL 24 CLINICAL PRACTICE I – 4 Units

Prerequisites: DNTL 10, DNTL 11, DNTL 12, DNTL 13, and DNTL 14 with a grade of C or higher

Class Hours: 18 lecture/162 lab total*

*Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.

This course provides beginning clinical experience in the treatment of adult and child patients. Various clinical procedures utilizing scaling and polishing techniques, oral inspection, cancer screening, dental and periodontal charting, principles of ultrasonic scaling, plaque control instruction and fluoride application will be taught. *(CSU transferable)*

DNTL 25 CLINIC I SEMINAR – 2 Units

Prerequisites: DNTL 10, DNTL 11, DNTL 12, DNTL 13, and DNTL 14 with a grade of C or higher

Class Hours: 36 lecture total

This course provides expanded learning opportunities related to clinical dental hygiene care through lecture, discussion, and demonstration. *(CSU transferable)*

DNTL 26 NUTRITION IN DENTISTRY – 1 Unit

Prerequisites: DNTL 10, DNTL 11, DNTL 12, DNTL 13, and DNTL 14

with a grade of C or higher

Class Hours: 18 lecture total

This course provides the basic principles of nutrition with relation to oral health. The intention of this course is to provide students with the skills necessary to perform dietary surveys on clinic patients and plan nutritional dietary programs to address patient needs. (CSU transferable)

DNTL 27 SUMMER CLINIC 27 – 1 Unit

Grading: Pass/No Pass Only

Prerequisites: DNTL 11, DNTL 12, DNTL 14, DNTL 20, DNTL 23, and DNTL 24 with a grade of C or higher

Class Hours: 54 lab total

This course will provide students with the opportunity to become more proficient in the clinical skills learned and practiced during previous clinical courses including instrumentation techniques, patient assessment, and administration of local anesthesia. (CSU transferable)

DNTL 30 PERIODONTOLOGY I – 3 Units

Prerequisites: DNTL 20, DNTL 21, DNTL 23, DNTL 24, DNTL 25, and DNTL 26 with a grade of C or higher

Class Hours: 54 lecture total

A course in Periodontology teaches the scientific study of the structures and function of the periodontium in both health and disease the etiology and principles of periodontal diseases, examination procedures, treatment, and preventative measures. (CSU transferable)

DNTL 31 PHARMACOLOGY – 2 Units

Prerequisites: DNTL 20, DNTL 21, DNTL 23, DNTL 24, DNTL 25, and DNTL 26 with a grade of C or higher

Class Hours: 36 lecture total

This course focuses on pharmacology as it affects the clinical practice of dental hygiene. Emphasizes drugs commonly used in the dental profession for treatment of common systemic and oral diseases and for emergency treatment. Focuses on the effects, administration, and toxicology of pharmacodynamics. Builds on basic and dental sciences and prepares for clinical dental hygiene practice. (CSU transferable)

DNTL 32 DENTAL MATERIALS – 2 Units

Prerequisites: DNTL 20, DNTL 21, DNTL 23, DNTL 24, DNTL 25, and DNTL 26 with a grade of C or higher

Class Hours: 36 lecture/18 lab total

This course presents the history, composition, chemical and physical properties and use of materials commonly utilized in the dental laboratory and dental operator. Builds on dental sciences. Provides laboratory experience in performing common dental laboratory procedures and prepares for the clinical practice of extended functions. All skills are taught to competence. (CSU transferable)

DNTL 33 ADVANCED CLINICAL TOPICS – 2 Units

Prerequisites: DNTL 20, DNTL 21, DNTL 23, DNTL 24, DNTL 25, and DNTL 26 with a grade of C or higher

Class Hours: 36 lecture total

This course is designed to present advanced topics and current technology used in the dental and dental hygiene field such as soft tissue curettage, root morphology and periodontal instrumentation, oral brush biopsy, non-surgical periodontal dressings, care for dental implants, oral maxillofacial surgery and orthodontics. (CSU transferable)

DNTL 34 CLINICAL PRACTICE II – 4 Units

Prerequisites: DNTL 20, DNTL 21, DNTL 23, DNTL 24, DNTL 25, and DNTL 26 with a grade of C or higher

Class Hours: 216 lab total

This course covers advanced skills of dental hygiene practice, including assessment and treatment, which are practiced on patients in a clinical setting, with emphasis on planning and comprehensive treatment; all skills are taught to competencies specific to the course. This course expands on the procedures and techniques introduced in previous preclinical and clinical courses. Builds on basic dental sciences and prepares for clinical dental hygiene practice. (CSU transferable)

DNTL 35 CLINICAL II SEMINAR – 1 Unit

Prerequisites: DNTL 20, DNTL 21, DNTL 23, DNTL 24, DNTL 25, and DNTL 26 with a grade of C or higher

Class Hours: 18 lecture total

This course provides an expanded learning experience through discussion of dental hygiene care for the culturally diverse, tobacco

cessation counseling, and seminar study of clinical cases. Builds on basic and dental sciences and prepares for clinical dental hygiene practice. (CSU transferable)

DNTL 40 PERIODONTOLOGY II – 1 Unit

Prerequisites: DNTL 30, DNTL 31, DNTL 32, DNTL 33, DNTL 34, and DNTL 35 with a grade of C or higher

Class Hours: 18 lecture total

This is a course to enhance assessment skills applicable in the treatment of patients with advanced periodontal disease. The goal of this course is to teach the dental hygienist ethical and clinical responsibility in periodontal disorders and to teach the relationship of the specialty practice of periodontics within the broad scope of dentistry and the legal ramifications thereof. (CSU transferable)

DNTL 41 PRACTICE AND FINANCIAL MANAGEMENT – 1 Unit

Prerequisites: DNTL 30, DNTL 31, DNTL 32, DNTL 33, DNTL 34, and DNTL 35 with a grade of C or higher

Class Hours: 18 lecture total

This course covers office practice management, ethical and legal aspects of dentistry and dental hygiene, and business matters relating to dental hygiene practice. (CSU transferable)

DNTL 42 CLINIC III SEMINAR – 2 Units

Prerequisites: DNTL 30, DNTL 31, DNTL 32, DNTL 33, DNTL 34, and DNTL 35 with a grade of C or higher

Class Hours: 18 lecture/54 lab total

Provides an expanded clinical experience exposure through independent study or additional clinical experience. (CSU transferable)

DNTL 43 CLINICAL PRACTICE III – 4 Units

Prerequisites: DNTL 30, DNTL 31, DNTL 32, DNTL 33, DNTL 34, and DNTL 35 with a grade of C or higher

Class Hours: 216 lab total

This course provides students with the opportunity to become more proficient in the clinical skills learned and practiced in previous clinical courses and to prepare them for success on their state and national board examinations. (CSU transferable)

DNTL 44 COMMUNITY ORAL HEALTH – 3 Units

Prerequisites: DNTL 30, DNTL 31, DNTL 32, DNTL 33, DNTL 34, and DNTL 35 with a grade of C or higher

Class Hours: 54 lecture total

Introduces students to the principles and practices of dental public health. The emphasis is placed on the role of the dental hygienist as an innovator of, and an educator in community health programs. Public health issues will be introduced and completely discussed. (CSU transferable)

DNTL 45 ETHICS AND JURISPRUDENCE – 2 Units

Prerequisites: DNTL 30, DNTL 31, DNTL 32, DNTL 33, DNTL 34, and DNTL 35 with a grade of C or higher

Class Hours: 36 lecture total

This course is a study of the fundamental factors necessary to be employed and practice within the ethical and legal framework of the State Dental Practice Act and Code of Ethics of the American Dental Association. (CSU transferable)

DNTL 54 SUMMER CLINIC 54 – 1 Unit

Grading: Pass/No Pass Only

Prerequisites: DNTL 14, DNTL 20, DNTL 24, DNTL 30, DNTL 34, and DNTL 43 with a grade of C or higher

Class Hours: 54 lab total

This course will provide students with the opportunity to become more proficient in the clinical skills learned and practiced during previous clinical courses and to prepare for success on their state clinical licensing examinations. This course is offered on a pass/no pass basis only. (CSU transferable)

DIESEL TECHNOLOGY (DIES)

NOTE: STUDENTS MUST PROVIDE THEIR OWN HAND TOOLS FOR TECHNICAL CLASSES IN THE DIESEL TECHNOLOGY AND AUTOMOTIVE TECHNOLOGY MAJORS IN ORDER TO COMPLETE REQUIRED COURSE OBJECTIVES.

DIES 48 HYDRAULICS – 3.5 Units

Grading: Pass/No Pass Option

Class Hours: 36 lecture/81 lab total (when offered in the distance education format, hours will total 189)

A study of the theory, application, and component parts of a hydraulic system. This course will emphasize fundamentals in dismantling, inspection, and troubleshooting hydraulic components and complete systems. Closed-loop application, inspection and troubleshooting will be studied. This course is required for all Diesel Technology, Welding Technology, and Equipment Operations and Maintenance majors. This course may be offered in a distance education format. (CSU transferable)

DIES 49 ADVANCED HYDRAULICS (formerly AGRI 49) – 3 Units

Grading: Pass/No Pass Option

Prerequisite: DIES 48 with a grade of C or higher

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course will emphasize the application of cylinders and motor used to control fluid power systems. Hydraulic-pneumatic circuitry, maintenance, repair, and closed loop drives will be covered. Recommended for Equipment Operations and Maintenance, production, agriculture, and diesel majors. This course may be offered in a distance education format. (CSU transferable)

DIES 94 DIESEL TECHNOLOGY WORKSITE LEARNING – 1-8 Units

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Diesel Technology Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved diesel technology job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. (CSU transferable)

DIES 160 DIESEL ENGINE ELECTRONIC CONTROL – 4 Units

Class Hours: 45 lecture/81 lab total (when offered in the distance education format, hours will total 216)

This course will cover electronic diesel engine control systems as related to testing, calibrating and diagnostic procedures. Industry software-generated computer programs will be utilized. This course may be offered in a distance education format.

DIES 161 DIESEL TECHNOLOGY FIELD TRAINING – 2 Units

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 108)

This course is designed to prepare the student for a career in the diesel technology field. Classroom instruction will include work-site expectations, interview techniques, and assessment of work performance. The student will be placed with local industry at various diesel repair facilities to expose them to actual industry standards. This course may be offered in a distance education format.

DIES 162 HEAVY DUTY DRIVE TRAIN – 4 Units

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

This course covers shop practices in service, repair, adjustment, and preventive maintenance of heavy duty drive trains. This course may be offered in a distance education format.

DIES 164 BEGINNING DIESEL ENGINES – 4 Units

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

Diesel fuel systems, composition of fuels, combustion chamber design, manifolds, fuel and air filters, fuel transfer pumps, fuel-injection pumps and injectors are taught in this class. Mechanical and electronic fuel controls will be analyzed. You will learn testing, calibrating and diagnostic procedures, using modern test equipment. Performance analysis of diesel engines as related to the California Air Resources Board Heavy Duty Vehicle Smoke and Tampering Inspection Program as mandated by Senate Bill 1997 of 1988 will be covered. This course may be offered in a distance education format.

DIES 166 DIESEL ENGINES – 6 Units

Prerequisite: DIES 164 with a grade of C or higher

Class Hours: 54 lecture/162 lab total (when offered in the distance education format, hours will total 324)

This course is an in-depth study of various diesel engines, theory of design, operation and application. This lab will provide training in the disassembly and inspection of diesel engines, practical assembly procedures and technical analysis of engine services. This course may be offered in a distance education format.

DIES 169 ADVANCED ELECTRONICS AND EMISSIONS MANAGEMENT – 3 Units

Prerequisites: DIES 160, DIES 164, and DIES 166 with a grade of C or higher

Class Hours: 18 lecture/108 lab total (when offered in the distance education format, hours will total 162)

This is an advanced course that covers the computerized diesel engine management systems and emissions packages found on current medium and heavy duty trucks. Students will gain real world experience by testing, analyzing, and repairing these systems. This course may be offered in a distance education format.

DIES 170 HEAVY DUTY BRAKING SYSTEMS – 4 Units

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

This course will cover the basic design and repair of foundation brakes and air systems pertaining to heavy duty vehicles. This course may be offered in a distance education format.

E

EARLY CHILDHOOD EDUCATION (ECE)

ECE 1 HUMAN DEVELOPMENT – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: PSY 180

This course involves a study of development and behavior throughout the human life span. Classic and up-to-date research on the physical, cognitive, and psychosocial domains will be presented. Theories will be integrated with practical application concepts throughout the course, underscoring the importance of life-long learning and adaptation. This course may be offered in a distance education format. (CSU/UC transferable)

ECE 2 CHILD, FAMILY, COMMUNITY – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: CDEV 110

Child, Family, Community introduces the student to the interacting influences of family life and community experiences, with consideration of historical and socio-cultural factors, that affect the developing child. The course focuses on the primary social relationships and social settings within the context of dissimilar family patterns. The study encourages understanding and practical utilization of community systems and resources that promote quality outcomes for both preschool and school age children, families, schools, and communities. This course may be offered in a distance education format. (CSU transferable)

ECE 3 EARLY CHILDHOOD PROGRAM ADMINISTRATION – 3 Units

Prerequisite: ECE 7 with a grade of C or higher

Note: This course meets the Title 22 requirements for Teacher/Director qualifications.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course identifies and assesses the principles and practices of managing early childhood programs. Course content will focus on overall administrative procedures for various programs providing care and learning for children ages zero to eight. The topics include: regulatory agencies, licensing and compliance with local and state requirements, funding and budgeting, staff selection and scheduling, and enrollment and operational policies and reports. This course may be offered in a distance education format. (CSU transferable)

ECE 6 EXPLORING FAMILY CHILDCARE – 1 Unit (formerly ECE 153)

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course provides an introduction to family childcare. Topics presented include an overview of regulations, family childcare management, importance of culturally diverse and age appropriate activities, and safe and healthful setting in a family childcare. This course may be offered in a distance education format. *(CSU transferable)*

ECE 7 EARLY CHILDHOOD OBSERVATION & ASSESSMENT – 3 Units

Prerequisite: ECE 1 or ECE 9 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ECE 200

This course provides the student with opportunities for further study of development and behavior of young children by developing skills in observation and assessment. Recording strategies, rating scales, portfolios and multiple assessment tools are explored. This course may be offered in a distance education format. *(CSU transferable)*

ECE 8 TEACHING PRACTICUM FOR YOUNG CHILDREN – 3 Units (formerly ECE 8A)

Prerequisites: ECE 7, ECE 17, and ECE 20 with a grade of C or higher
Note: Supervised field experience for the Child Development Permit will be obtained through the course lab hours at the Shasta College ECE Center Lab School or an early childhood Mentor classroom.

Class Hours: 36 lecture/54 lab total* (when offered in the distance education format, lecture hours will total 162)

*Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.

C-ID: ECE 210

This capstone course focuses on identifying, developing, and refining skills and behaviors essential for effective teaching of young children, consistent with national standards. The course is intended for students who want or need a supervised field experience where they have the opportunity to work directly with children to integrate theory and practice. Students will have the opportunity to practice and demonstrate skills that focus on child-centered, play-based approaches to teaching by designing, implementing, and evaluating developmentally appropriate activities, as well as gaining practical knowledge of learning and assessment. Knowledge of curriculum design will be emphasized as students plan, prepare, present, and evaluate experiences that promote positive development. The lecture component of this course may be offered in a distance education format. This course includes 54 hours of participation with young children in the Shasta College ECE Center Lab School or in a certified early childhood Mentor classroom. *(CSU transferable)*

ECE 9 CHILD GROWTH AND DEVELOPMENT – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: CDEV 100

This course provides an in-depth examination of 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. This course may be offered in a distance education format. *(CSU/UC transferable)*

ECE 12 INFANT TODDLER LEARNING – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course focuses on developmental research and current practices during conception, infancy, and toddlerhood. The course applies theoretical foundations to interpret behavior and interactions between heredity and environment, with an emphasis on understanding developmental stages, planning optimal environments with a focus on culture and relationships, and clarifying the caregiving role of teachers and child-care workers for children during the first three years of life. This course may be offered in a distance education format. *(CSU transferable)*

ECE 15 CHILD HEALTH, SAFETY AND NUTRITION – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ECE 220

This course focuses on the laws, regulations, standards, policies, procedures, and best practices related to health, safety, and nutrition in care and education settings for children birth through middle childhood. Includes the teacher's role in prevention strategies, nutrition and meal planning, integrating health safety and nutrition experiences into daily routines, and overall risk management. This course may be offered in a distance education format. *(CSU transferable)*

ECE 16 ADULT SUPERVISION AND MENTORING IN EARLY CARE AND EDUCATION – 2 Units

Advisory: ECE 3 and ECE 7 with a grade of C or higher

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course is designed to satisfy the Child Development Permit Adult Supervision requirement. Course content focuses on the methods and principles of supervising the adult learner in the early childhood program. It also addresses the roles of early childhood professionals who function as mentors to other staff and parents while simultaneously meeting objectives for children, parents, and staff, with emphasis on the classroom teacher. Expanded modeling, guidance, and evaluation approaches will be examined. This course may be offered in a distance education format. *(CSU transferable)*

ECE 17 PRINCIPLES AND PRACTICES OF TEACHING YOUNG CHILDREN – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ECE 120

This course is an examination of the underlying theoretical principles of developmentally appropriate practices applied to programs and environments. It emphasizes the key role of relationships, constructive adult-child interactions, and teaching strategies in supporting physical, social, creative, and intellectual development for all children. It includes a review of the historical roots of early childhood programs and the evolution of the professional practices promoting advocacy, ethics, and professional identity. Emphasis will be placed upon increasing the student's skills in critically analyzing educational settings for young children. Special attention will be given to room arrangement, selection and storage of materials. This course may be offered in a distance education format. *(CSU transferable)*

ECE 20 INTRODUCTION TO CURRICULUM – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ECE 130

This course focuses on developmentally appropriate curriculum and environments for children birth through age eight. Students will use knowledge of children's development, theories of learning and development, and examples from various models of developmentally appropriate practice to plan environments and curriculum in all content areas to support children's development and learning integrated throughout indoor and outdoor settings. This course may be offered in a distance education format. *(CSU transferable)*

ECE 22 CARE AND EDUCATION FOR INFANTS AND TODDLERS – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

Focuses on the planning, preparation, and presentation of developmentally appropriate curriculum activities, materials, and learning environments for use with infants and toddlers to support physical, social-emotional, cognitive and language development. Emphasis will be placed upon increasing the student's skills in critically analyzing education settings and materials for infants and toddlers. Special attention will be given to both indoor and outdoor environments and curriculum. This course may be offered in a distance education format. *(CSU transferable)*

ECE 26 THE CHILD WITH SPECIAL NEEDS – 3 Units

Prerequisite: ECE 1 or ECE 9 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course will focus on early childhood education and children with special needs. Developmental, educational, and family issues related to children and youth with disabilities and giftedness will be presented. The

course also provides an overview of special education as a professional discipline, including its history, laws, challenges, current trends, and issues. This course will explore different types of special needs identified in children including children who are: gifted, developmentally delayed, learning disabled, as well as children with: emotional and behavioral disorders, communication disorders, sensory disorders, neurological disorders, and health impairments. This course may be offered in a distance education format. (CSU transferable)

ECE 27 TEACHING CHILDREN WITH SPECIAL NEEDS AND EARLY INTERVENTION STRATEGIES – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course focuses on learning to work with children birth to eight years of age with disabilities and other special needs and their families in inclusive early childhood educational settings. It will include an exploration of the following: characteristics of young children with disabilities and other special needs; impact on the family; types of educational and other programs/services that are available; modification of the educational environment; approaches to assessment and curriculum; and integration and future trends. Upon completion, students should be able to recognize atypical development, make appropriate referrals, and work collaboratively to plan, implement, and evaluate inclusion and intervention strategies. This course may be offered in a distance education format. (CSU transferable)

ECE 28 TEACHING IN A DIVERSE SOCIETY – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ECE 230

This course offers an 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 early education classroom strategies will be explored, emphasizing culturally and linguistically appropriate anti-bias approaches supporting all children in becoming competent members of a diverse society. This course includes self-examination and reflection on issues related to social identity, stereotypes and bias, social and educational access, media, and schooling. This course may be offered in a distance education format. (CSU transferable)

ECE 51 ADMINISTRATION II: PERSONNEL AND LEADERSHIP IN EARLY CHILDHOOD EDUCATION – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course covers effective strategies for personnel management and leadership in early care and education settings. Content includes legal and ethical responsibilities, supervision techniques, professional development, and reflective practices for diverse and inclusive early childhood settings. This course may be offered in a distance education format. (CSU transferable)

ECE 52 GUIDANCE IN ADULT-CHILD RELATIONS – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course explores principles and strategies of positive guidance that are both effective and flexible for adults interacting with young and school age children. Cognitive, social, and emotional characteristics and needs of children will be examined. This course would be of interest to parents, educators, caregivers, and any adult involved with or interested in children. This course may be offered in a distance education format. (CSU transferable)

ECE 60 ADVANCED CURRICULUM – 3 Units

Prerequisite: ECE 20 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course will explore multiple areas of development for young children. Students will analyze the factors that affect and facilitate physical growth and development of young children. Students will learn strategies for supporting affective development with specific guidance directed to young children's social, emotional, and creative needs. This course will enable students to enhance young children's cognitive skills in language development and critical thinking skills. An integrated curriculum will be created with focus on health and nutrition, music and rhythm, perceptual and motor development, art expression, self-understanding,

socialization, communication, literacy, mathematics, and science inquiry. Students will acquire strategies for identifying curriculum goals and procedures that strengthen young children's skills. This course may be offered in a distance education format. (CSU transferable)

ECE 94 EARLY CHILDHOOD EDUCATION WORKSITE LEARNING – 1-8 Units

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Early Childhood Education Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved early childhood education job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. (CSU transferable)

ECE 147 MENTAL HEALTH AWARENESS IN ECE PROGRAMS – 1 Unit

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course introduces the student to mental health issues in young children, their families, and their caregivers. It includes an overview of early childhood mental health from prenatal development to eight years of age, and the effects of environment and biology on mental health. Students will become aware of potential mental health concerns in early childhood, and how we can help children, parents, and caregivers in our programs. This course may be offered in a distance education format.

EARTH SCIENCE (ESCI)

(formerly Geology and Physical Science)

ESCI 1 THE ACTIVE EARTH – 4 Units (formerly GEOL 1, GEOL 1A)

Note: Required field trips.

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 162 for the lecture portion of the class and an additional 54 hours of lab, totaling 216 hours for this course)

C-ID: GEOL 101

This course is an introduction to the physical processes that drive Earth as a dynamic planet. Both internal and external processes are considered as well as their inter-relationships. Discussion in the course will include Earth's internal structure, plate tectonics, minerals and rocks and their origins, surface processes, geologic structures such as faulting and folding, metamorphism, sedimentation, soil formation, geologic time including radiometric methods, geologic hazards such as earthquakes, volcanism, mass wasting, flooding, and the vital nature of Earth materials to society. Laboratory activities will focus on the application of classroom concepts and will include mineral and rock identification, geologic structures, topographic and geologic map use, use of remote imagery, recognition of landforms, geologic time, seismology, and volcanism. Lecture and laboratory will consider geologically produced and influenced natural resources, their exploitation, and concepts centered about sustainable uses. The lecture portion of this course may be offered in a distance education format. (CSU/UC transferable)

ESCI 2 EARTH: THE HISTORY OF OUR PLANET – 4 Units (formerly GEOL 2, GEOL 1B)

Advisory: GEOG 1A and GEOG 1AL, GEOG 7, NHIS 5, or NHIS 15 with a grade of C or higher

Notes:

1. Completion of any ESCI course, except ESCI 14/14L, OR any one of the listed advisory courses with a minimum grade of C is recommended.
2. Required day and overnight field trips.

Class Hours: 54 lecture/54 lab total

C-ID: GEOL 111

Natural processes on Earth develop results specific to those processes.

For example, the results of volcanism are unique to eruptions while rivers and flowing water form their own deposits, as do crashing waves along a shore. These signature results can be preserved in rocks, often with fossils included. The study of Earth's history is then revealed in rock successions as they collect through time. This course will define the origin of minerals, rocks and fossils in successions, described as stratigraphy and often formed in relation to mountain building episodes, in an effort to understand Earth through time. Supporting concepts include biologic evolution, geologic time, and paleogeographic relationships. Plate tectonics and crustal evolution will provide a base framework though with a North American focus and an emphasis on the west coast. Laboratory exercises will include the description and classification of minerals and rocks, the recognition of ancient metamorphic, igneous and sedimentary environments, the recognition, occurrence, and geologic use of fossil organisms, introduction to and application of stratigraphic principles, recognition of geologic structures, and the development and use of different types of geologic maps and cross sections. *(CSU/UC transferable)*

ESCI 3 MINERALOGY AND CRYSTAL OPTICS – 5 Units (formerly GEOL 3)

Prerequisite: ESCI 1 with a grade of C or higher

Corequisite: CHEM 1A, or previous completion of CHEM 1A with a grade of C or higher

Class Hours: 54 lecture/108 lab total

C-ID: GEOL 280

This course is an exploration into the chemistry, classification, optics and crystalline structure of minerals. Topics covered in the course will include the chemistry, bonding, and crystalline structure of minerals, recognition of crystal types, physical properties of minerals, mineral classification as well as their origins, occurrence, and use, and an introduction to the theory of optical identification of minerals. Laboratory activities will include crystallography, physical properties testing, mineral classification, and optical techniques to identify mineral crystals with an introduction to uniaxial and biaxial minerals. *(CSU/UC transferable)*

ESCI 6 ANCIENT LIFE – 4 Units (formerly GEOL 6)

Note: Required day field trips.

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 162 for the lecture portion of the class and an additional 54 hours of lab, totaling 216 hours for this course)

This course is a survey of past life presented through geologic and biologic investigation. This course is interdisciplinary in nature and provides geologic background and evidence for the origination and evolution of life. Associated methodologies and concepts presented include geologic time and its measure, chemical and organic evolution, controls on evolution, cladistic analysis, ancient ecologic reconstruction, mass extinction and adaptive radiation, fossilization, and ancient geographic distributions of flora and fauna. Anatomical innovations that define major classes of organisms are traced through ancestor-descendant relationships. Laboratory exercises include processes of fossilization, fossil recognition, cladistic analysis, genetics, stratigraphy, reconstruction of ancient biologic communities, ancient geographic reconstruction through fossil information, functional morphology, mass extinction and adaptive radiation in the fossil record. The lecture portion of this course may be offered in a distance education format. *(CSU/UC transferable)*

ESCI 7 INTRODUCTION TO THE GEOLOGY OF CALIFORNIA – 4 Units (formerly GEOL 7, GEOL 25)

Note: Required field trips (day trips and overnight trips).

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 162 for the lecture portion of the class and an additional 54 hours of lab, totaling 216 hours for this course)

C-ID: GEOL 200

As the newest material added to North America, California geology is incredibly diverse. Each geomorphic province in California is defined by unique rock successions indicative of ancient and modern processes ranging from geologic hazards such as seismicity, volcanism, and mass wasting, to the tectonic assembly of California and associated economic resources. California's mountains reveal past glaciations, its shores modern and ancient coastal processes, and its dramatic deserts a massive history 1 billion years in the making. Laboratory exercises will include mineral and rock identification and classification, topographic and geologic map study, landforms analysis, stratigraphy, aerial photo interpretation, and data/sample collection on field trips. The lecture portion of this course may be offered in a distance education format.

(CSU/UC transferable)

ESCI 8 PLANETARY GEOLOGY: DEVELOPMENT, HISTORY AND PLANETARY PROCESSES – 3 Units (formerly GEOL 8, GEOL 22)

Note: Required field trips and/or evening observations when possible.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course offers an introduction to the physical processes that shape planetary surfaces and guide their development through time. The course will explore the origins of the solar system and use Earth as a planetary "model" to perform systematic and comparative investigations of the planets and other bodies in the solar system. Recent information gathered by Earth-based and orbiting observation platforms and unmanned planetary probes will be used to investigate planetary processes, develop planetary histories and differentiate the varied pathways and processes that have influenced each planet's evolution. The course will also consider the Sun and its influence on the planets and other bodies in the solar system, as well as asteroids, comets, meteors and impacts on planetary surfaces. This course may be offered in a distance education format. *(CSU/UC transferable)*

ESCI 9 EARTHQUAKES, VOLCANOES, AND OTHER GEOLOGIC HAZARDS – 3 Units (formerly GEOL 9, GEOL 20)

Note: Required field trips. A scheduled field trip will still be required for the online course.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162. A scheduled field trip will still be required for the online course.)

This introductory course considers geologic hazards and their impact on society in part through the utilization of case histories, many of which are from California. The course will focus on earthquakes and volcanism specifically considering the dynamics of these two phenomena. Other topics to be discussed include tsunami origination and development, types of mass wasting and their controlling factors and influences, and flooding. A portion of the course will also describe geologic hazards that are human influenced or caused, such as soil erosion, acid rain, ground-water contamination and ground subsidence. Engineering mitigation, hazard preparedness and remediation strategies complete the course. This course may be offered in a distance education format. *(CSU/UC transferable)*

ESCI 10 ENVIRONMENTAL GEOLOGY – 4 Units (formerly GEOL 10, GEOL 40)

Note: Required field trips.

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 162 for the lecture portion of the class and an additional 54 hours of lab, totaling 216 hours for this course)

Geologically related impacts on the environment, both natural and human-influenced, provide the subject content for this course. Emphasis is placed on human and environmental interactions with discussions regarding natural resources and their exploitation, pollution and waste disposal, climate change, land use and engineering, and energy resources. Earth processes that result in environmental catastrophes, environmental change, and an impact on society are also considered, including topics such as earthquakes, volcanism, flooding, mass wasting, coastal processes, and climate trends. Laboratory activities will focus on Earth materials, water resources and contamination, hazardous waste storage, mining and resource exploitation, and pollution. The lecture portion of this course may be offered in a distance education format. *(CSU/UC transferable)*

ESCI 12 GENERAL EARTH SCIENCE – 4 Units (formerly PHSC 2, PHSC 3)

Note: Required field trips.

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

C-ID: GEOL 121

This course is a survey course designed for non-science majors which spans the Earth-related sciences, including geology, oceanography, meteorology, and astronomy. In general, the course focuses on physical processes and materials as related to each discipline. Topics include the geologic evolution of the Earth, economic resources derived from the Earth, Earth materials, evolution and character of the oceans, ocean-atmosphere interactions, atmospheric processes including weather and climate, the solar system and Earth as part of the universe. Using an

Earth systems approach, lecture and laboratory will consider concepts centered about the sustainable use of natural resources. The laboratory portion of this course provides hands-on activities that support and demonstrate lecture concepts. This course may be offered in a distance education format. *(CSU/UC* transferable)* *UC transfer limit – no credit if taken after a college level course in Astronomy, Chemistry, Geology, Meteorology, or Physics

ESCI 14 METEOROLOGY – 3 Units (formerly PHSC 4)

Note: Students may take ESCI 14 without enrollment in ESCI 14L, the matching laboratory science. However, to enroll in ESCI 14L, one must have completed ESCI 14 or be taking this course concurrently.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: GEOG 130

Dynamic aspects of the atmosphere responsible for climate and weather are the main focus of this course. Topics include atmospheric composition, solar radiation, global heat transfer, atmospheric moisture, pressure and atmospheric circulation, air masses, weather patterns and forecasting, storms, air pollution and ozone, and global climate changes. Applicable fundamental science concepts such as state changes, heat transfer mechanisms, and the physical and chemical aspects of the media involved in weather are also introduced. Further the course will consider influences on the atmosphere that disrupt sustainable, stable climate conditions. This course may be offered in a distance education format. *(CSU/UC transferable)*

ESCI 14L METEOROLOGY LABORATORY – 1 Unit

Prerequisite: ESCI 14 with a grade of C or higher OR

Corequisite: ESCI 14

Note: Concurrent enrollment in ESCI 14 is preferred.

Class Hours: 54 lab total

This course provides practical application to concepts presented in the Meteorology lecture course. Laboratory exercises will include analyses of incoming solar radiation, heat transfer in the atmosphere, humidity measurements, atmospheric motion, weather maps, storm characteristics, and climate controls and climate change. The lecture and laboratory will consider influences on the atmosphere that disrupt sustainable, stable climate conditions. This course may be offered in a distance education format. *(CSU/UC transferable)*

ESCI 15 OCEANOGRAPHY – 4 Units (formerly PHSC 5)

Note: Required overnight field trip.

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 162 for the lecture portion of the class and an additional 54 hours of lab, totaling 216 hours for this course)

Global ocean dynamics are part of an intricate system that influences world climate and both terrestrial and oceanic life. Basic principles and concepts are presented including ocean origins, ocean basin formation, seawater composition and characteristics, oceanic circulation, and the marine habitat providing a holistic view to the study of the oceans. Coastal processes such as waves and tides, erosion and deposition, and landforms are also considered. Laboratory activities will survey marine geology including plate tectonic and ocean basin topography, chemical oceanography, physical oceanography such as circulation, waves and tides, and biological oceanography including marine organisms, marine ecosystems and nutrient flow. Lecture and laboratory will consider marine produced and influenced natural resources, their exploitation, and concepts centered about sustainable uses. The lecture portion of this course may be offered in a distance education format. *(CSU/UC transferable)*

ESCI 16 COASTAL MARINE SCIENCES – 3 Units (formerly PHSC 6)

Note: Students may take ESCI 16 without enrollment in ESCI 16L, the matching laboratory science. However, to enroll in ESCI 16L, one must have completed ESCI 16 or be taking this course concurrently. Required field outings.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is an introduction to coastal oceanography, a holistic science that in this course will include coastal habitat evaluation of shore and near shore ecosystems. Basic concepts in oceanography including chemical, physical, geologic, and biologic realms, as related to coasts, with an emphasis on the inter-related nature of these topics, will serve as the main thread across the topics of the course. The course will develop oceanographic concepts associated with estuaries, tidal flats, sandy shores, rocky shores, and the shallow continental shelf. Shore and near-

shore island ecosystems and their evolution, inclusive of island reefs and lagoons, outer-shelf reef formation and ecology, and coastal management will round out the course. The course will also consider marine produced and influenced natural resources, their exploitation, and concepts centered about sustainable uses and conservation. This course may be offered in a distance education format. *(CSU/UC transferable)*

ESCI 16L COASTAL MARINE SCIENCES LABORATORY – 1 Unit

Prerequisite: ESCI 16 with a grade of C or higher OR

Corequisite: ESCI 16

Note: Concurrent enrollment in ESCI 16 is preferred

Class Hours: 54 lab total

This course relies on concepts presented in ESCI 16 Coastal Marine Sciences as it provides practical application to concepts presented in that course. Laboratory work will include field explorations along coasts, including shore and near shore systems, representing the primary resources for lab work. Other activities will include charting and navigation, species identification, and habitat monitoring; this involves data collection techniques, analysis, and synthesis from coastal and near-shore sites. As with the Coastal marine Sciences lecture section, marine produced and influenced natural resources, their exploitation, and sustainable uses will be studied. *(CSU/UC transferable)*

ESCI 17 EARTH SYSTEM SCIENCE – 3 Units (formerly PHSC 7)

Note: Required day field trips.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

Earth is a dynamic planet, changing in response to natural processes within the atmosphere, geosphere, hydrosphere and biosphere. Modern science is now viewing the Earth system in its entirety, the sum of its parts, in an effort to understand how processes in one sphere impact those in another. This course stresses the inter-relationships of these systems and reviews natural cycles and positive and negative feedback pathways that operate over various time scales to affect global environmental change. The impact of civilization on the Earth system is also analyzed as the course considers pollution, over population, global warming, deforestation, desertification, resource depletion, and biologic extinctions along with solutions developed within sustainable concepts and practices. This course may be offered in a distance education format. *(CSU/UC transferable)*

ESCI 18 GLOBAL CLIMATE CHANGE: PAST, PRESENT AND FUTURE – 3 Units

Note: Required day field trips.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

Atmospheric processes, on a global and local scale, are considered as they determine weather and climate through time. Natural influences on the atmosphere include the global ocean, the sun, and volcanisms on planet Earth, each directing atmospheric responses in a different manner. Past climate conditions on Earth, and the science used to determine those conditions through rock, sediment and ice cores, will be explored. Human influences on the atmosphere will be considered as well as a review of the observations that have led to scientific consensus on global climate change. Current trends in climate change will be extrapolated into the future as directed by climate modeling and their consequences considered. This course may be offered in a distance education format. *(CSU/UC transferable)*

ESCI 32 THE NORTHERN SIERRAS – 1.5 Units (formerly GEOL 32)

Grading: Pass/No Pass Option

Corequisite: ESCI 32L

Note: Required field trip.

Class Hours: 27 lecture total (when offered in the distance education format, hours will total 81)

As part of an introduction to the diverse character of the northern Sierras, this course is paired with ESCI 32L, a corequisite course that will culminate with a three-day overnight field trip that explores the northern Sierras. ESCI 32 will present basic concepts in geology as well as topics specific to the northern Sierras such as continental growth, multiple mountain building episodes and mountain building processes, pre-Cascades volcanism, river processes and their role in landscape development, glaciation and related geomorphology, and "mother-lode" economic geology. Weather patterns and climate are addressed especially in terms of water resources and climate change. This course may be offered in a distance education format. *(CSU transferable)*

ESCI 32L THE NORTHERN SIERRAS LAB AND FIELD STUDIES – 0.5 UnitsGrading: Pass/No Pass OptionCorequisite: ESCI 32Note: This course includes a three-day, overnight field trip.Class Hours: 27 lab total

This course accompanies ESCI 32 and represents laboratory and field activities associated with the northern Sierras, inclusive of a three-day, overnight field trip across this region. This course supports the goal of understanding the geology and geologic history of the northern section of the Sierra Nevada mountains, as well as economic and climatologic qualities as they converge to produce important needed resources and Alpine, foothill and even wetland and desert habitats. Field sites demonstrate these relationships, and lab sessions prior to the trip will focus on the application of ESCI 32 concepts in preparation for the field trip. Field exercises will be conducted at various stops. (CSU transferable)

ESCI 33 GEOLOGY OF THE SACRAMENTO VALLEY – 1.5 Units (formerly GEOL 33)Grading: Pass/No Pass OptionNote: Required overnight field trip.Class Hours: 18 lecture/27 lab total (when offered in a distance education format, hours will total 54 for the lecture portion of the class and an additional 27 hours of lab, totaling 81 hours for this course)

An introduction to the geology of the Sacramento Valley that will culminate with a three day overnight field trip through this geomorphic province and its boundaries. Lecture meetings will present basic concepts in geology needed to understand the geologic history of the Sacramento Valley as well as outcrops visited during the field trip. Topics to be discussed include geologic hazards, economic resources, volcanism, faulting, river processes, and the Pleistocene geology of the valley. Field trip exercises will also be conducted at various stops. The lecture portion of this course may be offered in a distance education format. (CSU transferable)

ESCI 34 THE MODOC PLATEAU – 1.5 Units (formerly GEOL 34, GEOL 61AB)Grading: Pass/No Pass OptionCorequisite: ESCI 34LNote: Required overnight field trip.Class Hours: 27 lecture total (when offered in the distance education format, hours will total 81 hours)

The Modoc Plateau of northeastern California presents a unique opportunity to study many aspects of the region's natural history, ranging from the emplacement, structure and impact of the Cascades' largest volcano, the Medicine Lake Volcanic Complex, to the wetlands of the upper Klamath river and the high desert habitats of the plateau itself. Lectures will present basic concepts in geology, meteorology, climatology and water resources of the province. Specific topics to be discussed include volcanic processes and features, geologic hazards, geothermal potential, economic resources, faulting, plateau development, basin and range development, and surface and subsurface water. High desert and cave ecosystems will also be considered. A three-day overnight field trip through this geomorphic province and its boundaries is a major part of the corequisite lab course. This course may be offered in a distance education format. (CSU transferable)

ESCI 34L THE MODOC PLATEAU LABORATORY AND FIELD STUDIES – .5 UnitsGrading: Pass/No Pass OptionCorequisite: ESCI 34Note: This course includes a three-day, overnight field trip.Class Hours: 27 lab total

This course accompanies The Modoc Plateau lecture course and represents laboratory and field activities associated with the Modoc Plateau of northeastern California, including a three-day, overnight field trip. This course supports the goal of understanding the geology and geologic history of the Modoc region with a focus on volcanic processes and regional faulting, as well as climatologic qualities as they converge to define high desert to near-tree line biomes. Field sites across the region demonstrate these relationships, and lab sessions prior to the trip will focus on the application of the lecture portion concepts. Field exercises will be conducted at various stops. (CSU transferable)

ESCI 35 LASSEN VOLCANIC NATIONAL PARK – 1.5 Units (formerly GEOL 35, GEOL 62AB)Grading: Pass/No Pass OptionCorequisite: ESCI 35LNote: Required overnight field trip.Class Hours: 27 lecture total (when offered in the distance education format, hours will total 81)

This course is an introduction to Lassen Volcanic Park that is paired with ESCI 35L, a concurrent corequisite course that includes a three-day overnight field trip within and around the park. ESCI 35 is a lecture course and meetings will present geology, weather and climatology, ecology, and park history, with a particular focus on park geology and climatology. Basic concepts in geology needed to understand the geologic history of the park, as well as outcrops visited during the ESCI 35L field trip, its climatologic evolution, and modern ecology are also discussed, in addition to the historical development of the park. Featured topics will include volcanic processes and features, volcanic and geothermal hazards, geothermal potential, past glaciation, faulting, and modern seasonal ecology as driven by precipitation patterns and spring systems. This course may be offered in a distance education format. (CSU transferable)

ESCI 35L LASSEN VOLCANIC NATIONAL PARK LAB AND FIELD STUDIES – 0.5 UnitsGrading: Pass/No Pass OptionCorequisite: ESCI 35Note: Required overnight field trip.Class Hours: 27 lab total

This course accompanies ESCI 35 and represents laboratory and field activities associated with Lassen Volcanic National Park, inclusive of a three-day overnight field trip within and around the park. This course supports the goal of understanding the geologic and climatologic history and modern ecologic character of the park through site and outcrop exposures as they demonstrate volcanic processes, volcanic and geothermal features, past glaciation and glacial features, slide hazards, faulting, and typical seasonality experienced by the park as it drives ecology. Field exercises will be conducted at various stops. (CSU transferable)

ESCI 36 THE MOUNT SHASTA REGION – 1.5 Units (formerly GEOL 36, GEOL 64AB)Grading: Pass/No Pass OptionCorequisite: ESCI 36LNote: Required overnight field trip associated with corequisite course, ESCI 36L.Class Hours: 27 lecture total (when offered in the distance education format, hours will total 81)

This course is an introduction to Mount Shasta and surrounding areas that will present basic concepts in geology needed to understand the evolution of Mount Shasta and the eastern Klamaths. Topics to be discussed include volcanic processes and features, volcanic hazards, earthquakes, eruption predictability, geothermal activity, glaciation, mass wasting events, continental accretion and growth, tectonic-volcanic relationships, and ancient environments that long predate the much more recent formation of the Mt Shasta Volcanic Complex. This course may be offered in a distance education format. With its corequisite course, ESCI 36L, subject matter in this course will be matched to field locations during a three day overnight field trip to and around the mountain and adjacent sites. (CSU transferable)

ESCI 36L MT. SHASTA LABORATORY AND FIELD STUDIES – 0.5 UnitsGrading: Pass/No Pass OptionCorequisite: ESCI 36Class Hours: 27 lab total

This course accompanies the Mt. Shasta lecture course and represents laboratory and field activities associated with the Mt. Shasta region of northern California, inclusive of a three-day, overnight field trip. This course supports the goal of understanding the geology and geologic history of the Western and High Cascades, a volcanic system tied to the Cascadia subduction zone for the past 12-15 million years. The course will also explore pre-Cascades geology inclusive of inland seas, ancient reefs and prior subduction episodes, as well as the climatologic qualities as they define a micro-climate within the Shasta Valley and in the shadow of the glaciated stratovolcano of Mt. Shasta. Field sites across the region demonstrate these relationships, and lab sessions prior to the trip will

focus on the application of ESCI 36 concepts. Field exercises will be conducted at various stops. *(CSU transferable)*

ESCI 37 THE NORTHERN CALIFORNIA COAST – 1.5 Units (formerly GEOL 37)

Grading: Pass/No Pass Option

Corequisite: ESCI 37L

Class Hours: 27 lecture total (when offered in the distance education format, hours will total 81)

This course is an introduction to the processes which have shaped and continue to shape northern California's coastline. This course is paired with ESCI 37L, a concurrent corequisite course that will culminate with a three-day overnight field trip that explores the northern California coast. ESCI 37 presents basic concepts in geology, as well as determining the geologic history of the coast. It will cover additional topics specific to the northern California coastline, such as hazards including earthquakes, tsunamis, landslides, and shore erosion, but extending into coastal oceanographic processes such as tidal processes, wave action and coastal currents, and even shoreline habitats as a reflection of the geology and climate. Other topics range from active mountain building to weather patterns and even climate. This course may be offered in a distance education format. *(CSU transferable)*

ESCI 37L NORTHERN CALIFORNIA COAST LAB AND FIELD STUDIES – 0.5 Units

Grading: Pass/No Pass Option

Corequisite: ESCI 37

Note: This course includes a three-day, overnight field trip.

Class Hours: 27 lab total

This course accompanies ESCI 37 and represents laboratory and field activities associated with the northern California coast, inclusive of a three-day, overnight field trip along this stretch of coast. This course supports the goal of understanding the geology and geologic history of the north coast, as well as oceanographic and climatologic qualities as they converge to define habitats. Coastal sites demonstrate these relationships, and lab sessions prior to the trip will focus on the application of ESCI 37 concepts. Field exercises will be conducted at various stops. *(CSU transferable)*

ESCI 38 THE POINT REYES NATIONAL SEASHORE – 1.5 Units (formerly GEOL 38)

Grading: Pass/No Pass Option

Note: Required overnight field trip.

Class Hours: 18 lecture/27 lab total (when offered in the distance education format, hours will total 54 for the lecture portion of the class and an additional 27 hours of lab, totaling 81 hours for this course)

An introduction to the geologic processes which have shaped and continue to shape the Point Reyes National Seashore. The course will culminate with a three day overnight field trip to the national seashore. Lecture meetings will present basic concepts in geology as well as topics specific to Point Reyes such as the San Andreas Fault system, geologic hazards including earthquakes, tsunamis, and mass wasting events, tidal and estuarine processes, and the area geomorphology. Field trip exercises will also be conducted at various stops. The lecture portion of this course may be offered in a distance education format. *(CSU transferable)*

ECONOMICS (ECON)

ECON 1A PRINCIPLES OF ECONOMICS – MICRO – 3 Units

Grading: Pass/No Pass Option

Prerequisite: MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher (ECON 1A is not a prerequisite for ECON 1B)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ECON 201

This course is a study of the basic institutions and principles of microeconomics and so it concentrates on the parts of an economic system: the markets, the producers, the consumers, and the structures of basic industries, along with systems for relative resource use and income determination. This course may be offered in a distance education format. *(CSU/UC transferable)*

ECON 1B PRINCIPLES OF ECONOMICS – MACRO – 3 Units

Grading: Pass/No Pass Option

Prerequisite: MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher (ECON 1A is not a prerequisite for ECON 1B)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ECON 202

This course studies the basic economic institutions and principles as they pertain to the entire economic system such as money and banking, determinants of national income, employment, output and the roles played by government in using monetary and fiscal policy to promote the mandates of the Employment Act of 1946. This course may be offered in a distance education format. *(CSU/UC transferable)*

EDUCATION (EDUC)

EDUC 1 INTRODUCTION TO EDUCATION – 3 Units

Advisory: ENGL 1A with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: EDUC 200

This course introduces students to the American public education system, kindergarten through twelfth grade. Topics include professional ethics, governance and financing of public education, historical and philosophical foundations, and contemporary issues. The course introduces California's content standards, curriculum frameworks, and teaching performance expectations. Students complete a minimum of 45 hours of structured observations in public school classrooms in cooperation with at least one instructor-approved certificated classroom teacher. This course may be offered in a distance education format. *(CSU/UC transferable)*

EDUC 94 EDUCATION WORKSITE LEARNING – 0.5-8 Units

Grading: Pass/No Pass Only

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Education Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved education job site that is acquired by the student and related to the student's major. A faculty member supervises all education worksite learning courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. *(CSU transferable)*

ENGINEERING (ENGR)

ENGR 1A MEASUREMENTS AND PLANE SURVEYING – 3 Units

Prerequisite: MATH 10, MATH 2, or MATH 2B with a grade of C or higher, or Math Placement Level 5 or higher

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

This course covers surveying fundamentals including the use and care of surveying instruments such as engineers' level, digital theodolite-total station. Applications include survey procedures, vertical and horizontal measurements, traverses, layout, and survey calculations. Additional topics include legal descriptions, public land surveying, advanced equipment, and GPS. The lecture portion of this course may be offered in a distance education format. *(CSU/UC transferable)*

ENGR 1B PLANE SURVEYING - 3 Units

Prerequisites: MATH 10, MATH 2, or MATH 2B with a grade of C or higher, or Math Placement Level 5 or higher; and ENGR 1A with a grade of C or higher

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course includes an application of plane surveying principles to control surveys, field astronomy, route and construction surveys, and property surveys. The course covers an introduction to advanced survey equipment and related systems. This course may be offered in a distance education format. *(CSU/UC transferable)*

ENGR 2 INTRODUCTION TO ENGINEERING – 2 Units

Grading: Pass/No Pass Option

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

C-ID: ENGR 110

The course explores the branches of engineering, the functions of an engineer, and the industries in which engineers work. It explains the engineering education pathways and explores effective strategies for students to reach their full academic potential. An introduction to the methods and tools of engineering problem solving and design including the interface of the engineer with society and engineering ethics are examined. Communication skills pertinent to the engineering profession are emphasized. This course may be offered in a distance education format. *(CSU/UC transferable)*

ENGR 17 CIRCUITS AND DEVICES – 4 Units

Prerequisite: MATH 4A and PHYS 4B with a grade of C or higher

Corequisite: MATH 4B, or previous completion of MATH 4B with a grade of C or higher

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 162 for the lecture portion of the class and an additional 54 hours of lab, totaling 216 hours for this course)

This course covers Nodal and Mesh circuit analysis techniques, first and second order steady state and transient analysis using the methods of differential calculus, phasors, resonance, RLC circuits, the j operator, operational amplifiers, duality, basic digital circuits and Karnough Mapping. A portion of this course may be offered in a distance education format. *(CSU/UC transferable)*

ENGR 22 ENGINEERING GRAPHICS – 2 Units

Prerequisites: English Placement Level 4 or higher

Advisory: MATH 220 with a grade of C or higher, or Math Placement Level 1 or higher

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 108)

This course teaches the theory of orthographic projections and its use in delineating three-dimensional objects. The course begins with the basics. Topics include lettering, types of lines, geometric constructions, basic dimensioning practices, auxiliary views and a brief introduction to Computer-Aided Drafting (CAD). This course may be offered in a distance education format. *(CSU/UC transferable)*

ENGR 24 DESCRIPTIVE GEOMETRY – 2 Units

Prerequisite: ENGR 22 with a grade of C or higher

Class Hours: 18 lecture/54 lab total

This course is a continuation of study of the theory of engineering graphics and its use in solving three-dimensional problems through the application of principals of multi-view projections. Descriptive Geometry topics include the use of auxiliary views in finding true length, bearing and slope of lines, the true shape and edge view of surfaces, dihedral angles, shortest connectors, and the intersection between planes. Additionally, the method of revolutions is also explored in solving similar problems. *(CSU/UC transferable)*

ENGR 29 COMPUTER-AIDED DRAFTING (CAD) - 2 Units

Grading: Pass/No Pass Option

Corequisite: ENGR 22, or previous completion of ENGR 22 with a grade of C or higher

Note: Students taking the Internet format of this course must have access to and working knowledge of the Internet and Windows, plus access to the most recent version of the basic AutoCAD software.

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 108)

This course utilizes basic AutoCAD as a tool for efficient drafting and design development. This course helps prepare students for the growing numbers of jobs that require CAD, both for its greater efficiency and for its computer database drawings. The emphasis is on graphics with engineering applications. This course may be offered in a distance education format. *(CSU/UC transferable)*

ENGR 33 SOLID MODELING COMPUTER-AIDED DRAFTING – 2 Units (formerly ENGR 30C)

Prerequisite: ENGR 29 with a grade of C or higher

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 108)

This is an advanced computer-aided drafting course using Solid Works, Mechanical Desktop, and/or Inventor software to prepare students for drafting positions with high potential to advance to designer, etc. This course will focus on how to create 3D models, and how to assemble and constrain assembly models. Students will use advanced drafting skills to solve design problems and to present solutions for production or engineering processes, and to visually communicate their solution. This course may be offered in a distance education format. *(CSU transferable)*

ENGR 35 STATICS – 3 Units

Prerequisite: PHYS 4A with a grade of C or higher

Corequisite: MATH 4A, or previous completion of MATH 4A with a grade of C or higher

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher. Previous drafting experience is helpful.

Class Hours: 54 lecture total

This course is a first course in engineering mechanics; properties of forces, moments, couples and resultants; two- and three-dimensional force systems acting on engineering structures in equilibrium; analysis of trusses, and beams; distributed forces, shear and bending moment diagrams, center of gravity, centroids, friction, and area moments of inertia; fluid and cables. Optional additional topics include buoyancy, Mohr's circle and virtual work. *(CSU/UC transferable)*

ENGR 40 STRENGTH OF MATERIALS – 3 Units

Prerequisite: ENGR 35 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ENGR 240

This course is a study of stresses, strains, and deformations associated with axial, torsional, and flexural loading of bars, shafts, and beams, as well as pressure loading of thin-walled pressure vessels. The course also covers stress and strain transformation, Mohr's Circle, ductile and brittle failure theories, and the buckling of columns. Statically indeterminate systems are also studied. This course may be offered in a distance education format. *(CSU/UC transferable)*

ENGR 45 PROPERTIES OF MATERIALS – 4 Units

Prerequisites: CHEM 1A and PHYS 4A with a grade of C or higher

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

This course presents the internal structures and resulting behaviors of materials used in engineering applications, including metals, ceramics, polymers, composites, and semiconductors. The emphasis is upon developing the ability both to select appropriate materials to meet engineering design criteria and to understand the effects of heat, stress, imperfections, and performance. Laboratories provide direct observations of the structures and behaviors discussed in the course, experience with the operation of testing equipment, and the preparation of experimental reports. This course may be offered in a distance education format. *(CSU/UC transferable)*

ENGR 94 ENGINEERING WORKSITE LEARNING – 1-8 Units

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Engineering Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved engineering job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. *(CSU transferable)*

ENGLISH (ENGL)

ENGL 1A COLLEGE COMPOSITION – 4 Units

Prerequisite: English Placement Level 6 or higher

Advisory: ENGL 196 with a grade of C or higher

Note: For students who would benefit from further instruction and individual support while taking their first college-transfer level English course, ENGL 1AX is a recommended alternative to ENGL 1A.

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

C-ID: ENGL 100

This course develops the reading, critical thinking, and writing skills necessary for academic success, emphasizing expository and argumentative writing as well as research and documentation skills. As a transferable course, it presupposes that students already have a substantial grasp of grammar, syntax, and organization, and that their writing is reasonably free from errors. A research paper is required for successful completion of this course. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between ENGL 1A and ENGL 1AX

ENGL 1AX COLLEGE COMPOSITION WITH SUPPORT – 5 Units

Prerequisite: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 81 lecture/27 lab total (when offered in the distance education format, hours will total 243 for the lecture portion of the class and an additional 27 hours of lab, totaling 270 hours for this course)

C-ID: ENGL 100

This course is intended for students who would place themselves into an English course below transfer level. In this course, students will develop the reading, critical thinking, writing, and information competency skills necessary for academic success at the transfer level. This course emphasizes college-level expository and argumentative writing, as well as research and documentation skills, and offers students additional instruction and support. A research essay is required for successful completion of the course. The lecture portion of this course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units; maximum credit one course between ENGL 1A and ENGL 1AX

ENGL 1B LITERATURE AND COMPOSITION – 3 Units

Prerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ENGL 120

This course emphasizes the development of critical thinking and writing skills through close study of the major genres of literature: poetry, drama, short story and novel. Students receive further instruction and practice in analytical writing, developing arguments about literary works and the critical reception of those works. In discussion and writing, students will also examine arguments as such, learning to identify sound as well as fallacious reasoning in critical assessments of literature. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 1C CRITICAL REASONING, READING, AND WRITING – 3 Units

Prerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ENGL 105

This course focuses on critical thinking skills, close textual analysis, and expository and argumentative writing. Students apply critical thinking skills in reading non-fiction and fiction, and in writing essays of definition, cause/effect analysis, argumentation, refutation, and advocacy. Students will learn to use research strategies in analyzing others' ideas and supporting their own. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 10A WORLD LITERATURE (to 1650) – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ENGL 140

This course introduces students to some representative masterpieces in world literature beginning with the ancient world and continuing to 1650. A majority of the works will be selected from non-Western literary traditions. The course involves critical analysis of these works within the context of the culture and time in which they were written. Emphasis

centers on identifying and analyzing important themes that shape and define the human experience. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 10B WORLD LITERATURE (after 1650) – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ENGL 145

This course introduces students to some representative masterpieces in world literature beginning with 1650 and continuing to the present. A majority of the works will be selected from non-Western literary traditions. The course involves critical analysis of these works within the context of the culture and time in which they were written. Emphasis centers on identifying and analyzing important themes that shape and define the human experience. ENGL 10A is not a prerequisite to ENGL 10B. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 11A SURVEY OF AMERICAN LITERATURE – PRE-COLONIAL TO CIVIL WAR – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ENGL 130

The course involves a study of representative authors in the literary history of the United States from the precolonial period to the Civil War. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 11B SURVEY OF AMERICAN LITERATURE – CIVIL WAR TO PRESENT – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ENGL 135

The course involves a study of representative authors in the literary history of the United States from the Civil War to the present day. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 13A SURVEY OF ENGLISH LITERATURE (Old English Period through Neoclassicism) – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ENGL 160

This course is the first semester of the basic two-semester English Literature survey course commonly offered in the sophomore year at colleges and universities. It involves the intensive study of and reading and writing upon representative masterpieces of the literary history of England from the Anglo-Saxon period to the end of the 18th century. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 13B SURVEY OF ENGLISH LITERATURE (from the Romantic Period to Present) – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: ENGL 165

This course is the second part of the basic two-semester English Literature survey course, commonly offered in the sophomore year at colleges and universities. It involves the intensive study of and reading and writing upon representative masterpieces of the literary history of England from the Romantic period to the present. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 14 SURVEY OF DRAMA AS LITERATURE – 3 UnitsGrading: Pass/No Pass OptionPrerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is a course designed to provide the student with an awareness of the origin and development of Western drama through an examination of representative plays from classical Greece to the present. Aesthetic values as well as social, political, and psychological implications expressed through the drama will be examined in order to enhance the student's understanding and appreciation of dramatic literature; therefore, students will be required to watch as well as read plays which are representative of the various movements in western civilization. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 15 LITERATURE BY AND ABOUT WOMEN - 3 UnitsPrerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is a survey of literary works by and about women in different eras, contexts, and cultures. Genres studied may include fiction, diaries and letters, essays, drama, and poetry. The course explores women's experiences and perspectives through a diverse range of historical writing by women in English as well as more recent works and examples of works in translation from other literary contexts. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 16 POETRY - 3 UnitsGrading: Pass/No Pass OptionPrerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is an intensive course analyzing the techniques and forms of poetry in English with stress on the genre. Interpretation and appreciation are the primary goals. Emphasis is on extensive reading for pleasure and various types of writing, including analytical, responsive, and experiential, as well as group experiences in listening. In addition, this course seeks to equip the college literature student to understand literary materials in a new way. The course includes a number of written exercises. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 17 INTRODUCTION TO SHAKESPEARE - 3 UnitsGrading: Pass/No Pass OptionPrerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course offers an introduction to the representative works by Shakespeare, including the characteristics of the different genres such as comedy, history, and tragedy, as well as a study of the sonnets. A particular focus on theatre history and the historical and sociological influences of the Elizabethan/Jacobean era will highlight the study of the dramatic and literary conventions. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 18 AFRICAN AMERICAN LITERATURE - 3 UnitsGrading: Pass/No Pass OptionAdvisory: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is primarily a genre study of African American Literature from the colonial period to the present—including oral tradition, poetry, slave narratives, essays, short stories, plays, novels, and music. Included is an examination of the historical, cultural and social forces influencing these works. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 19 SURVEY OF BIBLE AS LITERATURE – 3 UnitsGrading: Pass/No Pass OptionPrerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course introduces students to stories and themes from the Bible that influence Western literature. Topics include the form and content of major Bible books, the development of the Bible canon and its rendering into English, and the literary tools used in the scholarly study of the Bible. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 20 WORLD MYTHOLOGY – 3 UnitsGrading: Pass/No Pass OptionPrerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course introduces the major images and themes of myths from around the world. By analyzing various archetypal patterns found in the sacred stories, narratives, and legends of the great civilizations and tribal cultures, students understand both the uniqueness of each culture's world view and the commonality of human experience. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 25 LINGUISTICS – 3 UnitsGrading: Pass/No Pass OptionPrerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

The course is an introduction to the study of language. Course content surveys linguistic concepts of the nature and diversity of language: morphology, syntax, semantics, phonetics, phonology, language acquisition, social variation, and historical change. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 31 CREATIVE WRITING – 3 UnitsGrading: Pass/No Pass OptionAdvisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higherClass Hours: 54 lecture total (when offered in the distance education format, hours will total 162)C-ID: ENGL 200

In this course, students learn the craft and principles of dramatic narrative and poetry through a variety of short assignments. A final project may be written in any field of interest: short story, article, movie/TV script, stage play, or book. Analysis and lecture are presented both for those desiring to write experimentally, and for those interested in the demanding world of publication. This course may be offered in a distance education format. (CSU transferable)

ENGL 36 CHILDREN'S LITERATURE – 3 UnitsGrading: Pass/No Pass OptionPrerequisite: ENGL 1A or ENGL 1AX with a grade of C or higher, or English Placement Level 7Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)C-ID: ENGL 180

This course provides an overview of the origins and developments of children's literature and acquaints the student with different genres of literature written for and read by children. In addition to exploring ways of promoting children's development through literature, students will also learn how to approach children's literature from a critical and theoretical perspective. This course may be offered in a distance education format. (CSU/UC transferable)

ENGL 101A COLLEGE COMPOSITION LAB – 1 UnitGrading: Pass/No Pass OnlyPrerequisite: English Placement Level 5 or higherCorequisite: ENGL 1AAdvisory: ENGL 280 with a grade of C or higherLimitation on Enrollment: Students will be co-enrolled in linked sections of ENGL 1A and ENGL 101A that are taught by the same instructorClass Hours: 54 lab total

This course provides instruction and guided practice in the reading, writing, and thinking skills necessary to succeed in ENGL 1A: College Composition. Taking this lab concurrently with ENGL 1A is an alternative to taking the ENGL 196-ENGL 1A two-semester sequence. Students will analyze and synthesize college-level texts and apply a process-centered

approach to writing thesis-driven, multiple-source essays. Students succeed in this lab by completing in-class reading and writing assignments.

ENGL 129 GRAMMAR REVIEW: GRAMMATICAL AND EFFECTIVE SENTENCES – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course emphasizes structure, variety, effectiveness, and style in the English sentence. It includes methods of proofreading, rules of punctuation, and techniques of revision. It encourages self assessment and peer review of written compositions. This course may be offered in a distance education format.

ENGL 133 CREATIVE WRITING FOR PERSONAL GROWTH – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course facilitates personal growth through exploratory writing exercises and longer creative writing assignments. A variety of writing genres will be employed in the course, such as autobiography, memoir, poetry, short story, vignette, journaling, reflection, and more, in order to develop participants' self-awareness and metacognition. This course may be offered in a distance education format.

ENGL 196 INTENSIVE READING AND WRITING – 5 Units

Prerequisite: English Placement Level 3 or higher

Advisory: ENGL 260 with a grade of C or higher

Class Hours: 90 lecture total (when offered in the partial distance education format, hours will total 126)

This course integrates the reading, writing, critical thinking, and college research skills needed to prepare students for success in college reading and composition. This course prepares students by emphasizing the critical reading strategies needed to analyze a variety of academic texts, and the academic writing skills needed to produce thesis-driven essays. It also emphasizes self-efficacy in finding, correcting, and eliminating patterns of error in students' reading and writing, and introduces students to basic academic research methods. A portion of this course may be offered in a distance education format.

ENGL 260 ELEMENTS OF READING 260 – 4 Units

Prerequisite: English Placement Level 2 or higher

Class Hours: 54 lecture, 54 lab total

This course builds toward college-level English through integrated reading and writing instruction. Reading instruction emphasizes strategic reading, locating main ideas and supporting evidence, identifying authors' purposes, developing vocabulary, differentiating between facts and opinions, and gathering relevant information from sources. The writing component consists primarily of reading responses, writing paragraphs and short essays that clearly develop a central idea and adequate support, and editing sentences to follow standard English writing conventions.

ENGL 280 READING AND WRITING I – 4 Units

Grading: Pass/No Pass Option

Prerequisite: ENGL 260 with a grade of C or higher, or English Placement Level 3 or higher

Class Hours: 72 lecture total

This course builds toward college-level English through integrated reading and writing instruction. Reading instruction emphasizes strategic reading, locating main ideas and supporting evidence, summarizing, drawing sound inferences from authentic texts, and gathering relevant information from sources. The writing component consists primarily of summary writing, reading responses, writing short essays that clearly develop a central idea, and editing sentences to follow standard English writing conventions.

ENGL 330 WRITING YOUR AUTOBIOGRAPHY: AN INTRODUCTION TO PERSONAL STORY WRITING – 0 Units

Grading: Pass/No Pass Only

Class Hours: 3-54 lecture total

This course engages learning about the writing process for creating autobiography. Generative exercises and a quick study of form and genre

will engage the imagination and frame stories. The focus will be on the drafting of our personal stories, the value of leaving behind a legacy journal, and the key methods for creating a memoir. The exercises in the course will help to hone some of the skills needed, such as scenes with dialogue, and will help writers to frame their narrative and develop a sense of characterization, setting, and plot. This course is designed for older adults but is open to all students.

ENGL 350 READING AND WRITING FOUNDATIONS – 0 Units

Grading: Pass/No Pass Only

Advisory: English Placement Level 1 or higher

Class Hours: 54-108 lab total

This course is designed to help students read and write proficiently in daily life, in the workplace, and in preparation for academic study. With the instructor's guidance, students will identify their personal goals for taking this course and develop an individual plan for meeting them. The course will provide one-on-one and small group instruction in basic reading and writing skills. This course may be repeated any number of times.

ENGL 382 READING AND WRITING WORKSHOP – 0 Units

Class Hours: 1-200 lab total

This course offers students individualized tutoring to enhance skills and/or address problems they are having either in written expression or in reading.

ENGL 401 ADVANCED PROFESSIONAL WRITING – 3 Units

Prerequisite: ENGL 1B or ENGL 1C with a grade of C or higher

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course builds advanced skills in professional writing and reading. It emphasizes strategic and effective editing, revising, composition, research, and argument for various writing situations in the workplace. This course is designed for health information management majors. This course may be offered in a distance education format.

ENGLISH AS A SECOND LANGUAGE (ESL)

Información General Sobre Nuestros Programas

El Colegio de Shasta sirve a su comunidad con programas educativos y culturales que amplían las experiencias de los estudiantes, desarrollan sus habilidades potenciales y los capacitan para ser productivos y para triunfar en la sociedad. A todos los estudiantes se les ofrece entrada a nuestros programas y a las oportunidades. El Colegio aspira a satisfacer las necesidades individuales, a mantener las normas académicas apropiadas, a proteger la libertad académica y personal, y a promover oportunidades sin discriminación.

Para obtener prioridad de matrícula en el siguiente semestre, complete el formulario expresando sus deseos de matricularse. Con mucha anticipación se publica un catálogo que incluye todas las clases ofrecidas en cada semestre escolar. Hay consejeros en cada período de matriculación para ayudarle al alumno a planear su programa escolar.

El Programa de "ESL" (Inglés como Segunda Lengua) se les ofrece a los estudiantes extranjeros y a los residentes que no hablan inglés. Hay varios niveles de cursos en ESL. Los administradores y los profesores del programa le podrán ayudar a seleccionar los cursos más beneficiosos para usted. Los cursos se ofrecen en las días y noches. Si desea más información visite la Oficina #206 o el Aula #210 llame al número 242-7711.

ESL 150 ESL READING AND WRITING I – 6 Units

Prerequisite: ESL 236 with a grade of C or higher, ESL 336 with a grade of P, or a TOEFL score of 460 or higher

Class Hours: 108 lecture total (when offered in the distance education format, hours will total 324)

This course integrates the reading and writing skills English language learners need to prepare them for college-level courses. The reading component includes the development of skills in reading comprehension, fluency, and academic vocabulary. The writing component includes writing summaries, paragraphs and short essays, and improving grammar and mechanics in the context of the writing task. This course may be offered in a distance education format.

ESL 155 ESL READING AND WRITING II – 6 Units

Prerequisite: ESL 150 with a grade of C or higher, or a TOEFL score of 475 or higher

Class Hours: 108 lecture total (when offered in the distance education format, hours will total 324)

This course is the second of two academic reading and writing courses for English language learners. Students refine their academic reading skills and build academic vocabulary. Students follow the writing process to compose a variety of essays based on their analysis of college-level texts. Students also refine their grammar and sentence structure skills as they relate to the writing task. This course may be offered in a distance education format.

ESL 234 INTERMEDIATE HIGH – 5 Units (formerly ENGL 234)

Grading: Pass/No Pass Option

Advisory: Successful completion of ESL 333, or ESL Placement Level 5 or higher

Class Hours: 36 lecture/162 lab total (when offered in the distance education format, hours will total 270)

This course reviews and expands the intermediate language skills learned in the previous level. Students will develop the ability to communicate in oral and written English beyond the familiar. They will read authentic materials on everyday topics, identify the main ideas and draw conclusions, and write routine correspondence and brief compositions with increasing complexity. This course may be offered in a distance education format.

ESL 236 ADVANCED – 5 Units (formerly ENGL 236)

Grading: Pass/No Pass Option

Prerequisite: Successful completion of ESL 334, ESL 234 with a grade of C or higher, or ESL Placement Level 6 or higher

Class Hours: 36 lecture/162 lab total (when offered in the distance education format, hours will total 270)

At this level, students develop the ability to understand and engage in extended conversations and discussions and communicate with increasing fluency and grammatical accuracy. This course stresses the language skills necessary for further academic study. Students read authentic materials beyond the familiar, develop academic vocabulary, and write paragraphs and short compositions. This course may be offered in a distance education format.

ESL 320 ORAL COMMUNICATION – 0 Units

Grading: Pass/No Pass Only

Class Hours: 72 lab total (when offered in the distance education format, hours will total 72)

This course is designed for the low-intermediate to advanced English language learner. Major emphasis will be on refining and expanding the listening and speaking skills, aural-oral coping skills, and oral critical thinking and expression skills, which are necessary to function in routine social interactions, entry-level jobs, and/or further academic work. This course may be offered in a distance education format.

ESL 331 BEGINNING LOW – 0 Units

Grading: Pass/No Pass Only

Class Hours: 180 lab total (when offered in the distance education format, hours will total 180)

This is a course designed for the absolute beginner with zero competency in English. Emphasis is on oral language skills and basic vocabulary related to daily living. This course may be offered in a distance education format.

ESL 332 BEGINNING HIGH – 0 Units

Grading: Pass/No Pass Only

Advisory: Successful completion of ESL 331

Class Hours: 180 lab total (when offered in the distance education format, hours will total 180)

This course builds on the basic language skills from ESL 331. Language skills are expanded in communicative contexts. Emphasis is placed on development of "social English." This course may be offered in a distance education format.

ESL 333 INTERMEDIATE LOW – 0 Units

Grading: Pass/No Pass Only

Advisory: Successful completion of ESL 332 or ESL Placement Level 4 or higher

Class Hours: 180 lab total (when offered in the distance education format, hours will total 180)

This course integrates intermediate language skills. Students at this level build the communicative ability to function in practical areas of daily life. This course may be offered in a distance education format.

ESL 334 INTERMEDIATE HIGH – 0 Units

Grading: Pass/No Pass Only

Advisory: Successful completion of ESL 333 or ESL Placement Level 5 or higher

Class Hours: 180 lab total (when offered in the distance education format, hours will total 180)

This course reviews and expands the intermediate language skills learned in the previous level. Students will develop the ability to communicate in oral and written English beyond the familiar. They will read authentic materials on everyday topics, identify the main ideas and draw conclusions, and write routine correspondence and brief compositions with increasing complexity. This course may be offered in a distance education format.

ESL 336 ADVANCED – 0 Units

Grading: Pass/No Pass Only

Advisory: Successful completion of ESL 334, a grade of C or higher in ESL 234, or ESL Placement Level 6 or higher

Class Hours: 180 lab total (when offered in the distance education format, hours will total 180)

At this level, students develop the ability to understand and engage in extended conversations and discussions and communicate with increasing fluency and grammatical accuracy. This course stresses the language skills necessary for further academic study. Students read authentic materials beyond the familiar, develop academic vocabulary, and write paragraphs and short compositions. This course may be offered in a distance education format.

ESL 378 AMERICAN CITIZENSHIP – 0 Units

Grading: Pass/No Pass Only

Advisory: ESL 234 with a grade of C or higher, or ESL Placement Level 4 or higher

Class Hours: 90 lab total (when offered in the distance education format, hours will total 90)

This is a course designed to prepare prospective citizens for citizenship. Class activities will focus on U.S. history, government, basic geography and American culture and customs as it relates to the knowledge required to become an American citizen. While improving their English language skills, students will learn how to complete naturalization forms and prepare for the written and oral test for citizenship. This course may be offered in a distance education format.

ENVIRONMENTAL RESOURCES

See AG, AGMA, AGNR, AGPS and CONS for course listings

ETHNIC STUDIES (ETHS)**ETHS 1 INTRODUCTION TO ETHNIC STUDIES – 3 Units**

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course takes an interdisciplinary approach to the study of race and ethnicity in the United States. It examines social justice movements in relation to ethnic and racial groups in the United States to provide a basis for a better understanding of the socioeconomic, cultural, and political conditions among key social groups including, but not limited to, Native Americans, African Americans, Asian Americans, and Latina/o Americans. This course examines the systemic nature of racial/ethnic oppression through an examination of key concepts including racialization and ethnocentrism, with a specific focus on the persistence of white supremacy. Using an anti-racist framework, the course will examine historical and contemporary social movements dedicated to the decolonization of social institutions, resistance, and social justice. This course may be offered in a distance education format. (CSU/UC transferable)

**ETHS 3 RACE, ETHNICITY, AND SOCIETY – 3 Units
(See also: SOC 25)**

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

format, hours will total 162)

This course examines the social, economic, political, and cultural dynamics of race and ethnicity in the United States. It utilizes theory to assess the comparative histories, cultures, and intellectual traditions of Native Americans, African Americans, Latino/as, and Asian Americans. It introduces major concepts used to understand the lived experiences of historically racialized groups such as social construction of race, racial formation, critical race theory, internal colonialism, and intersectionality. The course emphasizes the role of resistance and agency in advancing the goals of self-determination, decolonization, and equity. ETHS 3 and SOC 25 are cross-listed courses. Students may enroll in one course for credit, but not both. This course may be offered in a distance education format. (CSU/UC transferable)

ETHS 4 PSYCHOLOGY OF PREJUDICE – 3 Units (formerly PSYC 4)

Advisory: ENGL 1A or ENGL 1AX with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course offers an overview of the theoretical perspectives, research methods, empirical findings, and practical applications of psychological research on prejudice, discrimination, and intergroup relations. Topics include, but are not limited to, the development of prejudice among children, the role of cognitive, social, personality, and motivation factors in maintaining prejudice and discrimination, the psychological consequences of prejudice and discrimination, and strategies for reducing prejudice, discrimination, and intergroup conflict. Major emphases of study will be on Native American, African American, Latino/a, and Asian American populations. This course may be offered in a distance education format. (CSU/UC transferable)

ETHS 5 INTRODUCTION TO ASIAN AMERICAN STUDIES – 3 Units

Advisory: ENGL 196 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course critically examines Asian American histories and contemporary experiences from diverse ethnic perspectives within Asian America: Chinese, Japanese, Korean, Filipinx, Hmong, Mien, Laotian, Vietnamese, Cambodian, Thai, Asian Indian, and Native Hawaiian. We will analyze scholarly, literary, and visual resources to understand how the interdisciplinary field of Asian American Studies confronts issues such as immigration, racialization, racism, exclusion, political and social activism, assimilation, and community-building. The term "Asian American" can often be misleading, inclusive, exclusive, and overwhelmingly broad. Because of this, the course pays particular attention to personal narratives as we explore questions of race, class, war, imperialism, gender, sexuality, culture, memory, and agency. This course may be offered in a distance education format. (CSU/UC transferable)

ETHS 6 ETHNIC STUDIES OF FOOD, NUTRITION AND HEALTH DISPARITIES – 3 Units

Advisory: ENGL 1A with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course critically examines the impact of race and racial disparities in relation to food and nutrition with the resultant impact on health inequalities of Native American, African American, Asian American, and/or Latino/a/x American communities. Foundational theoretical concepts of ethnic studies and nutrition such as racism, colonialism, immigration, eurocentrism, social determinants of health, food and health disparities, acculturation, and health equity are examined. (CSU transferable)

ETHS 11 INTERSECTIONALITY OF RACE, ETHNICITY, AND HEALTH – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course introduces the student to the field of Ethnic Studies with a focus on the intersectionality of race, ethnicity, and health. The course explores such core concepts as colonization, racialization, the structures of racism, and how health is impacted by structural racism. The core concepts are explored by examining their impacts on African American and Native American communities. This course may be offered in a distance education format. (CSU/UC transferable)

ETHS 25 AFRICAN AMERICAN HISTORY – 3 Units

(See also: HIST 25)

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is a survey of the historical development and contributions of African Americans in the United States. Topics include African civilizations, the African slave trade and Diaspora, the development of African American culture, colonial and Antebellum slavery, Emancipation and Reconstruction, Jim Crow, the Harlem Renaissance, the Civil Rights Movements, African Americans at war, 21st Century struggles for racial justice, and the concepts of race, ethnicity, and equality. This course may be offered in a distance education format. (CSU/UC transferable)

ETHS 35 HISTORY OF MEXICAN AMERICANS – 3 Units

(See also: HIST 35)

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course traces the cultural, racial, economic, literary, and political history of Mexican Americans, in the general context of U.S. History. It covers the scope of Mexican American history from the pre-Columbian era to today, analyzing the role Mexican Americans have played in the United States and the changes that role has undergone. Critical, analytical written work is the primary means of evaluation. ETHS 35 and HIST 35 are cross-listed courses. Students may enroll in one course for credit, but not both. This course may be offered in a distance education format. (CSU/UC transferable)

F

FAMILY STUDIES AND SERVICES (FSS)

See HUSV and NUTR for course listings

FIRE TECHNOLOGY (FIRS)

FIRS 70 FIRE PROTECTION ORGANIZATION – 3 Units

Class Hours: 54 lecture total

This course provides an overview to fire protection and emergency services; career opportunities in fire protection and related fields; culture and history of emergency services; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics; life safety initiatives. This course may be offered in a distance education format. (CSU transferable)

FIRS 71 FIRE BEHAVIOR AND COMBUSTION – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course of study presents 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. This course may be offered in a distance education format. (CSU transferable)

FIRS 72 FIRE PREVENTION TECHNOLOGY – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: FIRE 110 X

This course provides fundamental knowledge relating to the field of fire prevention. Topics include history and philosophy of fire prevention; organization and operation of a fire prevention bureau; use and application of codes and standards; plans review; fire inspections; fire and life safety education; and fire investigation. This course may be offered in a distance education format. (CSU transferable)

FIRS 73 WILDLAND FIREFIGHTER I ACADEMY – 6 Units

Grading: Pass/No Pass Option

Prerequisite: FAID 132 with a grade of B or higher, or FAID 332 with a grade of P

Notes:

1. To be considered for seasonal Firefighter positions, you may also need to hold additional certificates. Students should contact CALFIRE and the USFS for additional information.
2. This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 54 lecture/162 lab total

This course is a review of fire behavior, equipment, and apparatus. Topics covered include basic wildland firefighting tactics and strategy, methods of attack, and pre-planning fire problems. This course meets or exceeds the minimum requirements for entry-level firefighter positions in the California Department of Forestry (CALFIRE) and the United States Forest Service (USFS). (*CSU transferable*)

FIRS 74 FIRE PROTECTION EQUIPMENT AND SYSTEMS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides information relating to the features of design and operation of fire alarm systems, water-based suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers. This course may be offered in a distance education format. (*CSU transferable*)

FIRS 79 FUNDAMENTALS OF PERSONAL FIRE SAFETY – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course will introduce the student to fundamental issues relating to firefighting safety and survival. Students will evaluate case studies in which firefighters have been killed or injured, and each student will be required to give an oral presentation based on an analysis of a "near miss" fatal fire/rescue scenario. Additionally, this course will introduce the student to the National Firefighter Life Safety initiatives, which focus on the need for both cultural and behavioral change throughout the emergency services disciplines. This course may be offered in a distance education format. (*CSU transferable*)

FIRS 86 BUILDING CONSTRUCTION FOR FIRE PROTECTION – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: FIRE 130 X

This course is the study of the components of building construction that relate to fire safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at fires. The development and evolution of building and fire codes will be studied in relationship to past fires in residential, commercial, and industrial occupancies. This course may be offered in a distance education format. (*CSU transferable*)

FIRS 94 FIREFIGHTER TRAINEE WORKSITE LEARNING – 1-8 Units

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Firefighter Trainee Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved firefighter trainee job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. (*CSU transferable*)

FIRS 100 FIRE COMPANY OPERATIONS – CERTIFICATION PREPARATION – 1.5 Units

Grading: Pass/No Pass Only

Notes:

1. This course is not a fire academy, nor will a student be signed off for any California State Fire Marshal's IFSAC/Pro Board skills or knowledge requirement. While there is no pre-requisite for this course, students enrolling in the class should already meet all experience, skill and knowledge requirements established by OSFM/IFSAC and/or Pro Board for Firefighter certification and testing.
2. This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 18 lecture/27 lab total (when offered in the distance education format, hours will total 81)

This course gives students an opportunity to refresh the skills and knowledge acquired in various entry level fire training courses such as FIRS 104, and prepare for the California Office of the State Fire Marshal's IFSAC/Pro Board certification examination and skills testing (Capstone). This course may be offered in a distance education format.

FIRS 102 IHC LEADERSHIP DEVELOPMENT – 1.5 Units

Grading: Pass/No Pass Option

Note: While this course is open to any student, it was developed primarily for USFS, IHC employees. Students seeking certification from this course must meet their respective agency physical ability and training requirements for each specific certificate. Contact the course instructor for current certification requirements.

Class Hours: 18 lecture/27 lab total

This course is directed at small unit leadership and decision making development in a simulated wild land field environment.

FIRS 103 FIRE FIGHTER 1 CERTIFICATION EXAM – 1 Unit

Grading: Pass/No Pass Only

Prerequisite: FIRS 104 with a grade of B or higher

Class Hours: 54 lab total

This class is required for students to meet the California Office of the State Fire Marshal (OSFM) certification requirements for Fire Fighter I (FFI) including the capstone written examination and the skills performance evaluations. Upon successful completion of both the written tests and skills evaluations, students will receive their OSFM Fire Fighter 1 Certification from the California Office of the State Fire Marshal - State Fire Training Division.

FIRS 104 FIRE FIGHTER 1 ACADEMY – 21 Units

Prerequisites: FAID 75 or FAID 132 with a grade of B or higher, or FAID 332 with a grade of P

Corequisite: FIRS 398

Advisory: FIRS 397 with a grade of P

Notes:

1. The California State Fire Marshal's Office requires that all Firefighter I summative tests be completed with a minimum score of 80% (a grade of B or higher). Any student who does not meet this standard will have failed FIRS 104 and will not receive credit for the course, nor will the student receive individual unit or course completion certificates.
2. Any student enrolling in FIRS 104 must have completed the prerequisites of FAID 133 and either FAID 132 or FAID 332 at Shasta College (or their equivalents at another institution), OR FAID 133 and FAID 75 at Shasta College (or the equivalents at another institution). Students who attempt to satisfy these prerequisites with courses from another institution must provide transcripts that verify a minimum grade of B (80%) has been met.

Class Hours: 235 lecture/450 lab total

This course provides the skills and knowledge needed for the entry level professional fire fighter to perform his/her duties safely, effectively, and competently. The curriculum is based on the current edition of NFPA 1001 Standard for Fire Fighter Professional Qualifications, the current edition of NFPA 1051 Standard for Wildland Fire Fighter Professional Qualifications, and the current edition of NFPA 472 Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents. The overarching themes of the California Office of the State Fire Marshal (OSFM) Fire Fighter 1 and 2 curriculum are: general knowledge germane to the profession, fire department communications, fireground operations, rescue operations, preparedness and maintenance, wildland suppression activities,

flammable liquids and gas fire fighting, and hazardous materials/WMD. This academy is an Accredited Regional Training Program approved by the California State Board of Fire Services. Final certification as an IFSAC/Pro Board certified Fire Fighter 1 is achieved upon successful completion of the California Office of the State Fire Marshal's manipulative and cognitive testing for Fire Fighter 1. Certification as an OSFM Fire Fighter 2 is achieved upon successful completion of the California Office of the State Fire Marshal's manipulative and cognitive testing for Fire Fighter 2, and is verified by the Office of the State Fire Marshal after the student completes the Academy and works as a volunteer Fire Fighter for one year or a full-time paid Fire Fighter for six months. Students successfully completing this course will receive numerous standalone certificates in structure and wildland fire suppression; Auto Extrication, Confined Space Awareness, Hazardous Materials Operations (Pro Board), and others. Note: This course meets five days a week with occasional night classes, and additional weekend days as required. Preset/scheduled dates and times may be shifted as needed to accommodate facility usage, equipment demands, weather, skills development needs and instructor availability. When dates and times are shifted, the total amount of required class time will not differ from those hours as listed on the first class handout.

FIRS 105 DRIVER/OPERATOR 1A: EMERGENCY VEHICLE OPERATIONS – 1.5 Units

Grading: Pass/No Pass Option

Note: Student must provide a fire engine for the driving portions of the course. Student must possess a valid Class B CA Driver's License.

Class Hours: 18 lecture/27 lab total

This course provides the student with information on driver responsibilities, recognized standards, and related laws for fire apparatus. Topics include basic inspections, documentation, maintenance, and troubleshooting fire apparatus, and techniques on driving and positioning fire apparatus. Each student also has the opportunity to increase his or her driving skills during simulated driving conditions.

FIRS 106 DRIVER/OPERATOR 1B: PUMP OPERATIONS – 1.5 Units

Grading: Pass/No Pass Option

Note: Student must provide a fire engine for the driving portion of the course. Student must possess a valid Class A, B, or C California Driver's License.

Class Hours: 18 lecture/27 lab total

This course provides the student with information on pump construction and theory of pump operations. Topics include methods for performing basic hydraulics and techniques on basic inspections, documentation, maintenance, and troubleshooting fire pumps. Each student also has the opportunity to increase his or her pumping skills during simulated pumping conditions.

FIRS 108 FIRE FIGHTER 2 – 4 Units

Notes:

1. Students must have completed FIRS 104, or an equivalent course, prior to enrollment in FIRS 108, to receive a California State Fire Marshal's Office Fire Fighter 2 certification.
2. Students must provide their own safety equipment which meets NFPA standards. Equipment will include: helmet, gloves, structural firefighting coat and pants, boots, eye protection, hood, etc.
3. This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 54 lecture/67 lab total

This course provides the skills and knowledge needed for the entry level professional fire fighter to perform his/her duties safely, effectively, and competently. The curriculum is based on the 2013 edition of NFPA 1001 Standard for Fire Fighter Professional Qualifications. The five overarching themes of the California State Fire Fighter 2 curriculum are: general knowledge germane to the profession; fire department communications; fire ground operations; rescue operations; and prevention, preparedness, and maintenance.

FIRS 109 COMPANY OFFICER 2A, HUMAN RESOURCE MANAGEMENT – 2 Units

Grading: Pass/No Pass Option

Prerequisite: FIRS 108 with a grade of B or higher

Class Hours: 40 lecture total (when offered in the distance education

format, hours will total 120)

This course provides information on the use of human resources to accomplish assignments, evaluating member performance, supervising personnel, and integrating health and safety plans, policies, and procedures into daily activities as well as the emergency scene. Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment. This course may be offered in a distance education format.

FIRS 113 FIRE CREW SUPERVISOR – 1 Unit

Grading: Pass/No Pass Option

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 9 lecture/27 lab total

This course is designed to complement Crew Boss trainee development programs. The practical application of these supervision skills will be emphasized using simulated training experiences.

FIRS 116 ENGINE ACADEMY – 3 Units

Grading: Pass/No Pass Option

Note: Students must have completed training to the Crew Boss S-230 level and possess an agency approved operator's permit for the type of engine being operated

Class Hours: 36 lecture/54 lab total

A course designed to provide classroom training, field familiarization, and drills of all water use and related equipment used in wildland fire suppression. The student will obtain information, practical experience and a working knowledge of all water use and related equipment used in wildland fire suppression, fire safety suppression tactics, and engine company operations standards. A USDA certificate may be issued upon successful completion of this course.

FIRS 118 INTRODUCTION TO WILDLAND FIREFIGHTING – 2 Units

Grading: Pass/No Pass Option

Class Hours: 27 lecture/27 lab total

This course meets requirements in the Natural Resources and Fire Technology programs. A review of fire chemistry, equipment and manpower, basic firefighting strategy, methods of attack, pre-planning fire problems, and fire line safety are included in the course. A National Wildfire Coordinating Group (NWCG) Certificate of Completion (Basic Fire Fighter Training) may be issued after satisfactory completion of this course. Approximately 50 percent of labs will be in the field.

FIRS 120 INCIDENT COMMAND SYSTEM ICS-200 – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to introduce firefighters to the Incident Command System. Emphasis will be on system design principles, components of the system, positional responsibilities, and the common responsibilities of personnel assigned to the organization. (This course is a prerequisite to further positional training under the Incident Command system.) This course may be offered in a distance education format.

FIRS 135 INTERMEDIATE INCIDENT COMMAND SYSTEM: FOR EXPANDING INCIDENTS, I-300 – 1.5 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for FEMA Certification, the student must meet a complex set of prior training, certification, field trainee assignments, previous education requirements and current employees recommendations for certification. Certification Standards change frequently. Students shall ensure that they meet the current FEMA Standards for this course if they desire to receive a course completion certificate.

Class Hours: 27 lecture total (when offered in the distance education format, hours will total 81)

This is a course of study describing the responsibilities of the organizational elements within each section of the ICS, staffing considerations, and reporting relationships. This course may be offered in a distance education format.

FIRS 136 ADVANCED INCIDENT COMMAND SYSTEM I-400 – 1 Unit

Grading: Pass/No Pass Option

Note: This course is open to any student; however, for CSFM Certification the student must meet a complex set of prior training, certification, field trainee assignments, previous education requirements and current employee's recommendations for certification. Certification Standards change frequently. Students shall ensure that they meet the current CSFM Standards for this course if they desire to receive a course completion certificate.

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This is a course of study that presents Incident Command System relationships and duties of Command Staff members, Agency Representatives, and activation of the Command and General Staff positions. This course may be offered in a distance education format.

FIRS 137 FIRE FIGHTER SURVIVAL – 1 Unit

Grading: Pass/No Pass Option

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 18 lecture total

This course was developed in the continuing effort to reduce the number of fire fighter injuries and fatalities that occur on an annual basis and provides a greater understanding how to avoid committing fatal errors on the fireground. Avoiding situations that could cause a fire fighter to become lost, trapped, or injured is the best way to prevent tragedies at a fire scene. Topics include fire fighter survival terminology, developing a survival attitude, increasing situational awareness, and being trained in problem-solving techniques so a fire fighter can become more self-reliant in an emergency. Case studies will be reviewed to outline factors common in many line-of-duty deaths (LODDs) across the nation.

FIRS 138 HAZMAT FIRST RESPONDER OPERATIONS – 1 Unit

Grading: Pass/No Pass Option

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to train first responders to recognize a hazardous materials incident and implement actions to protect themselves and the public per applicable OSHA regulations. This course may be offered in a distance education format.

FIRS 139 HAZMAT FIRST RESPONDER OPERATIONS REFRESHER – 0.5 Units

Grading: Pass/No Pass Option

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 9 lecture total

This course is designed for students who are currently trained to the Hazardous Materials, First Responder, Operations-Level. Students will complete mandated annual refresher training of sufficient content and duration to maintain competencies at the First Responder, Operational level.

FIRS 145 LOW ANGLE RESCUE – 0.5 Units

Grading: Pass/No Pass Option

Notes:

1. Students must provide their own safety equipment which will include helmet, gloves, long pants, long sleeve shirt, and work boots with aggressive soles for traction on steep slopes.
2. This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 27 lab total

This is a course designed to train firefighters and emergency medical personnel in low angle rescue techniques. Students will learn about equipment, identification, and care.

FIRS 146 STANDARD FOR SURVIVAL – 1 Unit

Grading: Pass/No Pass Option

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 18 lecture total

This course examines significant areas of firefighter fatalities and injuries associated with emergency and non-emergency situations. The course addresses causes of fatalities and injuries, and methods to implement recommended solutions.

FIRS 147 CONFINED SPACE AWARENESS AND RESCUE – 0.5 Units

Grading: Pass/No Pass Option

Class Hours: 9 lecture total (when offered in the distance education format, hours will total 27)

This introductory-level training will familiarize public safety personnel with codes and laws impacting confined space rescues, define terms, identify hazards, and prepare them for operational level training. This course may be offered in a distance education format.

FIRS 148 RESCUE SYSTEMS I – 1.5 Units

Grading: Pass/No Pass Option

Notes:

1. Students are required to provide personal protective equipment.
2. This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 18 lecture/27 lab total

This course is designed to train paid or volunteer firefighters and emergency medical personnel in vertical and structural collapse rescue techniques. Students will learn about team organization, rescue, and environmental considerations; use of ropes, knots, rigging and pulley systems; descending, rappelling, and belaying tools and techniques; subsurface rescue techniques; use of cribbing, wedges, cutting/prying and hydraulic tools; use of fire service ladders in specialized rescue situations, and day and night rescue exercises.

FIRS 149 AUTO EXTRICATION – 0.5 Units

Grading: Pass/No Pass Only

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 27 lab total

This course is intended to introduce the principles of vehicle extrication, as well as the use of basic hand tools, rescue tools, pulling and spreading operations, patient handling, and vehicle stabilization. Actual practice and application of the methods are taught in class.

FIRS 151 FIRE CONTROL 1: BASIC FIRE CHEM – 1 Unit

Grading: Pass/No Pass Option

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 18 lecture total

This course is a basic overview of fire chemistry and fire behavior and is designed for the beginning or volunteer firefighter. This course includes classes of fire, fundamentals of heat transfer, fire characteristics of materials, products of combustion, hazardous and explosive materials, extinguishing agents, size up, and exposure protection.

FIRS 152 FIRE CONTROL 2: BASIC OPERATIONS – STRUCTURAL – 1 Unit

Grading: Pass/No Pass Option

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 18 lecture total

This course is designed to provide the student with information, methods and techniques for operating basic firefighting tools and carrying out basic firefighting evolutions. Areas covered include hose, nozzles, and fittings; ground ladders; self-contained breathing apparatus; pump operations in theory; pump operations in the field; and the use of fire extinguishers.

FIRS 153 FIRE CONTROL 3: STRUCTURAL FIRE FIGHTING (2018) – 1 Unit

Grading: Pass/No Pass Option

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 18 lecture total

This course is designed to develop fundamental skills in combating structure fires by providing the students with a thorough understanding of

fire behavior, ventilation procedures and techniques, and interior and exterior fire attack using a live-fire simulator. In many cases, this will be the fire fighter's first exposure to live structural firefighting.

FIRS 154 FIRE CONTROL 4: OIL AND GAS FIREFIGHTING – 0.5 Units

Grading: Pass/No Pass Option

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 9 lecture/9 lab total

This course utilizes live fire situations and hands-on experience in combating fire involving LPG and flammable liquids. Topics include flammable liquid and gas fire behavior, safety, extinguishing agents, transportation fires, water flow requirements, and live firefighting.

FIRS 156 FIRE CONTROL 6: WILDLAND FIREFIGHTING ESSENTIALS – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 18 lecture total

This course provides information, methods and techniques for wildland firefighting strategy and structure triage, terminology, survival skills, and operating safely in a wildland firefighting incident.

FIRS 158 PUMP OPERATIONS – 0.5 Units

Grading: Pass/No Pass Option

Class Hours: 9 lecture/9 lab

This course provides the student with the information and skills training for operating fire service pumps. Topics include types of pumps, engine and pump gauges, maintenance, unsafe pumping conditions, pressure relief devices, cooling systems, water supply, drafting, and field hydraulics. Each student will have the opportunity to increase his or her pumping skills during simulated pumping conditions.

FIRS 165 FIRELINE LEADERSHIP L-380 – 2.5 Units

Grading: Pass/No Pass Option

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 45 lecture total

This course is intended to develop fireline leadership skills for unit supervisors by providing training in applying leadership styles, communicating vision and intent, team building, detecting operational error, and managing stress.

FIRS 166 INCIDENT LEADERSHIP L-381 – 2 Units

Grading: Pass/No Pass Option

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 40 lecture total

This course is intended as leadership development training for incident response personnel who will function in fireline command roles.

FIRS 182 COMPANY OFFICER 2B, GENERAL ADMINISTRATIVE FUNCTIONS – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: FIRS 108 with a grade of B or higher, or Office of the State Fire Marshal Fire Fighter 2 Certification or equivalent

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment, or to maintain or renew certification.

Class Hours: 20 lecture total (when offered in the distance education format, hours will total 60)

This course provides information on general administrative functions and the implementation of department policies and procedures and addresses conveying the fire department's role, image, and mission to the public. This course may be offered in a distance education format.

FIRS 183 COMPANY OFFICER 2C, FIRE INSPECTIONS AND INVESTIGATIONS – 2 Units

Grading: Pass/No Pass Option

Prerequisite: FIRS 108 with a grade of B or higher, or Office of the State Fire Marshal Fire Fighter 2 Certification or equivalent

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a

condition of continued paid or volunteer employment, or to maintain or renew certification.

Class Hours: 40 lecture total (when offered in the distance education format, hours will total 120)

This course provides information on conducting inspections, identifying hazards and addressing violations, performing a fire investigation to determine preliminary cause and securing the incident scene and preserving evidence. This course may be offered in a distance education format.

FIRS 185 FIRE COMMAND 2A, MAJOR FIRES – 1.5 Units

Note: While there is no college prerequisite for this course, the California State Fire Marshal's Office has strict requirements related to certification. As state standards change frequently, all students should check the California State Fire Marshal's Office web site for current certification requirements prior to enrolling in this course.

Class Hours: 18 lecture/27 lab total

This course provides information on conducting incident size-up, developing and implementing an initial plan of action involving single and multi-unit operations for various types of emergency incidents to mitigate the situation following agency safety procedures, conducting pre-incident planning, and developing and conducting a post-incident analysis.

FIRS 186 COMPANY OFFICER 2E, WILDLAND INCIDENT OPERATIONS – 1.5 Units

Prerequisite: FIRS 108 with a grade of B or higher, or Office of the State Fire Marshal Fire Fighter 2 Certification or equivalent

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment, or to maintain or renew certification.

Class Hours: 28 lecture/12 lab total (when offered in the distance education format, hours will total 96)

This course provides information on evaluating and reporting incident conditions, analyzing incident needs, developing and implementing a plan of action to deploy incident resources completing all operations to suppress a wildland fire, establishing an incident command post, creating an incident action plan, and completing incident records and reports. This course may be offered in a distance education format.

FIRS 187 COMPANY OFFICER 2D, ALL-RISK COMMAND OPERATIONS – 2 Units

Grading: Pass/No Pass Option

Prerequisites: FIRS 108 with a grade of B or higher, or Office of the State Fire Marshal Fire Fighter 2 Certification or equivalent; and FIRS 120 with a grade of C or higher, or ICS-200: Basic Incident Command System for Initial Response or equivalent

Limitation on Enrollment: Hazardous Material Incident Commander (as offered by the California Specialized Training Institute) is required for enrollment in this class

Class Hours: 40 lecture total (when offered in the distance education format, hours will total 120)

This course provides information on conducting incident size-up, developing and implementing an initial plan of action involving single and multi-unit operations for various types of emergency incidents to mitigate the situation following agency safety procedures, conducting pre-incident planning, and developing and conducting a post-incident analysis. This course may be offered in a distance education format.

FIRS 189 FIRE INVESTIGATION 1A – 2 Units

Grading: Pass/No Pass Option

Note: While anyone may enroll in this course for general knowledge, skill development or degree requirement satisfaction, students pursuing California State Fire Marshal's Office Certification or department specific promotional requirements should always check both of those organizations for current sequencing standards, prerequisites and "time limitations" related to certification or promotion. These conditions and requirements have been changing rapidly as the CSFMO completes a major reorganization of the state's fire training system. CSFMO certificates may only be issued to students who have completed all course requirements, including occupational experience or course prerequisites.

Class Hours: 40 lecture total (when offered in the distance education format, hours will total 120)

This course provides information on securing the fire scene and determining the origin and cause of the fire. Topics include

responsibilities of a fire investigator, securing the fire ground, conducting an exterior and interior survey, analyzing fire patterns, interpreting individual fire patterns, discriminating the effects of explosions, examining and removing fire debris, reconstructing the area of origin, inspecting the performance of building systems. The 2014 edition of NFPA 1033 Standard Professional Qualifications for Fire Investigator is the basis for this course. This course may be offered in a distance education format.

FIRS 191 FIRE INVESTIGATION 1B – 2 Units

Note: While there is no college prerequisite for this course, the California State Fire Marshal's Office has strict requirements related to certification. As state standards change frequently, all students should check the California State Fire Marshal's Office web site for current certification requirements prior to enrolling in this course.

Class Hours: 36 lecture/9 lab total (when offered in the distance education format, hours will total 117)

This course provides information on scene documentation and evidence collection/preservation. Topics include photographing the scene, diagramming the scene, constructing investigative notes, processing evidence and establishing chain of custody, processing victims and fatalities, selecting evidence for analysis, maintaining a chain of custody, preparing a fire investigation report, and disposing of evidence. The 2014 edition of NFPA 1033 Standard for Fire Investigator Professional Qualifications is the basis for this course. This course may be offered in a distance education format.

FIRS 192 FIRE INVESTIGATION 1C: PREPARATION FOR LEGAL PROCEEDINGS – 1.5 Units

Grading: Pass/No Pass Option

Class Hours: 18 lecture/27 lab total (when offered in the distance education format, hours will total 81)

This course provides information on legal considerations for a court proceeding. Topics include coordinating expert resources, formulating an opinion, presenting investigative findings, and testifying during legal proceedings. The 2022 edition of NFPA 1033 Standard for Fire Investigator Professional Qualifications is the basis for this course. This course may be offered in a distance education format.

FIRS 193 INSTRUCTOR I: INSTRUCTIONAL METHODOLOGY – 1.5 Units (formerly FIRS 182)

Notes:

1. While there is no college prerequisite for this course, the California State Fire Marshal's Office has strict requirements related to certification. As state standards change frequently, all students should check the California State Fire Marshal's Office web site for current certification requirements prior to enrolling in this course.
2. The California State Fire Marshal's Office recommends that students complete the following courses prior to enrolling in this course: Introduction to the Incident Command System (IS-100.B), FEMA National Incident Management System (IS-700.A), FEMA

Class Hours: 18 lecture/27 lab total (when offered in the distance education format, hours will total 81)

This course provides the skills and knowledge needed for the entry level professional instructor to perform his or her duties safely, effectively, and competently. The curriculum is based on the 2019 edition of NFPA 1041 Standard for Fire Service Instructor Professional Qualifications. At the end of this course, candidates for Instructor I certification will be able to teach and deliver instruction from a prepared lesson plan utilizing instructional aids and evaluation instruments. The Instructor I will also be able to adapt a lesson plan and complete the reporting requirements to the local jurisdiction. This course may be offered in a distance education format.

FIRS 194 INSTRUCTOR II: INSTRUCTIONAL DEVELOPMENT – 1.5 Units (formerly FIRS 181)

Prerequisite: FIRS 193 with a grade of C or higher

Class Hours: 18 lecture/27 lab total (when offered in the distance education format, hours will total 81)

This course provides the skills and knowledge needed for the intermediate level professional instructor to perform his or her duties safely, effectively, and competently. The curriculum is based on the 2019 edition of NFPA 1041 Standard for Fire Service Instructor Professional Qualifications and the 2012 edition of NFPA 1403 Standard on Live Fire Training Evolutions. At the end of this course, candidates for Instructor II certification will be able to develop lesson plans and evaluation instruments, teach and deliver instruction, and evaluate and coach other

instructors. The Instructor II will also be able to analyze resources and formulate a program budget. This course may be offered in a distance education format.

FIRS 196 FIRE FIGHTER RECERTIFICATION – 0.5-8 Units

Grading: Pass/No Pass Option

Prerequisite: FIRS 104 with a grade of B or higher, or completion of an Accredited State Fire Training Firefighter Academy and current employment with a recognized California Fire Agency

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment, or to maintain or renew certification.

Class Hours: 27-432 lab total

This course is intended to meet the recurring training needs of full-time or volunteer firefighters and help them to maintain currency with new equipment, policies, laws, and skills needed to be prepared in the line of duty. Students build upon their firefighting skills and receive updated information regarding firefighter safety, SCBA use, determination of air supply, electrical hazards, use of tools and equipment, fuel types and suppression methods, attack techniques, search and rescue, wildland firefighting techniques, hazardous materials incidents, first aid and CPR/AED skill(s), patient assessment, and emergency incident management.

FIRS 305 DRIVER/OPERATOR 1A: EMERGENCY VEHICLE OPERATIONS – 0 Units

Grading: Pass/No Pass Only

Note: Student must provide a fire engine for the driving portions of the course. Student must possess a valid Class A, B, or C California Driver's License.

Class Hours: 18 lecture/27 lab total

This course provides the student with information on driver responsibilities, recognized standards, and related laws for fire apparatus. Topics include basic inspections, documentation, maintenance, and troubleshooting fire apparatus, and techniques on driving and positioning fire apparatus. Each student also has the opportunity to increase his or her driving skills during simulated driving conditions.

FIRS 306 DRIVER/OPERATOR 1B: PUMP OPERATIONS – 0 Units

Grading: Pass/No Pass Only

Note: Student must provide a fire engine for the driving portions of the course. Student must possess a valid Class A, B, or C California Driver's License.

Class Hours: 18 lecture/27 lab total

This course provides the student with information on pump construction and theory of pump operations. Topics include methods for performing basic hydraulics and techniques on basic inspections, documentation, maintenance, and troubleshooting fire pumps. Each student also has the opportunity to increase his or her pumping skills during simulated pumping conditions.

FIRS 335 INTERMEDIATE INCIDENT COMMAND SYSTEM: FOR EXPANDING INCIDENTS, I-300 – 0 Units

Grading: Pass/No Pass Only

Note: While any student can take this course, for FEMA Certification, the student must meet a complex set of prior training, certification, field trainee assignments, previous education requirements and current employees recommendations for certification. Certification Standards change frequently. Students shall ensure that they meet the current FEMA Standards for this course if they desire to receive a course completion certificate.

Class Hours: 27 lecture total (when offered in the distance education format, hours will total 81)

This is a course of study describing the responsibilities of the organizational elements within each section of the ICS, staffing considerations, and reporting relationships. This course may be offered in a distance education format.

FIRS 338 HAZMAT FIRST RESPONDER OPERATIONS – 0 Units

Grading: Pass/No Pass Only

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to train first responders to recognize a hazardous materials incident and implement actions to protect themselves and the public per applicable OSHA regulations. This course may be offered in a distance education format.

FIRS 341 FIRE FIGHTER SURVIVAL – 0 Units

Grading: Pass/No Pass Only

Class Hours: 18 lecture total

This course was developed in the continuing effort to reduce the number of fire fighter injuries and fatalities that occur on an annual basis and provides a greater understanding how to avoid committing fatal errors on the fireground. Avoiding situations that could cause a fire fighter to become lost, trapped, or injured is the best way to prevent tragedies at a fire scene. Topics include fire fighter survival terminology, developing a survival attitude, increasing situational awareness, and being trained in problem-solving techniques so a fire fighter can become more self-reliant in an emergency. Case studies will be reviewed to outline factors common in many line-of-duty deaths (LODDs) across the nation.

FIRS 360 LIVE FIRE TRAINING, BASIC STRUCTURAL OPERATIONS – 0 Units

Grading: Pass/No Pass Only

Class Hours: 9 lecture/9 lab total

This course is designed to develop fundamental skills in combating structure fires by providing the students with a thorough understanding of fire behavior, ventilation procedures and techniques, interior and exterior fire attack using a live-fire simulator. In many cases, this will be the fire fighter's first exposure to live structural firefighting. This course may be used to meet the requirements of NFPA 1403, CSFM Fire Control 3B, or agency specific live fire training.

FIRS 363 BASIC STRUCTURAL OPERATIONS – 0 Units

Grading: Pass/No Pass Only

Class Hours: 18 lecture total

This course is designed to provide the volunteer firefighter with the fundamental concepts and skills for operating at residential and light commercial structure fires. Topics include the use of handlines, ground ladders, self-contained breathing apparatus, pump operations and the use of fire extinguisher.

FIRS 397 FIRE ACADEMY PHYSICAL FITNESS TRAINING – 0 Units

Grading: Pass/No Pass Only

Class Hours: 10 lecture/20 lab total

To be an effective firefighter and to successfully complete all the requirements of the Fire Academy, individuals need to be physically fit. This course is designed for Firefighter 1 candidates to learn fundamental physical fitness skills and expand their knowledge of health and fitness and how it impacts their skill performance. Students will learn strengthening exercises that, if used regularly, will help them perform at their potential.

FIRS 398 FIRE ACADEMY ORIENTATION – 0 Units

Grading: Pass/No Pass Only

Corequisite: FIRS 104

Class Hours: 16 lecture total (when offered in the distance education format, hours will total 48)

This course informs individuals for successful participation in the Firefighter 1 Academy and for future employment as a firefighter. The requirements and expectations of the Firefighter 1 Academy will be fully covered so that those going forward as candidates will be prepared for the Academy's rigor and high performance expectations. Instruction will include such topics as enrollment requirements and prerequisites; uniforms, equipment, and materials; academic preparation; attendance and grading policies; certification requirements; standards of behavior and conduct; physical fitness standards; employment preparation and opportunities; career orientation and occupational requirements; and the processes for initial employment and career advancement. This course may be offered in a distance education format.

FIRE TECHNOLOGY/WILDLAND FIRE TECHNOLOGY LOGISTICS (FTWL)

FTWL 101 WILDLAND FIRE BEHAVIOR – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education

format, hours will total 162)

This course of study provides the information necessary to understand wildland fire behavior. The course includes influences that affect basic wildland fire behavior, the seven wildland fire environment factors which must be continuously monitored in making wildland fire behavior predictions, and providing the tools to make spot fire behavior predictions. This course may be offered in a distance education format.

FTWL 102 WILDLAND FIREFIGHTER SAFETY AND SURVIVAL – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total

This course of study places emphasis on avoiding situations and conditions which have resulted in fire shelter deployments, serious injuries, and fatalities for wildland firefighters.

FTWL 103 WILDLAND FIRE OPERATIONS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total

This course of study presents the command structure and operational processes for ground and air operations in the control of wildland fires.

FTWL 110 DISPLAY PROCESSOR S-245 – 0.5 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 9 lecture total

This is a course of study that presents information to enable the student to be able to function as a Display Processor on a wildland fire incident. The course includes how to determine logistical needs, including work materials and work area, how to identify sources of information and collect data, and to identify and be able to create required maps, overlays and displays.

FTWL 130 FACILITIES UNIT LEADER S-354 – 2 Units

Grading: Pass/No Pass Only

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (www.nifc.gov).

Class Hours: 40 lecture total

This course prepares students to perform the job of Facilities Unit Leader in the Incident Command System (ICS) organization. The course presents factors in determining requirements for each facility, layouts of incident facilities, and activation of incident facilities. Topics in the course will include operational leadership, mobilization, safety, demobilization and post-incident responsibilities.

FTWL 132 SUPPLY UNIT LEADER S-356 – 1.5 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 27 lecture total

This course of study presents the information necessary for the student

to be able to function as a Supply Unit Leader on a wildland fire incident. This course includes description of the activities of the Supply Unit, what is needed to setup and staff Supply Unit, organization of and staffing the Supply Unit, and demobilization.

FTWL 133 FOOD UNIT LEADER S-357 – 1.5 Units

Grading: Pass/No Pass Only

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (www.nifc.gov).

Class Hours: 33.5 lecture total

This course of study presents the information necessary for the student to be able to function as a Food Unit Leader on a large scale emergency incident. This course includes how to determine the method of feeding to best fit each situation, obtain the necessary equipment and supplies to operate food service facilities at base and camps, and ensure that all appropriate health and safety measures are taken.

FTWL 134 COMMUNICATIONS UNIT LEADER S-358 – 4 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (www.nifc.gov).

Class Hours: 72 lecture total

This course of study provides the student with the information necessary to function as a Communications Unit Leader on a wildland fire incident. The course includes how to assess communications capabilities/limitation during preparation of the incident action plan, prepare and implement the incident radio communications plan, and supervise communications unit activities.

FIRE TECHNOLOGY/WILDLAND FIRE TECHNOLOGY OPERATIONS (FTWO)

FTWO 111 FIREFIGHTER TRAINING S-130 – 2 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildfire Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (www.nifc.gov).

Class Hours: 36 lecture total

This course of study is designed to train new firefighters in basic firefighting skills, and the knowledge necessary to effectively handle wildland firefighting situations.

FTWO 112 ADVANCED FIREFIGHTER TRAINING S-131 – 0.5 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National

Interagency Fire Center Web Site (www.nifc.gov).

Class Hours: 9 lecture total

This course of study provides advanced wildland firefighting training and education for those who wish to become qualified in the first level supervision position of Advanced Firefighter/Squad Boss.

FTWO 113 INTRODUCTION TO WILDLAND FIRE BEHAVIOR S-190 – 0.5 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (www.nifc.gov).

Class Hours: 9 lecture total

This course of study provides an introduction to wildland fire behavior issues that are important to wildland fire spread and safety to firefighters involved in suppression.

FTWO 114 INITIAL ATTACK INCIDENT COMMANDER TYPE 4 (ICT4) S-200 – 1 Unit

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (www.nifc.gov).

Class Hours: 18 lecture total

This course of study is designed to provide the initial attack commander of small non-complex wildland fires with the ability to safely suppress the fire within the guidelines of the Incident Command System, and agency guidelines.

FTWO 115 SUPERVISORY CONCEPTS AND TECHNIQUES S-201 – 1 Unit

Grading: Pass/No Pass Option

Note: While anyone may enroll in this course, students will find that the content is more applicable when they have had three or more years of wildland work experience, preferably on a Type-1 hand crew.

Class Hours: 18 lecture total

While available to anyone, this course is designed for the experienced wildland firefighter who has or will be assigned to a Type-1 hand crew. Students will study and apply the principles of small unit leadership, communication and supervision required of a Crew Boss or Squad leader.

FTWO 116 FIRE OPERATIONS IN THE WILDLAND/URBAN INTERFACE S-215 – 1 Unit

Grading: Pass/No Pass Option

Notes:

1. While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (www.nifc.gov).
2. This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 18 lecture/9 lab total

This course is designed to meet the training needs of a Single Resource

Boss. Instructional units include firefighter safety in the interface, managing human factors in the interface, pre-incident planning, size-up and initial strategy, structure triage, structure protection overview, tactics in the interface, tactical operations and resource use in the interface, action assessment, plan update, and after action review.

FTWO 117 PORTABLE PUMPS AND WATER USE S-211 – 0.5 Units

Note: Students pursuing National Wildland Coordinating Group (NWCG) or California State Fire Marshal's Office (CSFMO) certifications will need to check the current NWCG and/or CSFMO certification standards to ensure that this course meets the students specific job training needs. In many cases, NWCG, CSFMO and local fire department standards require students to meet complex training and experience requirements prior to certification. Those standards change frequently. Students should confirm that they meet the current NWCG 310-1, CSFMO or local department standards and that this course satisfies their agencies task-book or department training requirements.

Class Hours: 9 lecture/12 lab total

This course meets the national training standard for National Wildfire Coordinating Group (NWCG) certification, Portable Pumps and Water Use S-211.

FTWO 118 WILDFIRE POWERSAWS S-212 – 1 Unit

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildfire Coordinating Group certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This documentation changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Program office or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 9 lecture/27 lab total

This course provides introduction to the function, maintenance, and use of internal combustion engine-powered chain saws and their tactical wildland fire application. Field exercises support entry level training for firefighters with little or no previous experience in operating a chain saw by providing hands-on cutting experience in surroundings similar to fireline situations.

FTWO 121 S-230 CREW BOSS (SINGLE RESOURCE) – 1.5 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildfire Coordinating Group (NWCG) or California Incident Command Certification System (CICCS) certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the NWCG 310-1 standards, and/or the CICCS Qualification Guide). These documents change frequently. Students shall ensure that they meet the current certification standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 and CICCS Qualification Guide can be found in the Fire Technology Program office, at the NWCG web site (nwcg.gov), or the CICCS web site (caloes.ca.gov).

Class Hours: 27 lecture total

This is a classroom course designed to produce student proficiency in the performance of duties associated with the single resource boss position from initial dispatch through demobilization to the home unit. Topics include operational leadership, preparation and mobilization, assignment preparation, risk management, entrapment avoidance, safety and tactics, offline duties, demobilization, and post-incident responsibilities.

FTWO 122 ENGINE BOSS S-231 – 1 Unit

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildfire Coordinating Group (NWCG) or California Incident Command Certification System (CICCS) certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the NWCG 310-1 standards, and/or the CICCS Qualification Guide). These documents change frequently. Students shall ensure that they meet the current certification standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 and CICCS Qualification

Guide can be found in the Fire Technology Program office, at the NWCG web site (nwcg.gov), or the CICCS web site (caloes.ca.gov).

Class Hours: 18 lecture total

This is a skill course designed to produce student proficiency in the performance of the duties associated with engine boss, single resource (ENGB). Topics include engine and crew capabilities and limitations, information sources, fire size-up considerations, tactics, and wildland/urban interface.

FTWO 125 WILDLAND FIREFIGHTING – FIRING OPERATIONS CA-219 – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: FTWO 132 with a grade of C or higher

Class Hours: 18 lecture/8 lab total

This course provides information and develops skills required to perform and hold firing operations on wildland fires and prescribed burns. This course contains instructor-led training, including live fire exercises. The students will be engaged in wildland firefighting and firing operations. This course meets and exceeds the objectives of the NWCG S-219 Firing Operations (2014) course.

FTWO 128 FIELD OBSERVER S-244 – 1.5 Units

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 18 lecture/27 Lab total

This course presents the experienced wildland firefighter with the necessary skills to function as a Field Observer on a wildland fire incident. This course presents an understanding of the various types of maps used in wildland fire control, map scale and use in determining location of wildland fire, topographic maps and how to use them, and calculations to determine the size of a fire on a map.

FTWO 130 BASIC AIR OPERATIONS S-270 – 1 Unit

Grading: Pass/No Pass Option

Notes:

1. The regulations, procedures and policies addressed in this course are primarily those governing federal agency and ICS operations. State, county, or other political subdivisions using this course will need to consult their agency having jurisdiction with respect to regulations, procedures and policies.
2. While any student can take this course, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees' recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 18 lecture total

This course covers aircraft types and capabilities, aviation management and safety for flying in and working with agency aircraft, tactical and logistical uses of aircraft, and requirements for helicopter take-off and landing areas.

FTWO 132 INTERMEDIATE WILDLAND FIRE BEHAVIOR S-290 – 2 Units

Grading: Pass/No Pass Option

Prerequisite: FTWO 113 with a grade of C or higher

Notes:

1. While any student can take this course, for National Wildfire Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees' recommendations for certification (as stated in the NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this

course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division Office or at the National Interagency Fire Center Web Site (NIFC.gov).

- This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 36 lecture total

This is a classroom-based skills course designed to prepare the prospective fireline supervisor to undertake safe and effective fire management operations. It is the second course in a series that collectively serves to develop fire behavior prediction knowledge and skills. Fire environment differences are discussed as necessary and should include local conditions affecting fire behavior.

FTWO 133 INCIDENT COMMANDER EXTENDED ATTACK S-300 – 1 Unit

Note: While any student can take this course, for National Wildfire Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the National Wildfire Coordinating Group 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Wildfire Coordinating Group Web Site (NWCG.gov).

Class Hours: 18 lecture total

This course of study presents the information necessary for the student to be able to function as an Incident Commander Type 3 (ICT 3). The course is presented in a lecture/discussion format and supplemented with group exercises. The seven instructional units cover Foundation Skills, Situational Awareness, Command and Control, Managing the Incident, Transitional Activities, Post-Fire Activities and a Final Simulation.

FTWO 135 TASK FORCE/STRIKE TEAM LEADER S-330 – 1 Unit

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildfire Coordinating Group (NWCG) or California Incident Command Certification System (CICCS) certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the NWCG 310-1 standards, and/or the CICCS Qualification Guide). These documents change frequently. Students shall ensure that they meet the current certification standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 and CICCS Qualification Guide can be found in the Fire Technology Program office, at the NWCG web site (nwcg.gov), or the CICCS web site (caloes.ca.gov).

Class Hours: 22 lecture total

This is a course of study for experienced wildland firefighters, single resource or crew boss qualified, to undertake the role of the Task Force/Strike Team Leader in the control of wildland fires. This includes utilization of increments of equipment in saving lives and property, and developing the skills necessary to supervise the various types of equipment in wildland fire control.

FTWO 136 FIRE SUPPRESSION TACTICS S-336 – 2 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 36 lecture total

This course provides students with the necessary skills of study that presents the experienced wildland firefighter with the tactics necessary for the safe utilization of resources to control wildland fires. This course covers the review and comparison of tactical assignments with incident objectives, analyzing capabilities of the resources assigned and making work assignments for each resource to accomplish the tactical

objectives in an assigned area.

FTWO 137 DIVISION/GROUP SUPERVISOR S-339 – 1 Unit

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildfire Coordinating Group (NWCG) or California Incident Command Certification System (CICCS) certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the NWCG 310-1 standards, and/or the CICCS Qualification Guide). These documents change frequently. Students shall ensure that they meet the current certification standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 and CICCS Qualification Guide can be found in the Fire Technology Program office, at the NWCG web site (nwcg.gov), or the CICCS web site (caloes.ca.gov).

Class Hours: 22 lecture total

This is a course of study for Initial Attack Incident Commanders and Task Force/Strike Team Leaders to be able to function as a Division/Group Supervisor on a wildland fire incident. This course prepares students to perform in the role of division/group supervisor. It provides instruction in support of the specific tasks of the division/group supervisor, but will not instruct students in general management/supervision or in the incident command system (ICS), both of which the student should learn through prerequisite work. Topics include division/group management, organizational interaction, division operations, all-hazard operations, and tactical decision games (optional).

FTWO 144 INTRODUCTION TO WILDLAND FIRE BEHAVIOR CALCULATIONS S-390 – 2 Units

Grading: Pass/No Pass Option

Prerequisite: FTWO 132 with a grade of C or higher

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 36 lecture total

This course introduces fire behavior calculations by manual and electronic methods such as tables, nomograms, and BehavePlus. It gives students an in depth understanding of the determinants of fire behavior by discussing input (wind, slope, fuels, fuel moisture, etc.) to the prediction process. Interpretations of the fire behavior outputs are taught to enhance the student's ability to understand fire behavior and provide "tools" to help in fire management decisions.

FTWO 148 WILDLAND FIREFIGHTER SAFETY AND SURVIVAL – 0.5 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildfire Coordinating Group (NWCG) or California Incident Command Certification System (CICCS) certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the NWCG 310-1 standards, and/or the CICCS Qualification Guide). These documents change frequently. Students shall ensure that they meet the current certification standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 and CICCS Qualification Guide can be found in the Fire Technology Program office, at the NWCG web site (nwcg.gov), or the CICCS web site (caloes.ca.gov).

Class Hours: 9 lecture total

This course of study presents the introductory information for wildland firefighters on the safety aspects of how to fight fire aggressively but provide for safety first. This course includes information on how to initiate all action based on current and expected fire behavior, how to recognize current weather conditions and obtain forecasts, obtain current information on fire status, and to remain in communication with crew members, your supervisor, and adjoining forces.

FTWO 153 S-330 STRIKE TEAM/TASK FORCE LEADER ALL RISK – 1.5 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildfire Coordinating Group (NWCG) or California Incident Command Certification System (CICCS) certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the NWCG 310-1 standards, and/or the CICCS Qualification Guide). These documents change frequently. Students shall ensure that they meet the current certification standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 and CICCS Qualification Guide can be found in the Fire Technology Program office, at the NWCG web site (nwcg.gov), or the CICCS web site (caloes.ca.gov).

Class Hours: 27 lecture total

This is a course of study for experienced firefighters, single resource or crew boss qualified, to undertake the role of the Task Force/Strike Team Leader in the control of wildland fires and other all-risk incidents. This includes utilization of increments of equipment in saving lives and property, and to develop the skills necessary to manage all-risk incidents.

FTWO 156 AIR OPERATIONS BRANCH DIRECTOR S-470 – 1.5 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildfire Coordinating Group (NWCG) certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees' recommendations for certification (as stated in the NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate.

Class Hours: 27 lecture total

This course meets the national training standard for National Wildfire Coordinating Group (NWCG) certification, Air Operations Branch Director S-470. Topics include preparedness and mobilization, initial briefings and meetings, transition, preparing and organizing for an aviation operation, implementation of an aviation operation, management and oversight of an aviation operation, and demobilization.

FTWO 158 FACILITATIVE INSTRUCTOR M-410 – 2 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildfire Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees' recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Department or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 36 lecture total

This training course is designed to help students become effective facilitative instructors. The purpose of this course is to improve training delivery and quality by presenting instructional methods with an emphasis on student-oriented adult training techniques. This course is designed for students to meet NWCG instructor requirements.

FTWO 312 ADVANCED FIREFIGHTER TRAINING S-131 – 0 Units

Grading: Pass/No Pass Only

Note: While any student can take this course, for National Wildfire Coordinating Group (NWCG) or California Incident Command Certification System (CICCS) certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the NWCG 310-1 standards, and/or the CICCS Qualification Guide). These documents change frequently. Students shall ensure that they meet the current certification standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 and CICCS Qualification Guide can be found in the Fire Technology Program office, at the NWCG web site (nwcg.gov), or the CICCS web site (caloes.ca.gov).

Class Hours: 9 lecture total

This course of study provides advanced wildland firefighting training and education for those who wish to become qualified in the first level

supervision position of Advanced Firefighter/Squad Boss.

FTWO 316 FIRE OPERATIONS IN THE WILDLAND/URBAN INTERFACE S-215 – 0 Units

Grading: Pass/No Pass Only

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 18 lecture/9 lab total

This course is designed to meet the training needs of a Single Resource Boss. Instructional units include firefighter safety in the interface, managing human factors in the interface, pre-incident planning, size-up and initial strategy, structure triage, structure protection overview, tactics in the interface, tactical operations and resource use in the interface, action assessment, plan update, and after action review.

FTWO 321 S-230 CREW BOSS (SINGLE RESOURCE) – 0 Units

Grading: Pass/No Pass Only

Note: While any student can take this course, for National Wildfire Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employer's recommendation for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Department or at the National Interagency Fire Center Web Site (NIFC.gov). This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 27 lecture total

This is a classroom course designed to produce student proficiency in the performance of duties associated with the single resource boss position from initial dispatch through demobilization to the home unit. Topics include operational leadership, preparation and mobilization, assignment preparation, risk management, entrapment avoidance, safety and tactics, offline duties, demobilization, and post-incident responsibilities.

FTWO 322 ENGINE BOSS S-231 – 0 Units

Grading: Pass/No Pass Only

Note: While any student can take this course, for National Wildfire Coordinating Group (NWCG) or California Incident Command Certification System (CICCS) certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the NWCG 310-1 standards, and/or the CICCS Qualification Guide). These documents change frequently. Students shall ensure that they meet the current certification standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 and CICCS Qualification Guide can be found in the Fire Technology Program office, at the NWCG web site (nwcg.gov), or the CICCS web site (caloes.ca.gov).

Class Hours: 18 lecture total

This is a skill course designed to produce student proficiency in the performance of the duties associated with engine boss, single resource (ENGB). Topics include engine and crew capabilities and limitations, information sources, fire size-up considerations, tactics, and wildland/urban interface.

FTWO 332 INTERMEDIATE WILDLAND FIRE BEHAVIOR S-290 – 0 Units

Grading: Pass/No Pass Only

Prerequisite: FTWO 113 with a grade of C or higher

Note: While any student can take this course, for National Wildfire Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees' recommendations for certification (as stated in the NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current

NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division Office or at the National Interagency Fire Center Web Site (NIFC.gov).

Note: This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment.

Class Hours: 36 lecture total

This is a classroom-based skills course designed to prepare the prospective fireline supervisor to undertake safe and effective fire management operations. It is the second course in a series that collectively serves to develop fire behavior prediction knowledge and skills. Fire environment differences are discussed as necessary and include local conditions affecting fire behavior.

FTWO 348 WILDLAND FIREFIGHTER SAFETY AND SURVIVAL – 0 Units

Grading: Pass/No Pass Only

Note: While any student can take this course, for National Wildfire Coordinating Group (NWCG) or California Incident Command Certification System (CICCS) certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employee's recommendations for certification (as stated in the NWCG 310-1 standards, and/or the CICCS Qualification Guide). These documents change frequently. Students shall ensure that they meet the current certification standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 and CICCS Qualification Guide can be found in the Fire Technology Program office, at the NWCG web site (nwcg.gov), or the CICCS web site (caloes.ca.gov).

Class Hours: 9 lecture total

This course of study presents the introductory information for wildland firefighters on the safety aspects of how to fight fire aggressively but provide for safety first. This course includes information on how to initiate all action based on current and expected fire behavior, how to recognize current weather conditions and obtain forecasts, obtain current information on fire status, and to remain in communication with crew members, your supervisor, and adjoining forces.

FIRE TECHNOLOGY/WILDLAND FIRE TECHNOLOGY PREVENTION (FTWP)

FTWP 108 FI-110 WILDLAND FIRE OBSERVATIONS AND ORIGIN SCENE PROTECTION – 0.5 Units

Grading: Pass/No Pass Option

Class Hours: 9 lecture total

The primary emphasis of this course is to teach sound wildland fire observations and origin scene protection practices that enable first responders to a wildland fire scene to perform proper origin scene protection procedures. The course is presented by short lectures, electronic presentations, exercises, and class discussion.

FTWP 109 RX-341 PRESCRIBED FIRE PLAN PREPARATION – 2 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-I standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-I standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-I can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (www.nifc.gov).

Class Hours: 36 lecture total

The purpose of this course is to provide students with the skills/knowledge to prepare a prescribed fire plan for technical review and approval in accordance with the Interagency Prescribed Fire Planning and Implementation Procedures Reference Guide.

FTWP 110 PRESCRIBED FIRE IMPLEMENTATION RX-301 – 1.5 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of

prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 27 lecture total

Prescribed Fire Implementation RX-301 is designed to introduce students to the tools and techniques used to perform the job of a Prescribed Fire Burn Boss (RXB). The course is based on the tasks in the RXB position task book. It leads students through the duties and responsibilities associated with the RXB position.

FTWP 111 WILDFIRE PREVENTION EDUCATION P-101 – 2 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildfire Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Program office or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 36 lecture total

This course was developed as part of a multi-course national curriculum covering wildfire prevention and is designed to enhance basic skill and knowledge of personnel assigned responsibilities for wildfire prevention.

FTWP 114 WILDLAND FIRE ORIGIN AND CAUSE DETERMINATION FI-210 – 1.5 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 27 lecture/9 lab total

The primary purpose of this course is to provide a consistent knowledge and skill base for the wildland fire investigator (INVF). The concepts taught in this course will help an INVF perform at an acceptable level on a national basis without regard to geographic boundaries. This course includes how to identify and collect equipment and supplies to conduct a wildfire investigation, record information about the fire, determine the origin of the fire, determine the cause of the fire, properly collect and preserve evidence, interview witnesses and obtain suspect information, prepare and write reports, and how to present testimony before a judge and/or jury.

FTWP 115 INTRO/INCIDENT INFO S-203 – 1.5 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildland Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Division or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 31 lecture total

This course of study provides the introductory information necessary for the student to be able to function as a Public Information Officer on a non-complex wildland fire. This course includes a description of the duties and responsibilities of a Type 3 Information Officer, the kinds and sources of information needed, how to gather and distribute information to meet the needs of print and electronic media, internal audiences, cooperators,

communities, landowners, homeowners, local government leaders, and the steps and materials needed to operate an information center and field work site.

FTWP 126 SMOKE MANAGEMENT TECHNIQUES RX-410 – 2 Units

Grading: Pass/No Pass Option

Note: While any student can take this course, for National Wildfire Coordinating Group Certification, the student must meet a complex set of prior training, prior certification, field trainee assignments, previous education requirements and current employees recommendations for certification (as stated in the United States Forest Service NWCG 310-1 standards). This document changes frequently. Students shall ensure that they meet the current NWCG 310-1 standards for this course if they desire to receive a course completion certificate. A copy of NWCG 310-1 can be found in the Fire Technology Department or at the National Interagency Fire Center Web Site (NIFC.gov).

Class Hours: 36 lecture total

This course leads students through the ecological and historical role of fire, characteristics of smoke, and the health, safety, and visibility impacts of smoke. Other topics include public relations, legal requirements, meteorology, fuel consumption, smoke production dispersion modeling, and operational smoke management strategies. This course is designed to be interactive in nature. It contains a panel discussion, several exercises designed to facilitate group and class participation and case studies from a variety of fuel types and political challenges. The pre-course work assignment is designed to familiarize students with the Smoke Management Guide and air quality regulations that impact prescribed fire programs).

FIRST AID/CPR/EMT (FAID)

FAID 75 EMERGENCY MEDICAL TECHNICIAN 1 BASIC – 7 Units

Prerequisite: FAID 133 or FAID 333 with a grade of C or higher, or Certification CPR for the Professional Rescuer or any course equivalent to the 2015 American Heart Association's Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the Healthcare Provider Level or Basic Life Support (BLS) Level. Contact Fire Technology/EMS Program for questions.

Notes:

1. Twenty-four hours of clinical experience at a hospital emergency room or on an ambulance or an authorized rescue squad will be required. Most providers in the area have requirements for ambulance/hospital clinical participation time, which include proof of a current TB skin test; Hepatitis B vaccination, or declination; proof of vaccination, past history of or titer for MMR; proof of Tetanus vaccination less than ten years old; and either a past history of or a titer for Varicella (Chicken Pox). Check with the instructor for details.
2. State certification as an EMT requires that the student is at least 18 years old, has a current CPR card for the Professional Rescuer or any card equivalent to the 2015 American Heart Association's Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the Healthcare Provider Level or Basic Life Support (BLS) level, passes a recognized EMT course, has not been convicted of specific crimes, and completes the statewide written and skills examination. (As of 1/1/2006 the state has adopted the National Registry EMT exam as its statewide exam. Upon successful completion of the statewide exam, the student must submit an application to the Local EMS Agency (Sierra-Sacramento Valley EMS Agency) for certification, which is valid statewide.
3. This class meets for additional time "outside" of the scheduled weekly meeting time. This may include Saturdays, Sundays or night shifts.
4. State regulations require that EMT students possess CPR training equivalent to the 2015 American Heart Association's Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the Healthcare Provider level or Basic Life Support (BLS) level as a prerequisite for admission to an EMT-1 basic course.
5. Students are required to purchase nitrile gloves, 1-way pocket mask valve and a Shasta College EMT Program student photo ID card.
6. Students must submit proof of a drug screening and a background check through a Shasta College approved vendor prior to going into clinical facilities. Shasta college personnel must review and approve test results prior to students participating in clinical observations.

Class Hours: 108 lecture/58 lab total (when offered in the distance

education format, hours will total 382)

This is an intensive course to assist the student with developing skills to recognize symptoms of illness and injuries, and proper procedures in emergency care. Upon successful completion of the course and the statewide written and skills examination, the student must make an application through Sierra-Sacramento Valley EMS Agency for certification. This course may be offered in a distance education format. (CSU transferable)

FAID 130 PUBLIC SAFETY FIRST AID (EMS) – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 54 lab total (when offered in the distance education format, hours will total 54)

This course meets First Aid Standards for Public Safety Personnel covered by the U.S. Department of Transportation; California Code of Regulations Title 22, Division 9, Chapter 1.5, First Aid and CPR Standards and Training for Public Safety Personnel; and recognized by the local EMS Agency. This course may be offered in a distance education format.

FAID 132 EMERGENCY MEDICAL RESPONDER (EMR) – 2 Units

Note: To receive certification, and meet the FIRS 104 prerequisite, this course must be passed with an 80% minimum score. Students not meeting this minimum will be required to repeat the course. Students must make application through NorCal E.M.S. for certification.

Class Hours: 30 lecture/30 lab total (when offered in the distance education format, hours will total 120)

This course teaches the Emergency Medical Responder to initiate immediate lifesaving care to critical patients who access the emergency medical system. The student will also receive Automatic External Defibrillator training. This course meets National Emergency Medical Services Education Standards covered by the National Highway Traffic Safety Administration curriculum and approved by the local EMS agency. Note: Students must make application through Sierra-Sacramento Valley E.M.S.A. for certification. This course may be offered in a distance education format.

FAID 133 CERTIFICATION CPR FOR THE PROFESSIONAL RESCUER – 0.5 Units

Grading: Pass/No Pass Option

Note: Meets criteria for either the American Red Cross or American Heart Association

Class Hours: 9 lecture total (when offered in the distance education format, hours will total 27)

This course will cover CPR and how to treat for foreign body obstruction in adults, children, and infants. It is designed for the professional rescuer. Upon successful completion of this course, students may apply to be certified in CPR by the agency having jurisdiction. This course may be offered in a distance education format.

FAID 178 EMT 1 BASIC RECERTIFICATION– 1 Unit (formerly FAID 178AD)

Note: This course may also be taken to satisfy the requirements for recertification as an Emergency Medical Responder. This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment, or to maintain or renew certification.

Class Hours: 18 lecture/13 lab total (when offered in the distance education format, hours will total 67)

This course offers a comprehensive review of the signs and symptoms of illness and traumatic injuries, and the skills necessary to provide immediate temporary care of such victims are reviewed. This course is approved by the Northern California Emergency Medical Services, Inc. and the Sierra-Sacramento Valley EMSA for the purpose of EMT recertification. Upon successful completion of the course, the student may make application through Northern California Emergency Medical Services, Inc. (Trinity County only), and Sierra-Sacramento Valley EMSA (Shasta & Tehama Counties only) for recertification. Note: This course may also be taken to satisfy the requirements for recertification as an Emergency Medical Responder. This course may be repeated any number of times for credit by persons who are legally mandated to meet training requirements as a condition of continued paid or volunteer employment, or to maintain or renew certification. This course may be offered in a distance education format.

FAID 320 WILDERNESS FIRST AID – 0 Units

Grading: Pass/No Pass Only

Note: Certification in Adult CPR and AED is required to fully complete certification in Wilderness First Aid.

Class Hours: 8 lecture/8 lab total

Wilderness First Aid is intended for individuals that are required to be certified in wilderness first aid knowledge and skills. This course is not for professional rescuers or healthcare providers.

FAID 332 EMERGENCY MEDICAL RESPONDER (EMR) – 0 Units

Grading: Pass/No Pass Only

Note: Students must make application through Sierra-Sacramento Valley E.M.S.A. for certification.

Class Hours: 30 lecture/30 lab total (when offered in the distance education format, hours will total 120)

This course teaches the Emergency Medical Responder to initiate immediate lifesaving care to critical patients who access the emergency medical system. The student will also receive Automatic External Defibrillator training. This course meets National Emergency Medical Services Education Standards covered by the National Highway Traffic Safety Administration curriculum and approved by the local EMS agency. Note: Students must make application through Sierra-Sacramento Valley E.M.S.A. for certification. This course may be offered in a distance education format.

FAID 333 CERTIFICATION CPR FOR THE PROFESSIONAL RESCUER – 0 Units

Grading: Pass/No Pass Option

Note: Meets criteria for the American Safety and Health Institute or the American Heart Association.

Class Hours: 9 lecture total (when offered in the distance education format, hours will total 27)

This course will cover CPR and how to treat for foreign body obstruction in adults, children, and infants. It is designed for the professional rescuer. Upon successful completion of this course, students may apply to be certified in CPR by the agency having jurisdiction. This course may be offered in a distance education format.

FAID 375 EMERGENCY MEDICAL TECHNICIAN 1 BASIC – 0 Units

Grading: Pass/No Pass Option

Prerequisite: FAID 133 or FAID 333 with a grade of C or higher, or Certification CPR for the Professional Rescuer or any course equivalent to the 2015 American Heart Association's Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the Healthcare Provider Level or Basic Life Support (BLS) Level. Contact Fire Technology/EMS Program for questions.

Notes:

1. Twenty-four hours of clinical experience at a hospital emergency room or on an ambulance or an authorized rescue squad will be required. Most providers in the area have requirements for ambulance/hospital clinical participation time, which include proof of a current TB skin test; Hepatitis B vaccination, or declination; proof of vaccination, past history of or titer for MMR; proof of Tetanus vaccination less than ten years old; and either a past history of or a titer for Varicella (Chicken Pox). Check with the instructor for details.
2. State certification as an EMT requires that the student is at least 18 years old, has a current CPR card for the Professional Rescuer or any card equivalent to the 2015 American Heart Association's Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the Healthcare Provider Level or Basic Life Support (BLS) level, passes a recognized EMT course, has not been convicted of specific crimes, and completes the statewide written and skills examination. (As of 1/1/2006 the state has adopted the National Registry EMT exam as its statewide exam. Upon successful completion of the statewide exam, the student must submit an application to the Local EMS Agency (Sierra-Sacramento Valley EMS Agency) for certification, which is valid statewide.
3. This class meets for additional time "outside" of the scheduled weekly meeting time. This may include Saturdays, Sundays or night shifts.
4. State regulations require that EMT students possess CPR training equivalent to the 2015 American Heart Association's Guidelines for Cardiopulmonary Resuscitation and Emergency Cardiovascular Care at the Healthcare Provider level or Basic Life Support (BLS) level as a prerequisite for admission to an EMT-1 basic course.
5. Students are required to purchase nitrate gloves, 1-way pocket mask valve and a Shasta College EMT Program student photo ID card.
6. Students must submit proof of a drug screening and a background

check through a Shasta College approved vendor prior to going into clinical facilities. Shasta college personnel must review and approve test results prior to students participating in clinical observations.

Class Hours: 108 lecture/58 lab total (when offered in the distance education format, hours will total 382)

This is an intensive course to assist the student with developing skills to recognize symptoms of illness and injuries, and proper procedures in emergency care. Upon successful completion of the course and the statewide written and skills examination, the student must make an application through Sierra-Sacramento Valley EMS Agency for certification. This course may be offered in a distance education format.

FRENCH (FREN)

Two years of high school foreign language with grades of "C" or better is equivalent to one semester of foreign language at Shasta College.

FREN 1 FRENCH 1 – 5 Units

Grading: Pass/No Pass Option

Advisory: English Placement Level 6

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

This introductory course gives the student intense practice in speaking and listening to French, as well as reading and writing in French, with additional emphasis on grammar and pronunciation. The class focuses on communication related to daily life and routine activities, such as people, places, family life, weather, leisure time activities, and food. Students are introduced to the history and culture of French-speaking people. This course may be offered in a distance education format. (CSU/UC transferable)

FREN 2 FRENCH 2 – 5 Units

Grading: Pass/No Pass Option

Prerequisite: FREN 1 with a grade of C or higher, or Foreign Language Placement Level 2 or higher

Advisory: English Placement Level 6

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

A continuation of French 1, the course emphasizes listening to spoken French and on speaking the language, along with writing and reading in French. Students expand their language skills and vocabulary, while improving on their ability to ask and answer questions, to discuss daily life, current events, travel, and leisure-time activities. Students will read short texts about French history and culture, as well as watch videos about French-speaking countries. This course may be offered in a distance education format. (CSU/UC transferable)

G

GEOGRAPHY AND GEOSPATIAL TECHNOLOGIES (GEOG)

GEOG 1A PHYSICAL GEOGRAPHY– 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: GEOG 110

This course investigates Earth's physical systems, their dynamic processes, and surface expressions. Topics include weather, climate, hydrology, tectonics, geomorphology, and the biosphere. Attention is given to spatial patterns and impacts of human activities. This course may be offered in a distance education format. (CSU/UC transferable)

GEOG 1AL PHYSICAL GEOGRAPHY LAB – 1 Unit

Grading: Pass/No Pass Option

Corequisite: GEOG 1A

Class Hours: 54 lab total (when offered in the distance education format, hours will total 54)

C-ID: GEOG 111

This course investigates Earth's physical systems, through lab and field activities. Students will use maps, take measurements, and interpret physical phenomena in the lab. Students will observe, measure, and document landforms, hydrologic processes and ecosystems in the field. Data is gathered, displayed and interpreted from a range of sources. This

course may be offered in a distance education format. (CSU/UC transferable)

GEOG 1B HUMAN GEOGRAPHY – 3 Units

Prerequisite: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: GEOG 120

This course examines human populations and cultures from a spatial perspective. Characteristics of population change, migration, religion, language, and other societal characteristics are investigated, as well as the role of physical geography in influencing land use, cultural practices, and relationships among human groups. This course may be offered in a distance education format. (CSU/UC transferable)

GEOG 2A FIELD STUDIES IN PHYSICAL GEOGRAPHY – 1 Unit

Grading: Pass/No Pass Option

Note: This course requires a multi-day field trip.

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 27 for the lecture portion of the class and an additional 27 hours of lab, totaling 54 hours for this course)

C-ID: GEOG 160

Field studies of physical processes and formations are essential to the study of geography. Landforms, water resources, erosion hazards, soil conditions, and vegetation patterns are among the topics that illustrate the interactions between humans and the environment. Students will be exposed to a range of field techniques including observation, map use and measurement. The lecture portion of this course may be offered in a distance education format. (CSU transferable)

GEOG 2B FIELD STUDIES IN HUMAN GEOGRAPHY – 1 Unit

Grading: Pass/No Pass Option

Note: This course requires a multi-day field trip.

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 27 for the lecture portion of the class and an additional 27 hours of lab, totaling 54 hours for this course)

C-ID: GEOG 160

Field studies of built landscapes and cultural expressions are essential to the study of human geography. Topics including land-use, planning, economy, transportation, social conditions, cultural practices and historical legacies will be explored. Students will be exposed to field techniques including note taking, interviews and map use. The lecture portion of this course may be offered in a distance education format. (CSU transferable)

GEOG 5 SOCIETY, ENVIRONMENT AND GIS – 3 Units

Grading: Pass/No Pass Option

Prerequisite: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course will explore the implications that geographic information systems (GIS) have for society and the environment. GIS and other geospatial technologies have transformed industry, government, and non-profit sectors. Students will investigate issues related to society, the environment and geo-politics through the use of these technologies. Equity is a central theme, especially in relation to underserved and marginalized populations, along with those in the Global South. Students will interpret geographic data from a variety of sources, including GPS, satellite imagery and uncrewed aerial systems (UAV). Cloud computing, social media, and surveillance technologies will be considered in terms of social justice, equity, and privacy. This course may be offered in a distance education format. (CSU transferable)

GEOG 7 CALIFORNIA GEOGRAPHY – 3 Units

Prerequisite: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Note: Field trip may be required.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: GEOG 140

This course provides an introduction to California's diversified geography including climate, landforms, natural vegetation, and mineral and water resources. The cultural landscapes of ethnic diversity, our Native American past, urban and agricultural regions, and the economic challenges of the future are also examined. California Geography

examines these topics, their spatial distributions, and their impact on the environment. This course may be offered in a distance education format. (CSU/UC transferable)

GEOG 8 WORLD REGIONAL GEOGRAPHY – 3 Units

Prerequisite: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: GEOG 125

This course will introduce students to the world's major geographic regions. This course will increase student awareness of geographic concepts by examining the physical, cultural, economic and political characteristics of the major realms of the world through the unifying concept of the geographic region. This course will illustrate the importance of the world's geographic regions and how they interrelate. The location of important geographic features such as mountain ranges, rivers, countries, and major cities will be an important part of the course. This course may be offered in a distance education format. (CSU/UC transferable)

GEOG 9 MAP AND GEOSPATIAL PRINCIPLES – 3 Units

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

C-ID: GEOG 150

This course is an introduction to maps, imagery, and geospatial technologies. Students will learn geographic techniques for data collection, interpretation, and presentation. Map principles along with types of maps and their applications are covered. Methodologies include map reading, use of imagery, geographic information systems (GIS), global positioning systems (GPS), and map creation. Recent trends such as crowd-mapping, drone image capture and Lidar are also investigated. This course may be offered in a distance education format. (CSU transferable)

GEOG 10 INTRODUCTION TO GEOGRAPHIC INFORMATION SYSTEMS – 3 Units (formerly GIS 10, NR 84)

Grading: Pass/No Pass Option

Corequisite: GEOG 9, or previous completion of GEOG 9 with a grade of C or higher

Advisory: CIS 1 with a grade of C or higher, or demonstrated computer literacy.

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

C-ID: GEOG 155

This course covers the theory and practice of geographic information systems (GIS). Students learn essential GIS procedures for data viewing, acquisition, manipulation, geographic referencing, and map creation. GIS data types, properties, database operations and applications are covered. Basic methods of GIS analysis are also included. This course focuses on the ArcGIS software platform, employing both desktop and online products. This course may be offered in a distance education format. (CSU/UC transferable)

GEOG 12 GIS DATA DESIGN AND CAPTURE – 3 Units

Grading: Pass/No Pass Option

Prerequisite: GEOG 10 with a grade of C or higher, or demonstrated GIS experience

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course covers the design and implementation of geographic databases for GIS data capture and management. Included are essential concepts and practices of relational database management systems, with specific applications to GIS. Data is captured using GPS and mobile GIS methods. GIS digitizing and editing are also covered. This course may be offered in a distance education format. (CSU transferable)

GEOG 13 GIS SPATIAL ANALYSIS – 3 Units

Grading: Pass/No Pass Option

Prerequisite: GEOG 10 with a grade of C or higher, or demonstrated GIS experience

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course covers GIS for investigating geographic patterns, relationships and connections. Spatial analysis methods are employed

for both raster and vector data. Emphasis is on problem-solving and decision making using GIS. Models and scripts for automating GIS processes also undertaken. This course may be offered in a distance education format. (CSU transferable)

GEOG 14 GIS CARTOGRAPHY AND VISUALIZATION – 3 Units

Grading: Pass/No Pass Option

Prerequisite: GEOG 10 with a grade of C or higher, or demonstrated GIS experience

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course covers fundamental concepts of cartography and visualization using geographic information systems (GIS). Students employ design principles to create effective maps, incorporating data from a variety of formats. Hardcopy and web maps are produced. Animations, 3D maps, and other visualization techniques are explored. This course may be offered in a distance education format. (CSU transferable)

GEOG 15 INTRODUCTION TO REMOTE SENSING – 3 Units

Grading: Pass/No Pass Option

Prerequisite: GEOG 10 with a grade of C or higher, or demonstrated experience with maps, geospatial fundamentals and ArcGIS software

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course covers remote sensing fundamentals as they apply to mapping of Earth's surface and features. Electromagnetic radiation of both visible and non-visible light is the foundation for image enhancement, classification and quantitative techniques. These techniques will be applied to imagery, of differing resolution, from a variety of sources. Particular attention is given to visual display imagery and with the integration of imagery with GIS datasets. Light Detecting and Ranging (LiDaR) is processed for elevation and land cover. This course may be offered in a distance education format. (CSU transferable)

GEOG 21 GIS-CAD INTEGRATION – 1 Unit (formerly GIS 21)

Grading: Pass/No Pass Option

Advisory: GEOG 10 with a grade of C or higher, or working experience with CAD or GIS

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This course covers computer-aided drafting (CAD) structure, principles and processes as they apply to geographic information systems (GIS). CAD data management is a critical aspect of GIS. Students will work with various CAD data to learn processing and manipulation techniques for displaying and working with CAD data in a GIS. Preparation and georeferencing of CAD data will be key components of the course. AutoCAD and ArcGIS software will be used in this course. This course may be offered in a distance education format. (CSU transferable)

GEOG 24 CUSTOMIZING GIS – 1 Unit (formerly GIS 24)

Grading: Pass/No Pass Option

Advisory: GEOG 10 with a grade of C or higher, or working GIS experience

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This course introduces students to customizing GIS applications to improve efficiency for specific editing and data manipulation scenarios. Several methods for customizing ArcGIS will be introduced including loading pre-built third party tools, creating custom toolbars, custom buttons, geoprocessing toolboxes, geoprocessing models, along with a brief introduction to writing scripts. The course will briefly introduce the students to programming with Python. This course may be offered in a distance learning format. (CSU transferable)

GEOG 25 GIS PROJECTS – 1 Unit (formerly GIS 25)

Grading: Pass/No Pass Option

Advisory: GEOG 10 with a grade of C or higher, or working GIS experience

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This course focuses on the use of geographic information systems (GIS) for projects and particular applications. Students will learn best practices for the implementation of GIS projects. GIS tasks for data acquisition, database creation, and map design are undertaken to meet the needs of municipal, natural resource, recreation or social service applications. This course may be offered in a distance education format. (CSU transferable)

GEOG 94 GEOGRAPHIC INFORMATION SYSTEMS WORKSITE LEARNING – 1-8 Units (formerly GIS 94)

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Geographic Information Systems (GIS) Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved GIS job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A maximum of 8 units may be earned in a single semester. (CSU transferable)

GEOLOGY (GEOL)

See ESCI for course listings

GERMAN (GERM)

Two years of high school foreign language with grades of "C" or better is equivalent to one semester of foreign language at Shasta College.

GERM 1 GERMAN 1 – 5 Units

Grading: Pass/No Pass Option

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

This course is designed to give the student training in spoken German at a basic level, including some reading, writing, and much speaking. Students gain aural comprehension of German through basic conversation and listening skill development. Customs and culture are also emphasized. This course may be offered in a distance education format. (CSU/UC transferable)

GERM 2 GERMAN 2 – 5 Units

Grading: Pass/No Pass Option

Prerequisite: GERM 1 with a grade of C or higher, or Foreign Language Placement Level 2 or higher

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

This course brings the student up to a more proficient level of German. Comprehension and speaking levels are increased through participation in many oral activities (role playing, skits, plays, etc). Further information on culture and traditions are provided, including information regarding Germany's position in the world today. This course may be offered in a distance education format. (CSU/UC transferable)

H

HEALTH (HLTH)

HLTH 1 HEALTH AND WELLNESS – 3 Units (formerly PE 1, HPE 11)

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course focuses upon those elements of human behavior which influence the health status of both the individual and the community. Topics include personal fitness, nutrition, sexuality, sexually transmitted diseases, and drug dependence, including alcohol and tobacco. Also included are topics dealing with lifestyle diseases, especially cancer, cardiovascular disease and lung disease. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between HLTH 1, HLTH 2, HLTH 3, HLTH 4, HLTH 6, and HLTH 7

HLTH 2 NUTRITION AND FITNESS – 3 Units (formerly PE 2, HPE 7)

Grading: Pass/No Pass Option

Class Hours: 54 lecture (when offered in the distance education format, hours will total 162)

This course includes analysis and evaluation of current practices and theories regarding nutrition and exercise, and their relationship to weight control and physical fitness. Each student will learn to prepare an

individual physical assessment, exercise prescription and nutritional analysis to promote optimum healthful living. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between HLTH 1, HLTH 2, HLTH 3, HLTH 4, HLTH 6, and HLTH 7

HLTH 3 SUBSTANCE ABUSE AWARENESS – 3 Units (formerly PE 3, HPE 57)

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is an introductory course for individuals who wish to increase their knowledge and understanding of substance abuse and chemical addiction. This course will introduce students to a variety of substances that can become abused and can lead to addiction. The substances covered in this course include: tobacco (including smokeless tobacco), alcohol, street/recreational drugs, performance enhancing drugs, and sexual stimulants. Information will focus on the physical and societal affects of the misuse and abuse of these substances and methods that can lead to the control and/or elimination of use of these substances. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between HLTH 1, HLTH 2, HLTH 3, HLTH 4, HLTH 6, and HLTH 7

HLTH 4 WOMEN'S HEALTH – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course will address women's health from a biological, psychological, and sociological perspective. Topics that will be covered include women as health consumers, women's reproductive health, women's self-image and health, and women's nutrition. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between HLTH 1, HLTH 2, HLTH 3, HLTH 4, HLTH 6, and HLTH 7

HLTH 6 CULTURE AND HEALTH – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

The use of complementary medicine practices as an enhancement to traditional Western medicine has become a common practice. This course will explore health knowledge, health behavior, social institutions and practices related to health, and the nature of health risk through the concept of culture. Varying definitions of health, well-being, understanding of health risk, illness causation and treatment theories, and healing curing traditions will be explored. The origins, uses, and effectiveness of complementary medicine practices such as cupping, Reike, qi gong, acupuncture, and meditation will be discussed. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between HLTH 1, HLTH 2, HLTH 3, HLTH 4, HLTH 6, and HLTH 7

HLTH 7 STRESS MANAGEMENT AND HEALTH – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course will examine the theoretical frameworks of stress and common stress management techniques. Topics of study will include defining stress, understanding physiological theories of stress, defining sources and causes of stress, and examining health consequences of chronic stress. Students will examine and analyze numerous strategies to manage and cope with stress, such as time management, relaxation techniques, communication skills, diet and exercise. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between HLTH 1, HLTH 2, HLTH 3, HLTH 4, HLTH 6, and HLTH 7

HLTH 20 ESSENTIALS OF ATHLETIC PERFORMANCE TRAINING – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course focuses on educating coaches, trainers, and athletes to maximize performance while reducing the risk of injury. Students will learn how to create highly individualized integrated training programs that will enhance overall athletic performance. Some areas that will be covered include flexibility training; core training; balance training; plyometric training; speed, agility, and quickness training; resistance training; metabolic energy system training; and use of ergogenic aids. This course may be offered in a distance education format. (CSU

transferable)

HEALTH INFORMATION MANAGEMENT (HIMS)

HIMS 301 HEALTH INFORMATION ADMINISTRATOR EXAM PREPARATION – 0 Units

Grading: Pass/No Pass Only

Class Hours: 54 total hours (only offered in the distance education format)

The Registered Health Information Administrator (RHIA) works in multiple settings throughout the healthcare industry. This includes the continuum of care delivery organizations, hospitals, multidisciplinary clinics, physician practice, long-term care, mental health, and other ambulatory settings. This course is designed to prepare graduates of bachelor's degrees in HIM to sit for the RHIA certification exam established by the American Health Information Management Association (AHIMA). This course is offered in a distance education format.

HIMS 401 ELECTRONIC HEALTH RECORDS – 4 Units

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

This course discusses advanced topics in the electronic health record. The primary concepts covered in this course include components of EHRs; data infrastructure; different formats of EHR data; categories of EHRs and information systems; EHRs in different healthcare settings, including specialty-specific electronic health records; and utilization of EHRs in population health. Students will explore all aspects of electronic health records utilized in the healthcare industry. Students will be exposed to real-world exercises using software to create patient records, lab reports, notes, and code sets. This course is designed for health information management majors. This course may be offered in a distance education format.

HIMS 405 FUNDAMENTALS OF HEALTH INFORMATION MANAGEMENT – 4 Units

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

This course provides an advanced-level perspective on topics relevant to the health information management (HIM) profession. The concepts covered in this course include an overview of emerging issues such as HIM systems management, clinical classification systems, governance and stewardship, data quality and management, health information exchange, electronic health records, revenue cycle management, compliance and risk management. This course is designed for health information management majors. This course may be offered in a distance education format.

HIMS 408 ETHICS IN HEALTHCARE ADMINISTRATION – 3 Units

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides a comprehensive foundation for ethics in healthcare management and administration. Students will gain knowledge of the theory and concepts of ethics and its application to health information and healthcare administration for them to be able to model sound decision making and ethical practice. Ethics related to the United States healthcare system around patient access, quality and cost will be addressed. This course is designed for health information management majors. This course may be offered in a distance education format.

HIMS 410 HEALTHCARE INFORMATICS – 4 Units

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

This course is designed to bring together healthcare generated information and technology for the purpose of improving quality of care in a cost-effective manner. The primary concepts covered include data standards, data management, health information exchange, clinical decision support, privacy and security issues involving protected health information, emerging trends, data governance, and new technologies.

This course is designed for health information management majors. This course may be offered in a distance education format.

HIMS 415 HEALTHCARE ANALYTICS – 4 Units

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

This course focuses on the analysis of data for the purpose of generating information resulting in actionable decisions. The primary concepts covered in this course include advanced healthcare statistics, data analysis, mining and exploration. The course is a hands-on approach to healthcare data across the analytics continuum, and introduces Microsoft Excel, MySQL Workbench and R, and RStudio for statistical analysis and data visualization. This course is designed for health information management majors. This course may be offered in a distance education format.

HIMS 418 LEGAL CONCEPTS AND COMPLIANCE IN HEALTHCARE – 4 Units

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

This course focuses on the laws and regulations applicable to healthcare compliance. Topics include federal and state law enforcement and reporting requirements, risk management, audit trails, fraud detection, ethical and legal requirements related to coding, personal health record (PHR), analysis of privacy, security, and confidentiality policies and procedures. This course is designed for health information management majors. This course may be offered in a distance education format.

HIMS 420 PRINCIPLES OF FINANCE FOR HEALTH INFORMATION MANAGEMENT – 3 Units

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course prepares healthcare professionals for the responsibilities of maintaining a well-managed healthcare department/organization. Topics include financial statement analysis, performance measurement, budgets, variance analysis, contract analysis, capital financing, and investment decisions. This course enhances the students' decision-making abilities through case studies and practical applications to real-world situations. This course is designed for health information management majors. This course may be offered in a distance education format.

HIMS 425 REVENUE CYCLE MANAGEMENT – 3 Units

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course covers advanced topics in healthcare revenue cycle management. Concepts covered in this course include healthcare classification systems and terminologies, chargemaster management, revenue cycle and audit processes, utilization and resource management, and application and analysis of the relationship between clinical code assignment and reimbursement. This course is designed for health information management majors. This course may be offered in a distance education format.

HIMS 430 HUMAN RESOURCES MANAGEMENT IN HEALTHCARE – 4 Units

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

This course examines the complexities and multiple issues and best practices involved in human resources management in healthcare organizations. The primary concepts covered in this course include managing people in all aspects of their work, recruiting, interviewing, and hiring, compensation and benefits, motivational strategies, performance appraisals, promotions, and terminations. This course is designed for health information management majors. This course may be offered in a distance education format.

HIMS 435 PROJECT MANAGEMENT IN HEALTHCARE – 3 Units

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed as a high-level overview of project management utilized in healthcare settings. The primary concepts in this course include project management techniques such as project selection, management, organization, planning, conflict resolution, negotiation, budgeting, scheduling, change management, business process reengineering, and termination of the project. This course is designed for health information management majors. This course may be offered in a distance education format.

HIMS 440 STRATEGIC MANAGEMENT FOR HEALTHCARE PROFESSIONALS – 4 Units

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

This course examines the theory and practice of leadership, strategic management, and change management in healthcare settings. The primary concepts covered in this course include an overview of emerging issues such as business planning, organizational change, innovation, strategic planning, leadership thinking and goals, change implementation and strategies for successful transitions. This course is designed for health information management majors. This course may be offered in a distance education format.

HIMS 445 HEALTHCARE INFORMATION SYSTEMS ANALYSIS AND DESIGN – 4 Units

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

This course is designed to prepare students in the planning, analysis, design, and implementation of healthcare computer-based information systems. The concepts covered include system requirements, systems development life cycle, system architecture, including database design, data warehousing, workflow concepts, and systems performance management. This course is designed for health information management majors. This course may be offered in a distance education format.

HIMS 455A APPLIED RESEARCH PROJECT IN HEALTH INFORMATION MANAGEMENT – 3 Units

Corequisite: HIMS 455B

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is the capstone for the health information management baccalaureate degree. This course integrates the theoretical and technical content of the health information management program courses. Concepts are integrated and applied through the completion of a capstone project, designed by the student and instructor, supporting a local HIM community of interest. This course is designed for Health Information Management majors. This course may be offered in a distance education format.

HIMS 455B ADVANCED PROFESSIONAL PRACTICE EXPERIENCE – 1 Unit

Corequisite: HIMS 455A

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 54 lab total

This course provides supervised onsite professional practice experience (PPE) for Health Information Management students. This course integrates theory and professional practice in health information management. Emphasis is placed on applying management theories to actual work settings, practice of professional behavior, ethics, and self reflection including career goals. Project topics will support a local HIM community of interest and will be designed by the student, instructor, and the PPE site manager. This course is designed for Health Information Management majors. This course may be offered in a distance education format.

HEALTH INFORMATION TECHNOLOGY (HIT)**HIT 7 INTRODUCTION TO HUMAN DISEASE PROCESS – 3 Units**

Prerequisite: HEOC 11 or BIOL 5 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

The course focuses on disease processes in the human body from a systems approach. Analysis of the most common and significant diseases is included. The signs and symptoms, etiology, diagnosis, and treatment of disease are examined along with the appropriate medical terminology. This course is designed for students in allied health programs, but is also open to those who wish to broaden their medical background or review this information. This course may be offered in a distance education format. (CSU transferable)

HIT 10 INTRODUCTION TO HEALTH INFORMATION – 3 Units

Advisory: ENGL 1A with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is an introduction to the Health Information Technology profession. It includes an overview of the American healthcare delivery system, health information functions and responsibilities, health services organization and delivery methods, health data, structure and use, regulatory standards and requirements, information systems, and health information privacy and security. This course may be offered in a distance education format. (CSU transferable)

HIT 11 COMPUTER INFORMATION SYSTEMS FOR HEALTH INFORMATION TECHNOLOGY – 2 Units

Advisory: CIS 1 with a grade of C or higher

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course is an introduction to computer systems used in healthcare and health information management (HIM). Emphasis is placed on basic computer and networking technologies as well as on specialized software and electronic health record (EHR) applications. This course is designed for students interested in the use of computers in the health information technology field. This course may be taught in a distance education format. (CSU transferable)

HIT 15 LEGAL ASPECTS OF HEALTHCARE – 3 Units

Advisory: HIT 10 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course covers the legal aspects of health information management including legal procedures, evidence, tort law, corporate and contract law. Other topics include consent to treatment, the legal health record, HIPAA privacy and security rules, patient rights and responsibilities, release of information, required reporting, risk management, healthcare fraud and abuse, medical staff, and workplace law. This course may be offered in a distance education format. (CSU transferable)

HIT 20 HOSPITAL AND HEALTH STATISTICS – 3 Units

Advisory: MATH 114 or MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides instruction for the health information technology student in the basic principles of data collection and calculation of hospital and non-acute facility health statistics. Calculation of Health Information Management department statistics is included. In addition, the course covers the calculation of specific vital statistics as well as discharge analysis reporting. There is instruction in the preparation of monthly and annual medical, administrative, and outside agency reports utilizing tables and graphs. Practice in the interpretation of statistical reports is also provided. This course may be offered in a distance education format. (CSU transferable)

HIT 25 HEALTH INFORMATION IN ALTERNATIVE SETTINGS – 2 Units

Corequisite: HIT 10, or previous completion of HIT 10 with a grade of C or higher

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course is an introduction to health information management practice

in alternative healthcare settings including long-term care, mental health, ambulatory care, hospice, home health, and rehabilitation medicine. Focus is on the role of the health information practitioner, regulatory issues, accreditation and licensing requirements, documentation, funding and reimbursement, and electronic information systems. This course may be offered in a distance education format. (CSU transferable)

HIT 30 BASIC PHARMACOLOGY – 1 Unit

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is an introduction to pharmacology. Topics include pharmacology terminology, drug forms, routes of administration, drug classifications, and mechanisms of drug action. This course is intended for students in the health information technology program and healthcare professionals who want to refresh their working knowledge of basic pharmacology. This course may be offered in a distance education format. (CSU transferable)

HIT 35 CURRENT PROCEDURAL TERMINOLOGY (CPT) CODING – 3 Units

Prerequisite: HEOC 11 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This introductory course for Health Information Technology students includes the use of Current Procedural Terminology (CPT) coding. The course covers the purpose of CPT, CPT Manual format, code format, and coding steps used to code from the six divisions of CPT: Evaluation & Management, Anesthesia, Surgery, Radiology, Pathology & Laboratory, and Medicine. In addition, the course includes national and category III codes. It also includes an overview of reimbursement issues involving physician and hospital payment for outpatient services. This course is also available to hospital and doctors' office employees. This course may be offered in a distance education format. (CSU transferable)

HIT 40 ICD DIAGNOSTIC CODING – 3 Units

Prerequisites: BIOL 5, HEOC 11, and HIT 7 with a grade of C or higher

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course provides an overview of the organization and format of the International Classification of Diseases, Clinical Modification (ICD-10-CM), and the role of diagnostic coding in the Prospective Payment System. Provides instruction in diagnostic coding of health records by applying ICD guidelines. Students are introduced to coding software applications (encoder). This course may be taught in a distance education format. (CSU transferable)

HIT 42 PRINCIPLES OF LEADERSHIP – 2 Units

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course introduces the basic concepts of leadership including team leadership, change management, training, and developing employees. Other topics include using enterprise-wide information assets in support of organizational strategies and objectives, company culture, and diversity in the workplace. This course may be taught in a distance education format. (CSU transferable)

HIT 45 ICD PROCEDURE CODING – 2 Units

Prerequisite: HIT 40 with a grade of C or higher

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course provides an overview of the structure and organization of the International Classification of Diseases Procedure Classification System (ICD-10-PCS). Provides instruction in procedure coding of health records by applying ICD guidelines. Coding software applications (encoder) will be used in this course. This course may be taught in a distance education format. (CSU transferable)

HIT 50 HEALTHCARE REIMBURSEMENT – 2 Units

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course integrates information about all US healthcare payment systems. The topics covered include reimbursement methodologies, clinical coding and coding compliance, voluntary and government sponsored insurance plans, managed care plans, revenue cycle management and value-based purchasing. Medicare and Medicaid prospective payment systems are also addressed in acute, post-acute, ambulatory, physician fee schedule, hospice, and long term care settings.

This course may be offered in a distance education format. (CSU transferable)

HIT 55 HEALTHCARE QUALITY MANAGEMENT – 3 Units

Advisories: HIT 10 and HIT 20 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course for Health Information Technology students is an introduction to quality and performance management and improvement, utilization review, and risk management. The course includes the purpose, principles, historical development, assessment and analysis techniques, and application and program development strategies used in quality management and improvement, utilization review, and risk management activities. Also included is the integration of performance improvement activities with the medical staff appointment and reappointment process. Regulatory and privacy requirements will also be addressed. The key concepts, background, and statistical tools used in the continuous quality improvement process (CQI) are also provided. This course may be offered in a distance education format. (CSU transferable)

HIT 60 PROFESSIONAL PRACTICE EXPERIENCE – 3 Units

Prerequisites: HIT 10, HIT 11, HIT 15, HIT 20, HIT 35, and HIT 40 with a grade of C or higher

Limitations on Enrollment:

1. Special Admission – students must meet with HIT director or health sciences counselor for approval.
2. Health and safety requirements must be met prior to enrollment, including a physical exam, up-to-date immunizations, TB clearance, background check and drug screening at student's own expense.

Class Hours: 18 lecture/108 lab total (when offered in the distance education format, hours will total 54 for the lecture portion of the class and an additional 108 hours of lab, totaling 162 hours for this course)

This course provides Health Information Technology students with supervised onsite experience performing CAHIIM entry-level competencies in an assigned affiliated healthcare organization. Professional practice experience may include a partial virtual lab practicum. This course may be offered in a distance education format. (CSU transferable)

HIT 62 Public Health Data Analysis – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course focuses on the analysis of data to generate information resulting in actionable decisions. The primary concepts covered in this course includes health care statistics, data analysis, mining, and exploration. Microsoft Excel is utilized to analyze data and information related to clinical and business systems in healthcare. This course is designed for public health informatics and information technology majors. This course is only offered in a distance education format. (CSU transferable)

HIT 301 HEALTH INFORMATION TECHNICIAN EXAM PREPARATION – 0 Units

Grading: Pass/No Pass Only

Class Hours: 54 total hours (only offered in the distance education format)

The Registered Health Information Technician (RHIT) works in multiple settings throughout the healthcare industry. This includes the continuum of care delivery organizations, hospitals, multidisciplinary clinics and physician practices, long-term care, mental health, and other ambulatory settings. This course prepares students to take certification exams based on the competencies of the American Health Information Association (AHIMA). The course will provide students with the knowledge of data content and structure; access and privacy and security of health information; data analysis; revenue cycle management; and legal compliance in healthcare and leadership. The focus is on reviewing materials covered in the HIT Program, as well as learning techniques in test-taking and studying for the examination. Students use links to mock test questions, discussion boards, and other resources to prepare them for the national exam. This course is offered in a distance education format.

HEALTH OCCUPATIONS (HEOC)

See Also: REGN, VOCN

HEOC 1 INTRODUCTION TO PHYSICAL THERAPY – 1 Unit (formerly PTA 1)

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course provides an introduction to the field of physical therapy and the role of the physical therapist assistant within the health care delivery system. Definitions of physical therapy, educational and licensure requirements, and the diverse types of clinical practice and employment settings are explored. Students will observe examples of physical therapy practice using online media resources. This course may be offered in a distance education format. (CSU transferable)

HEOC 10 APPLIED PHARMACOLOGY – 3 Units (formerly HEOC 197)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to introduce the principles of applied pharmacology to the current or prospective nursing and allied health student. Students will explore the names, classifications, actions, uses, side effects, pharmacokinetics, pharmacodynamics, contraindications, and drug to drug interactions of medications presented using a body systems approach. Implications for medication administration are discussed using a case study approach. Additionally, students will learn how to use a drug guide to gain basic knowledge about medications and to prepare patient drug education plans. This course is only offered in a distance education format. (CSU transferable)

HEOC 11 MEDICAL TERMINOLOGY – 3 Units (formerly HEOC 110, OAS 110, MEDA 151)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides students with an understanding of the language of medicine through the study of basic word structures and etymology related to various body systems, diagnostics, and pathology. This course may be offered in a distance education format. (CSU transferable)

HEOC 94 HEALTH OCCUPATIONS WORKSITE LEARNING – 1-8 Units

Limitation on Enrollment: FINANCIAL AID STUDENTS: Students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Health Occupations Worksite Learning course allows the student to gain health occupations on-the-job experience through employment/volunteerism at an approved job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. (CSU transferable)

HEOC 102 INTRO TO CAREERS IN HEALTHCARE – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides an overview of the healthcare industry, career opportunities, and foundational knowledge required for entry-level positions. Topics include employment and career development in healthcare industries, medical law and ethics, workplace safety and infection control, and communication. This course is designed for the student interested in healthcare career exploration and learning transferable skills related to the healthcare field. This course may be offered in a distance education format.

HEOC 130 NURSE ASSISTANT – 5.5 Units

Limitation on Enrollment: Students must meet health and safety clinical requirements. See www.shastacollege.edu/CNAHHA general information or call 530-339-3600 for detailed information on requirements.

Note: Upon enrollment all students must be fingerprinted through the Live Scan process. Students will not receive a certificate until they have received criminal record clearance.

Class Hours: 63 lecture/108 lab total (when offered in the distance

education format, hours will total 189 for the lecture portion of the class and an additional 108 hours of lab, totaling 297 hours for this course)

This course is designed to prepare students to perform the basic skills required for employment as a Certified Nursing Assistant. The course is approved by the Department of Public Health, and certificates will be issued upon successful completion of the course. Students are then eligible to apply for the state competency examination for certification. The lecture portion of this course may be taught in a distance education format.

HEOC 131 HOME HEALTH AIDE – 1.5 Units

Grading: Pass/No Pass Only

Limitation on Enrollment: Students must complete HEOC 130 with a grade of C or higher, and pass the National Nurse Aide Assessment Program examination or possess current Nurse Assistant Certification.

Class Hours: 20 lecture/27 lab total (when offered in the distance education format, hours will total 60 for the lecture portion of the class and an additional 27 hours of lab, totaling 87 hours for this course)

This course is designed to prepare students to provide nursing care in the home setting by expanding the role of the nurse assistant. Upon successful completion of this course, students will be eligible for Home Health Aide Certification through the California Department of Public Health. The lecture portion of this course may be offered in a distance education format.

HEOC 302 INTRO TO CAREERS IN HEALTHCARE – 0 Units

Grading: Pass/No Pass Only

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides an overview of the healthcare industry, career opportunities, and foundational knowledge required for entry-level positions. Topics include employment and career development in healthcare industries, medical law and ethics, workplace safety and infection control, and communication. This course is designed for the student interested in healthcare career exploration and learning transferable skills related to the healthcare field. This course may be offered in a distance education format.

HISTORY (HIST)

HIST 1A HISTORY OF WESTERN CIVILIZATION – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

A survey of the origins and development of civilization in the western world from pre-history to 1600, with special emphasis on institutions, thought, and culture. The course is designed to show the continuity of western civilization and to overview the heritage of the present generation. This course may be offered in a distance education format. (CSU/UC transferable)

HIST 1B HISTORY OF WESTERN CIVILIZATION – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: HIST 180

A survey of the development of civilization in the western world from 1600 to the present, with special emphasis on institutions, thought, and culture. The course is designed to show the continuity of western civilization and to explore the heritage of the present generation. This course may be offered in a distance education format. (CSU/UC transferable)

HIST 2 WORLD CIVILIZATION TO 1500 C.E. – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: HIST 150

This course is a comparative survey of the major ancient world civilizations which developed between 3500 B.C.E. and 1500 C.E. It

examines political institutions, religious ideologies, the rise and fall of empires, and the major cultural innovations of each of the major world civilizations. This course may be offered in a distance education format. (CSU/UC transferable)

HIST 3 WORLD CIVILIZATION: 1500 to Present – 3 Units

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: HIST 160

This course offers a survey of the development of the major civilizations of the world from 1500 to the present. The focus is on the political, economic, social, intellectual, and religious forces in Africa, the Americas, Asia, and Europe from 1500 to the present day. This course offers multiple perspectives of the dynamic interaction of peoples and cultures that shaped this era of world history. This course may be offered in a distance education format. (CSU/UC transferable)

HIST 17A UNITED STATES HISTORY – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 1A with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: HIST 130

This course is a survey of the history of the United States from Pre-Columbian Peoples to the end of Reconstruction. Topics include contact and settlement of America, the movement toward independence, the formation of a new nation and Constitution, westward expansion and manifest destiny, the causes and consequences of the Civil War, and Reconstruction. This course satisfies the CSU requirement for US History (US-1). This course may be offered in a distance education format. (CSU/UC transferable)

HIST 17B UNITED STATES HISTORY – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: HIST 140

This course is a survey of the history of the United States from 1877 to the present. The course covers the rise of industrialization, the expansion of America into world affairs, the causes and results of the Great Depression, the world wars of the 20th century, the Cold War, and post-9/11 America. This course satisfies the CSU requirement for US History (US-1). This course may be offered in a distance education format. (CSU/UC transferable)

HIST 17BH UNITED STATES HISTORY – HONORS – 3 Units

Prerequisite: ENGL 190 or ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is an honors-level History 17B survey course covering the history of the United States from 1877 to the present. The course covers the rise of industrialization, the expansion of America into world affairs, the causes and results of the Great Depression, the world wars of the 20th century, the Cold War, and post-9/11 America. This course satisfies the CSU requirement for US History (US-1). Students may not receive credit for both HIST 17B and HIST 17BH. This course may be offered in a distance education format. (CSU/UC transferable)

HIST 25 AFRICAN AMERICAN HISTORY – 3 Units

(See also: ETHS 25)

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is a survey of the historical development and contributions of African Americans in the United States. Topics include African civilizations, the African slave trade and Diaspora, the development of African American culture, colonial and Antebellum slavery, Emancipation and Reconstruction, Jim Crow, the Harlem Renaissance, the Civil Rights Movements, African Americans at war, 21st Century struggles for racial

justice, and the concepts of race, ethnicity, and equality. This course may be offered in a distance education format. (CSU/UC transferable)

HIST 35 HISTORY OF MEXICAN AMERICANS – 3 Units
(See also: ETHS 35)

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course traces the cultural, racial, economic, literary, and political history of Mexican Americans, in the general context of U.S. History. It covers the scope of Mexican American history from the pre-Columbian era to today, analyzing the role Mexican Americans have played in the United States and the changes that role has undergone. Critical, analytical written work is the primary means of evaluation. HIST 35 and ETHS 35 are cross-listed courses. Students may enroll in one course for credit, but not both. This course may be offered in a distance education format. (CSU/UC transferable)

HIST 38 HISTORY OF WORLD RELIGIONS – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course examines the belief systems and historical developments of the major religious traditions of the world. Students will have the opportunity to familiarize themselves with the diversity of religious beliefs and practices and gain an appreciation of the contribution of religion to culture. This course may be offered in a distance education format. (CSU/UC transferable)

HIST 40 HISTORY AND GOVERNMENT OF CALIFORNIA – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

A survey of the history and government of California. Topics will include California Indians, Spanish colonization, Californios, US annexation, economic development, demographic shifts, and current social, political, and economic issues. This course may be offered in a distance education format. (CSU/UC transferable)

HIST 320 ANCIENT SOCIETIES AND THEIR PEOPLE – 0 Units

Grading: Pass/No Pass Only

Note: This noncredit, non-degree bearing course is for lifelong learners and designed to meet the interests and specific needs of the greater Shasta College community of Northern California

Class Hours: 15 lecture/3 lab total (when offered in the distance education format, hours will total 48)

This noncredit course will explore how ancient history is more than a list of famous people and events to memorize. Students will discover the rich history of ancient societies around the world and use evidence found in documents, archaeology, environmental analysis, studies of linguistics, oral histories, art and music to create a comparative survey of ancient people and their lives. This course will focus on different civilizations and themes in ancient history to explore contemporary connections and how the past impacts our world today. This class is designed for older adults with a lifetime of personal experience and encourages creative expression to enhance personal global involvement through the study of ancient world history. This course may be offered in a distance education format.

HORTICULTURE

See AGEH and AGVIT for course listings

HOSPITALITY (HOSP)

HOSP 10 INTRODUCTION TO THE HOSPITALITY INDUSTRY – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: HOSP 100

This course offers an overview of the structure and relationship of components within the hospitality and travel industry. Economic and employment impact and review of food service, lodging, resorts, recreation enterprises, attractions, cruise, destination bureaus, travel agencies and related operations. Focuses on orientation to customer service, cultural/economic trends and career opportunities. This course may be offered in a distance education format. (CSU transferable)

HOSP 20 HOSPITALITY OPERATIONS MANAGEMENT – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: HOSP 140

This course covers principles of organization, management, and decision models applied to the tasks and challenges of hospitality operations. The course involves techniques of problem solving (including planning, organizing, staffing, directing and controlling operations) in areas of front office operations, housekeeping, personnel, and security. The course also examines a systematic approach to front office procedures by detailing the flow of business through a lodging operation, beginning with the reservation process and ending with check-out and settlement. This course may be offered in a distance education format. (CSU transferable)

HOSP 35 COMPUTER APPLICATIONS IN THE HOSPITALITY INDUSTRY – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides an overview of the information needs of lodging properties and food service establishments; addresses essential aspects of computer systems, such as hardware, software, and generic applications; focuses on computer-based property management systems for both front office and back office functions; and focuses on computer-based restaurant management systems for both service-oriented and management-oriented functions. This course may be offered in a distance education format. (CSU transferable)

HOSP 40 HUMAN RESOURCE MANAGEMENT IN THE HOSPITALITY INDUSTRY – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course offers a practical approach to the problems of human resource management in the hospitality industry. It covers an introduction to the personnel function; selection and placement of personnel; and the role of supervision with an emphasis on induction, training, communications, performance, appraisal, and leadership style. Also covered are a study of age and salary administration; motivation; and discussion of union-management relations. This course may be offered in a distance education format. (CSU transferable)

HOSP 45 RESTAURANTS, HOTELS, AND LAWFUL MANAGEMENT – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course explores potential legal issues and pitfalls that might impact the hospitality industry. The course covers legislation, such as the Civil Rights Act of 1991 and other federal discrimination laws dealing with employment and sexual harassment; Occupational Safety and Health Administration (OSHA) regulations; the Family and Medical Leave Act of 1993; The Americans with Disabilities Act; the Hotel and Motel Fire Safety Act of 1990; antitrust regulations; the National Labor Relations Act; copyright music laws; tax laws; tip reporting regulations; telephone resale regulations; consumer protection laws; franchise regulations; and product liability laws. This course is not intended to make the student a legal expert on the subject reviewed nor is it intended to be a substitute for the services or legal opinion of an attorney. Students will, however, be better able to recognize potential legal problems or potential lawsuits, which will assist them when consulting with an attorney on strategies to prevent legal issues from becoming more serious in their hospitality organization. This course may be offered in a distance education format. (CSU transferable)

HOSP 50 HOSPITALITY MARKETING, SALES AND ADVERTISING – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education

format, hours will total 162)

This course offers an application of marketing principles and techniques in the hospitality industry, with an emphasis on developing an understanding of consumers and using that knowledge to provide value and create consumer satisfaction while meeting financial goals. This course will also focus on practical sales techniques, proven approaches to selling to targeted markets, and advertising's role in sales. This course may be offered in a distance education format. *(CSU transferable)*

HOSP 55 CUSTOMER SERVICE SKILLS FOR A MULTICULTURAL WORKPLACE – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides the student with a thorough understanding of the concept of culture and cultural diversity, how culture influences customer service within the global marketplace, and how to develop an organizational environment that supports and acknowledges a multitude of cultures. An emphasis is placed on developing competent communication behaviors and strategies for provide excellent customer satisfaction in a multicultural environment. Through the use of collaborative learning techniques, students will develop the necessary soft skills to provide excellent customer service in diverse workplaces. This course may be offered in a distance education format. *(CSU transferable)*

HOSP 60 HOSPITALITY AND FINANCIAL MANAGEMENT – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course focuses on the generation and analysis of quantitative information for the purpose of planning, control and decision-making by managers at various levels in hospitality industry operation. Emphasis is placed on the need for and use of timely and relevant information as a vital tool in the management process. Also examines accounting functions to support hospitality management analysis. Special attention on: internal controls, cost-volume profit relationships, relevant costs for special decisions, flexible budgets, profit centers and tax implications of decisions. This course may be offered in a distance education format. *(CSU transferable)*

HOSP 65 HOSPITALITY SUPERVISION – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture (when offered in the distance education format, hours will total 162)

This course offers insight into the various aspects of supervision in the hospitality industry. Supervisory roles, responsibilities, and essential managerial skills shall be discussed. The goal of the course is to prepare students for the workplace by equipping them with the necessary authoritative and decision-making skills. This course may be offered in a distance education format. *(CSU transferable)*

HOSP 94 HOSPITALITY WORKSITE LEARNING – 1-8 Units

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Hospitality Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved hospitality job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. *(CSU transferable)*

HUMAN SERVICES (HUSV)

(formerly Family Studies and Services)

HUSV 12 STANDARDS AND PRACTICES IN HUMAN SERVICES – 3 Units (formerly FSS 12)

Advisory: HUSV 70 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education

format, hours will total 162)

This course explores the theoretical perspectives and professional standards involved in Human Services—with particular emphasis on Social Work Practices. Students will be introduced to the practices of engagement, assessment, intervention, documentation and conflict resolution while consistently integrating these with the systems framework and strengths perspective. Professional and personal ethics will be stressed throughout the course. Multicultural competence and policy development will also be covered. This course may be offered in a distance education format. *(CSU transferable)*

HUSV 14 INTRODUCTION TO CASE MANAGEMENT – 3 Units (formerly FSS 14)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course introduces the student to the role and importance of the case manager within the field of Human Services/Social Work. The philosophical differences of various models will be explored along with the pragmatic skills and practices that combine for effective case management: engagement, interviewing, assessment, identification of goals and resources, monitoring progress and evaluating outcomes. Emphasis will be placed on professional standards and practices of conduct as well as documentation and record-keeping skills that align with legal mandates. This course may be offered in a distance education format. *(CSU transferable)*

HUSV 16 MARRIAGE AND FAMILY – 3 Units (formerly FSS 16, HEOC 16)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: SOCI 130

This is an introductory course to marriage and family. Topics studied include dating, courtship, marriage, family life, dual career marriages, divorce, single parenting, domestic violence and other contemporary issues. This course may be offered in a distance education format. *(CSU transferable)*

HUSV 18 ADULTHOOD AND AGING – 3 Units (formerly FSS 18)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course includes a study of the developmental changes that occur during early, middle, and late adulthood, as well as the continuities that exist within individuals throughout this time span. The physical, cognitive, and psychosocial domains will be explored with a particular emphasis upon patterns that lead to successful aging within the societal context. This course may be offered in a distance education format. *(CSU transferable)*

HUSV 60 LIFE MANAGEMENT – 3 Units (formerly FSS 60, HOEC 60)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides students with skills for understanding and using both internal and external resources to function effectively in our present and future society. The effects of cultural forces and future trends will be covered in reference to individual and family values, standards, and goals. Students will be required to analyze and integrate established principles with self-understanding in both decision-making and creating lifetime goals for themselves. Strategies in time management, energy management, stress management and conflict management will also be covered. This course may be offered in a distance education format. *(CSU transferable)*

HUSV 70 INTRODUCTION TO SOCIAL WORK AND HUMAN SERVICES – 3 Units (formerly SOC 70)

Grading: Pass/No Pass Option

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher, or ESL 138 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

An introductory overview of social welfare and the societal institutions in the U.S. that structure the provision of social services. The course presents a historical perspective on the development of U.S. social work and human services. Special attention is given to current service delivery systems, their policies and procedures, and the tasks of culturally responsive social workers and human service workers within those

settings. This course may be offered in a distance education format. (CSU/UC transferable)

HUSV 94 HUMAN SERVICES WORKSITE LEARNING – 1-8 Units (formerly FSS 94)

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Human Services Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved human services job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. (CSU transferable)

HUSV 95A HUMAN SERVICES SEMINAR – 2 Units

Grading: Pass/No Pass Option

Prerequisite: HUSV 70 with a grade of C or higher

Corequisite: HUSV 95B

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

Prepares students to be successful in the concurrently enrolled fieldwork course, and facilitates gaining employment in the human services field. This experiential course (skill building exercises, discussions, performance exams) provides the practice and guidance for professional development. This course may be offered in a distance education format. (CSU transferable)

HUSV 95B FIELDWORK: SOCIAL WORK/HUMAN SERVICES – 1 Unit

Grading: Pass/No Pass Option

Corequisite: HUSV 95A

Class Hours: 75 hours paid or 60 hours non-paid per unit (60-75 total)

Facilitates a supervised field experience in the area of Social Work/Human Services (community organization, agency, or institution) allowing the student to apply knowledge and learn new skills outside the classroom environment. Provides students with an opportunity to develop skills in preparation for gaining employment in the human services field. (CSU transferable)

HUMANITIES (HUM)

A series of interdisciplinary courses designed to meet Humanities General education requirements for Transfer and the Associate in Arts Degree. Courses in the Fine Arts, Literature and Philosophy also meet this requirement. See a complete listing of courses in the current College class schedule.

HUM 2 EXPLORING THE HUMANITIES – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to explore the humanities by examining expression of human values, ideas, concerns, and experience through the arts, literature, media and the social sciences. The reading of important works in the humanities, written analysis, and attendance at selected performances are major requirements of this course. This course may be offered in a distance education format. (CSU/UC transferable)

HUM 4 HUMANITIES THROUGH THE FILM – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

An examination of the motion picture as an art form. This course offers a concise introduction to the history of film against the broader changes in popular culture since the late nineteenth century. Students will see how elements of film can provide valuable insights into how movies communicate and convey meaning to their audiences using a unique network of techniques. Students will see how film, film genres, and developments within the film industry offer a first-hand look at how specific films illuminate important aspects of philosophical, historical,

aesthetics and social life and analyze how film connects with the larger world. This course may be offered in a distance education format. (CSU/UC transferable)

HUM 70 EXPLORING CONTEMPORARY TELEVISION – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to explore how television has influenced and changed the ways that people interpret and reflect upon the world around them. It is a window as to the effects that television has had on contemporary culture, regarding the arts and creative expression, history, language, and aesthetics. The changing content of the television medium and its influence on society will be examined through the humanities perspective. This course may be offered in a distance education format. (CSU/UC transferable)

HUM 304 ADVENTURES IN THE PERFORMING ARTS – 0 Units

Grading: Pass/No Pass Only

Class Hours: 3-54 lecture total

This course offers informal explorations of personalities, works and major themes in symphonic and chamber music, opera, modern drama, the American musical, or films. This course is intended for older adults and community members and is designed to promote increased personal appreciation and enjoyment of these forms of artistic expression.

I

INDEPENDENT STUDY (IS)

IS 99/199 INDEPENDENT STUDY – 0.5-3 Units

Note: Any combination of these courses may be repeated three times for a total of four enrollments or a maximum of six independent study units.

Class Hours: 27 hours for each ½ unit

Independent study provides a forum for advanced work in a given field of study. A student may contract with a full-time instructor to do independent study in a specific subject area in which he/she has exhausted the regular curricular offerings. For transfer level courses, the student must have a declared major or already possess a degree and have completed a minimum of 12 transfer units at Shasta College. For non-transfer level courses, the student has completed a minimum of 12 units at Shasta College. (CSU* transferable) *IS 99 only

INDUSTRIAL TECHNOLOGY (INDE)

INDE 1 CAREER PLANNING FOR INDUSTRIAL TECHNOLOGY – 1 Unit

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

Career opportunities and training requirements in Industrial Technology will be examined as well as small business employment and entrepreneurship. Students will be assisted in identifying career and business opportunities and developing career goals. This class is required of all Industrial Technology majors. This course may be offered in a distance education format. (CSU transferable)

INDE 37 Electricity and Electronics – 3 Units

Advisory: MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher; and ENGL 280 with a grade of C or higher, or English Placement Level 4 or higher

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course will provide the theory and hands-on electronic skills necessary for students in vocational or Career Technical Education courses such as those in the Automotive and Diesel Industrial Technology, Computers, Mechatronics, Energy, Heavy Equipment/Transportation programs, and more. Course content includes electrical theory, components testing, and troubleshooting of many types of electrical systems including AC and DC systems. This course may be offered in a distance education format. (CSU transferable)

INDE 38 INTRODUCTION TO INDUSTRIAL MECHATRONICS – 3 Units (form. INDE 138, ELEC 138, ELEC 138/139)

Advisory: INDE 37 with a grade of C or higher; MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher; and ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 36 lecture/54 lab total

This course is designed for students who wish to be introduced to principles of industrial electronics and mechatronics for various vocational and industrial applications. We will be using the Arduino Starter Kit. Topics include theory of DC and AC circuits, semiconductor theory, digital concepts, circuits and systems and their applications, programming logic controls, circuit design, and integrating circuits with computers and machinery. This course may be offered in a distance education format. (CSU transferable)

INDE 40 ENTREPRENEURIAL MANUFACTURING – 2 Units

Advisory: AGMA 44 and BUAD 40 with a grade of C or higher, or WELD 73 with a grade of C or higher, or experience with hand tools, power tools, and machinery

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 108)

This course will introduce students to theory and hands-on skills in small business manufacturing with the intent to develop products that will be manufactured and sold by the students as part of their own small business. This course may be offered in a distance education format. (CSU transferable)

INDE 41 INDUSTRIAL ELECTRONICS – 3 Units

Note: Industry requires a negative drug test result prior to employment
Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course introduces electrical theory and electronic devices with a focus on industrial automation and advanced manufacturing uses. Physical wiring, schematics and relay logic, ladder logic and programmable logic controllers are also introduced. This course may be offered in a distance education format. (CSU transferable)

INDE 42 INDUSTRIAL CONTROL DEVICES – 3 Units

Prerequisite: INDE 41 with a grade of C or higher

Note: Industry requires a negative drug test result prior to employment
Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course introduces industrial control devices used in automation and advanced manufacturing. Devices include motors, sensors, valves, and more. This course also covers the control of these devices by Programmable Logic Controls (PLC) including PLC code using ladder logic with RS 5000, PLC Circuit design, schematics, wiring, troubleshooting and maintenance. This course may be offered in a distance education format. (CSU transferable)

INDE 43 INDUSTRIAL MOTOR CONTROL – 3 Units

Prerequisite: INDE 42 with a grade of C or higher

Note: Industry requires a negative drug test result prior to employment
Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course will introduce industrial Motor Control Centers (MMCs) with a focus on Advanced Manufacturing using Programmable Logic Controls (PLCs) with 3-Phase AC motors. Variable Frequency Drives (VFDs) using Pulse Width Modulation (PWM), Remote Input/Output, Human-Machine Interface (HMI), signaling, and loop control are covered as well as schematics, wiring, PLC ladder logic code for these circuits using RS 5000 and system integration, maintenance and troubleshooting. This course may be offered in a distance education format. (CSU transferable)

INDE 44 INDUSTRIAL PROCESS CONTROL – 3 Units

Prerequisite: INDE 43 with a grade of C or higher

Note: Industry requires a negative drug test result prior to employment
Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course introduces industrial process control using Programmable Logic Controls (PLCs) with loop control. Multiple process systems, Human-Machine Interface (HMI) devices, whole system design, wiring, coding using RS 5000, building, maintenance and troubleshooting are also covered. This course may be offered in a distance education format. (CSU transferable)

INDE 45 INTRODUCTION TO MANUAL MACHINING – 3 Units

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course introduces the operation of manual machining equipment as used in the manufacturing environment, including precision measurement, layout and blueprint reading. A portion of this course may be offered in a distance education format. (CSU transferable)

INDE 46 INTRODUCTION TO CNC MACHINING – 3 Units

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course introduces the operation of CNC machining equipment as used in the manufacturing environment. Precision measurement, layout, blueprint reading, and CAD design are also introduced. A portion of this course may be offered in a distance education format. (CSU transferable)

INDE 47 INTERMEDIATE MACHINING – 3 Units

Prerequisite: INDE 45 with a grade of C or higher

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course is designed to advance manual machining skills with emphasis on more complex work holding and project layout. Course activities align with the National Institute for Metalworking Skills certification and additional advanced machining classes. A portion of this course may be offered in a distance education format. (CSU transferable)

INDE 49 METALLURGY FOR MANUFACTURING – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to give a foundational understanding of the materials used in the manufacturing sector and their application in industry. Additionally, this course covers workability, identification, and material testing. This course may be offered in a distance education format. (CSU transferable)

INDE 51 3D CAD FUNDAMENTALS FOR MANUFACTURING – 3 Units

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

In this course students will use industry-leading 3D modeling software to design components and create component assemblies, with the focus of designing parts for CNC manufacturing. Students will learn to implement concepts such as creating orthographic projections, using dimensioning and tolerancing, and the creation of working drawings. This course may be offered in a distance education format. (CSU transferable)

INDE 94 INDUSTRIAL TECHNOLOGY WORKSITE LEARNING – 1-8 Units

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in 7 units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Industrial Technology Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved industrial technology job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. (CSU transferable)

INDE 101 INDUSTRIAL TRADE BASICS – 3 Units

Class Hours: 54 lecture/13 lab total (when offered in the distance education format, hours will total 175)

This course provides an overview of basic skills required for individuals seeking entry-level employment in industrial occupations. The subjects covered include workplace safety and regulations, hand and power tools, basic rigging, introduction to blueprints, and an overview of soft skills related to effective communications and employability requirements necessary for sustainable employment. This course may be offered in a distance education format.

INDE 102 INDUSTRIAL TRADE ESSENTIALS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 162)

This course provides an overview to fundamental industrial mechanical concepts, principles and equipment. The subjects covered include precision measurement, print reading, hydraulics/pneumatics, lubrication, bearings, flexible belt/mechanical drives and an introduction to basic electricity. A portion of this course may be offered in a distance education format.

INDE 301 INDUSTRIAL TRADE BASICS – 0 Units

Grading: Pass/No Pass Only

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

The course provides an overview of basic skills required for individuals seeking entry-level employment in industrial occupations. The subjects covered include workplace safety and regulations, hand and power tools, basic rigging, introduction to blueprints, and an overview of soft skills related to effective communications and employability requirements necessary for sustainable employment. This course may be offered in a distance education format.

INDE 310 OSHA 10 – 0 Units

Grading: Pass/No Pass Only

Class Hours: 10 lecture total (when offered in the distance education format, hours will total 18)

This ten-hour general industry class is intended to provide training for workers and employers on the recognition, avoidance, abatement, and prevention of safety and health hazards in workplaces in general industry. The program also provides information regarding workers' rights and employer responsibilities. This course may be offered in a distance education format.

INDE 341 INDUSTRIAL ELECTRONICS – 0 Units

Grading: Pass/No Pass Only

Note: Industry requires a negative drug test result prior to employment.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course introduces electrical theory and electronic devices with a focus on industrial and advanced manufacturing uses. Physical wiring, schematics and relay logic, ladder logic and programmable logic controllers are also introduced. This course may be offered in a distance education format.

INDE 342 INDUSTRIAL CONTROL DEVICES – 0 Units

Grading: Pass/No Pass Only

Prerequisite: INDE 341 with a grade of P

Note: Industry requires a negative drug test result prior to employment.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course introduces industrial control devices used in advanced manufacturing. Devices include motors, sensors, valves, and more. This course also covers the control of these devices by Programmable Logic Controls (PLC) including PLC code using ladder logic with RS 5000, PLC Circuit design, schematics, wiring, troubleshooting and maintenance. This course may be offered in a distance education format.

INDE 343 INDUSTRIAL MOTOR CONTROL – 0 Units

Grading: Pass/No Pass Only

Prerequisite: INDE 342 with a grade of P

Note: Industry requires a negative drug test result prior to employment.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course will introduce industrial Motor Control Centers (MMCs) with a focus on Advanced Manufacturing using Programmable Logic Controls (PLCs) with 3-Phase AC motors. Variable Frequency Drives (VFDs) using Pulse Width Modulation (PWM), Remote Input/Output, Human-Machine Interface (HMI), signaling, and loop control are covered as well as schematics, wiring, PLC ladder logic code for these circuits using RS 5000 and system integration, maintenance and troubleshooting. This course may be offered in a distance education format.

INDE 344 INDUSTRIAL PROCESS CONTROL – 0 Units

Grading: Pass/No Pass Only

Prerequisite: INDE 343 with a grade of P

Note: Industry requires a negative drug test result prior to employment.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This course introduces industrial process control using Programmable Logic Controls (PLCs) with loop control. Multiple process systems, Human-Machine Interface (HMI) devices, whole system design, wiring, coding using RS 5000, building, maintenance and troubleshooting are also covered. This course may be offered in a distance education format.

J

JAPANESE (JAPN)

Two years of high school foreign language with grades of "C" or better is equivalent to one semester of foreign language at Shasta College.

JAPN 1 JAPANESE 1 – 5 Units

Grading: Pass/No Pass Option

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

This course is designed to give the student training in pronunciation, essentials of grammar, reading, writing and speaking. The students will learn 58 Kanji. The student is also introduced to the customs and culture of the Japanese people. This course may be offered in a distance education format. (CSU/UC transferable)

JAPN 2 JAPANESE 2 – 5 Units

Grading: Pass/No Pass Option

Prerequisite: A grade of C or higher in JAPN 1 or Foreign Language Placement Level 2 or higher

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

This course is a continuation of JAPN 1. Greater emphasis is placed on writing and the writing system in JAPN 2. Students will learn additional 87 Kanji characters (A total of 145 in Japanese 1 & 2). Further Japanese culture, history, people, life and traditions are provided. This course may be offered in a distance education format. (CSU/UC transferable)

JAPN 3 JAPANESE 3 – 5 Units

Grading: Pass/No Pass Option

Prerequisite: JAPN 2 with a grade of C or higher, or Foreign Language Placement Level 3 or higher

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

This course will give the student higher level language skills necessary to function in an adult environment. Great emphasis is placed on learning how to read and write a number of Kanji characters, and understanding Japan and its people through further Japanese culture, history, life, and traditions. This course may be offered in a distance education format. (CSU/UC transferable)

JAPN 4 JAPANESE 4 – 5 Units

Grading: Pass/No Pass Option

Prerequisite: JAPN 3 with a grade of C or higher, or Foreign Language Placement Level 4

Class Hours: 90 lecture total

This course builds on the higher level language skills acquired in JAPN 3 with greater emphasis on the linguistic diversity needed to function in an adult environment. Emphasis will be on learning to read and write an additional 150 Kanji characters. Stress is placed on Japanese culture. (CSU/UC transferable)

JAPN 19 JAPANESE CONVERSATION 1 – 2 Units

Grading: Pass/No Pass Option

Prerequisite: JAPN 1 with a grade of C or higher, or Foreign Language Placement Level 2

Advisory: English Placement Level 5 or higher

Class Hours: 18 lecture/54 lab total (when offered in the distance education format, hours will total 108)

This course offers intense practice in the spoken language. Course focuses on development of fluency by perfecting speech patterns, increasing vocabulary, and reinforcing pronunciation through simple sentence patterns, audio CDs, oral presentations, interactive communication in activities such as thematically centered conversations and conducting interviews. This course is for the practical use of Japanese. Cultural presentations will also be made through film, filmstrips, anime, music, TV programs, etc. This course may be offered in a distance education format. (CSU transferable)

JAPN 20 JAPANESE CONVERSATION 2 – 2 UnitsGrading: Pass/No Pass OptionPrerequisite: JAPN 19 with a grade of C or higher, or Foreign Language Placement Level 3Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higherClass Hours: 18 lecture/54 lab total

Continuation of JAPN 19. Further intense practice in the spoken language. Course focuses on development of higher fluency by perfecting speech patterns, increasing vocabulary, and reinforcing pronunciation through additional sentence patterns, audio CDs, oral presentations, interactive communication in activities such as thematically centered conversations and conducting interviews. This course is for more advanced practical use of Japanese. Further cultural presentations will also be made through film, filmstrips, anime, music, TV programs, etc. (CSU transferable)

JOURNALISM (JOUR)**JOUR 21 INTRODUCTION TO MASS COMMUNICATIONS – 3 Units**Grading: Pass/No Pass OptionClass Hours: 54 lecture totalC-ID: JOUR 100

This course is designed principally as a survey of the mass media, including newspapers, magazines, radio, television, motion pictures, books, the Internet and new technologies. The course will include study of mass communication theories, the effect of new technologies on society and the history of mass communication media. Students will research and analyze current mass media phenomena and will produce a term paper reflecting their discoveries. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit 3 units between JOUR 21 and SOC 15

JOUR 27 NEWSWRITING AND REPORTING – 3 UnitsGrading: Pass/No Pass OptionAdvisory: Ability to type 25 wpm; ENGL 196 with a grade of C or higher, or English Placement Level 6Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)C-ID: JOUR 110

This course provides an introduction to gathering, synthesizing/organizing, and writing news in journalistic style across multiple platforms. It includes the role of the journalist and related legal and ethical issues. Students will report and write based on their original interviews and research to produce news content. Experiences may include covering speeches, meetings, and other events, writing under deadline and use of AP Style. This course may be offered in a distance education format. (CSU transferable)

JOUR 29 PHOTOJOURNALISM – 2 UnitsNote: Students are urged to furnish own cameraClass Hours: 36 lecture total

This course covers the theory and skills needed in the practice of photography for the print media, including college publications and publicity. The program will employ professionally recognized picture-taking techniques and digital imaging procedures. This course may be offered in a distance education format. (CSU transferable)

K**KINESIOLOGY (KINES)****KINES 1 FOUNDATIONS OF KINESIOLOGY – 3 Units (formerly PE 10, HPE 8)**Grading: Pass/No Pass OptionClass Hours: 54 lecture total (when offered in the distance education format, hours will total 162)C-ID: KIN 100

This course is an introduction of the professional foundations of human movement, including career opportunities in areas of teaching, coaching, Allied Health and fitness; and, it gives an overview of the sub-disciplines in kinesiology. Course topics will include history, philosophy, concepts,

programs, qualification, career, issues, and future of the discipline. This course may be offered in a distance education format. (CSU/UC transferable)

KINES 2 SPORTS EMERGENCY CARE – 3 Units (formerly HLTH 10, PEAT 1, HPE 91)Grading: Pass/No Pass OptionClass Hours: 54 lecture totalC-ID: KIN 101

Theory and practice in care and prevention of athletic injuries. Course will cover basic injury prevention, recognition, emergency care and treatment of injuries. Students will have the opportunity to become certified in professional rescuer, CPR, and AED upon completion of requirements. (CSU/UC transferable)

M**MATHEMATICS (MATH)****MATH 2 PRECALCULUS – 6 Units**Prerequisite: MATH 102 with a grade of C or higher, or Math Placement Level 4 or higherAdvisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higherClass Hours: 108 lecture total (when offered in the distance education format, hours will total 324)Note: Students may take either MATH 2A and MATH 2B, or MATH 2 in order to meet transfer requirements. Successful completion of both MATH 2A and MATH 2B is the equivalent of MATH 2C-ID: MATH 955

A course to prepare the student for MATH 3A (Calculus) utilizing function graphing technology. The content includes linear, absolute value, radical, polynomial, rational, logarithmic, exponential and trigonometric functions, conic sections, polar coordinates, matrices, parametric equations, and their applications. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit 5 units between MATH 2, MATH 2A, MATH 2B, and MATH 13

MATH 2A PRECALCULUS COLLEGE ALGEBRA – 4 UnitsPrerequisite: MATH 102 with a grade of C or higher, or Math Placement Level 4 or higherAdvisory: ENGL 190 with a grade of C or higherNote: Successful completion of both MATH 2A and MATH 2B is the equivalent of MATH 2.Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)C-ID: MATH 955 (with MATH 2B)

This college level course introduces functions and function algebra for majors in science, technology, engineering, and mathematics. The main focus is on linear, absolute value, polynomial, radical, rational, logarithmic and exponential functions. Students will learn algebraic techniques, modeling techniques and technology-based techniques for solving equations involving these functions and for investigating the graphs of these functions. This course may be offered in distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit 5 units between MATH 2, MATH 2A, MATH 2B, and MATH 13

MATH 2AS PRECALCULUS COLLEGE ALGEBRA WITH SUPPORT – 6 UnitsAdvisory: ENGL 196 with a grade of C or higherNote: Successful completion of both MATH 2AS and MATH 2B is the equivalent of MATH 2.Class Hours: 108 lecture total (when offered in the distance education format, hours will total 324)

This course introduces precalculus college algebra with a support component that is designed to help the student who needs additional support to be successful. This college level course introduces functions and function algebra for majors in science, technology, engineering, and mathematics. The main focus is on linear, absolute value, polynomial, radical, rational, logarithmic and exponential functions. Students will learn algebraic techniques, modeling techniques, and technology-based techniques for solving equations involving these functions and for investigating the graphs of these functions. This course may be offered in a distance education format. (CSU transferable)

MATH 2B PRECALCULUS TRIGONOMETRY – 3 Units

Prerequisite: MATH 2A with a minimum grade of C or better, or Math Placement Level 5 or higher

Note: Successful completion of both MATH 2A and MATH 2B is the equivalent of MATH 2.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: MATH 955 (with MATH 2A)

A college-level course on trigonometry utilizing function graphing technology. The content includes trigonometric functions of real numbers and angles, analytic trigonometry and applications, polar coordinates, parametric equations, and an introduction to vectors. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit 5 units between MATH 2, MATH 2A, MATH 2B, and MATH 13

MATH 3A CALCULUS 3A – 4 Units

Prerequisite: MATH 2 or MATH 2B with a grade of C or higher, or Math Placement Level 5 or higher

Advisory: ENGL 190 with a grade of C or higher

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

C-ID: MATH 210; MATH 900 S (with MATH 3B)

This course is the first semester of a four-semester sequence covering differentiation of single variable functions, applications of the derivative, an introduction to integration, and an introduction to differential equations. This course may be offered in a distance education format. (CSU/UC transferable)

MATH 3B CALCULUS 3B – 5 Units

Prerequisite: MATH 3A with a grade of C or higher, or Math Placement Level 6 or higher

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

C-ID: MATH 220; MATH 900 S (with MATH 3A)

This course covers techniques of integration including substitution, integration by parts, and partial fractions; improper integrals; applications of integration to geometry and physics, such as finding areas, volumes and arc length, work, center of mass, and fluid force; sequences and series; absolute convergence and convergence tests; power series, Taylor series, and MacLaurin series; first-order ordinary differential equations and linear second-order differential equations; and parametric and polar curve differentiation and integration. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between MATH 3B and MATH 9

MATH 4A CALCULUS 4A – 4 Units

Prerequisite: MATH 3B with a grade of C or higher, or Math Placement Level 7 or higher

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

C-ID: MATH 230

This course covers vectors in two and three dimensions, multi-variable functions, partial differentiation, multiple integrals, line integrals, divergence, gradient, curl, Stokes' Theorem, Divergence Theorem, and Green's Theorem. This course may be offered in a distance education format. (CSU/UC transferable)

MATH 4B DIFFERENTIAL EQUATIONS – 4 Units

Prerequisite: MATH 3B with a grade of C or higher, or Math Placement Level 7 or higher

Advisory: ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

C-ID: MATH 240

An introduction to ordinary differential equations, using qualitative, numerical, and analytic methods to investigate solutions. The course covers first order equations, systems of first order equations and linear second order equations. Topics include matrix methods, use of complex variables, Laplace transforms, and series solutions. Applications involving modeling with differential equations are included throughout the course. This course may be offered in a distance education format. (CSU/UC transferable)

MATH 6 LINEAR ALGEBRA – 3 Units

Prerequisite: MATH 3A with a grade of C or higher, or Math Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: MATH 250

A first course in linear algebra, this course provides a thorough treatment of systems of linear equations, including row operations, Gaussian elimination, and matrix algebra. Properties of vectors and the theory of vector spaces are covered. Topics include linear independence, inner products, orthogonality, eigenvectors, eigenspaces, and linear transformations. Applications are included throughout the course. This course may be offered in a distance education format. (CSU/UC transferable)

MATH 8 FINITE MATHEMATICS – 3 Units

Prerequisite: MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: MATH 130

The course covers sets, matrices, and systems of equations and inequalities; linear programming; combinatorial techniques; introduction to probability; and mathematics of finance. The course is intended to provide (along with MATH 9) the mathematical skills needed for entry into upper division Business, Social, and Behavioral Science courses. This course may be offered in a distance education format. (CSU/UC transferable)

MATH 9 SURVEY OF CALCULUS – 4 Units

Prerequisite: MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

C-ID: MATH 140

A course in analytic geometry, differential and integral calculus for students whose major requires a short course in calculus without the depth offered in MATH 3A. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between MATH 3B and MATH 9

MATH 11 PATTERNS OF MATHEMATICAL THOUGHT – 3 Units

Prerequisite: MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

Class Hours: 54 lecture total

This course is a one-semester survey course emphasizing mathematical reasoning. Various applications of mathematics are covered with topics selected from: Geometry, Statistics, Management Science, Number Theory, Social Science and Computer Science. The course is designed to give students an understanding of some of the vocabulary and methods of mathematics with a focus on ideas. (CSU/UC transferable)

MATH 13 COLLEGE ALGEBRA FOR LIBERAL ARTS – 3 Units (formerly MATH 1)

Prerequisite: MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

Advisory: ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: MATH 150

This is a college level course that introduces functions and function algebra for majors in the Liberal Arts. The main focus is on linear, polynomial, rational, radical, absolute value, logarithmic and exponential functions and equations. Students will learn algebraic techniques, modeling techniques and technology-based techniques for solving equations and inequalities involving these functions and for investigating the graphs of these functions. This course also covers systems of equations. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit 5 units between MATH 2, MATH 2A, MATH 2B, and MATH 13

MATH 14 INTRODUCTION TO STATISTICS – 4 Units

Prerequisite: MATH 102, MATH 102X, or MATH 114 with a grade of C or higher, or Math Placement Level 4 or higher
Advisory: ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher
Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)
C-ID: MATH 110

An introductory course in statistics designed to show the role of modern statistical methods in the process of decision making. Concepts are introduced by example rather than by rigorous mathematical theory. The following topics will be covered: measures of central tendency and dispersion, regression and correlation, probability, sampling distributions including the normal, t, and chi-square, statistical inference using confidence intervals and hypotheses testing. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between MATH 14 and MATH 14S

MATH 14S STATISTICS WITH SUPPORT – 6 Units

Class Hours: 108 lecture total

An introductory course in statistics with a support component that is designed to help the student who needs additional support to be successful. It will show the role of modern statistical methods in the process of decision making. Concepts are introduced by example rather than by rigorous mathematical theory. The following topics will be covered: measures of central tendency and dispersion, regression and correlation, probability, sampling distributions including the normal, t, and CHI-square, and statistical inference using confidence intervals and hypotheses testing. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units; maximum credit one course between MATH 14 and MATH 14S

MATH 41A CONCEPTS OF ELEMENTARY MATHEMATICS – 3 Units

Prerequisite: MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

Class Hours: 54 lecture total

C-ID: MATH 120

This course emphasizes the development of quantitative reasoning skills through in-depth investigations of mathematics topics, which include: patterns and sequences, inductive and deductive reasoning, problem solving, logic, set theory, set of real numbers and its subsets. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between MATH 41A and MATH 41B

MATH 41B CONCEPTS OF ELEMENTARY MATHEMATICS – 3 Units

Prerequisite: MATH 102 or MATH 102X with a grade of C or higher, or Math Placement Level 4 or higher

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Notes:

1. MATH 41A is not a prerequisite for MATH 41B.
2. This course is valuable for students intending to become elementary school teachers.

Class Hours: 54 lecture total

Survey of the elements of mathematics usually taught in the elementary grades from an advanced standpoint. Emphasis is on geometry, probability and statistics. (CSU/UC* transferable) *UC transfer limit – maximum credit one course between MATH 41A and MATH 41B

MATH 73 CONTEMPORARY MATHEMATICS FOR TECHNICAL FIELDS – 3 Units

Prerequisite: Intermediate Algebra as determined by Multiple Measures or Math Placement Level 4 or higher

Class Hours: 54 lecture total

This course is designed to equip Career Technical Education students with college-level mathematical competencies required in today's workplace. Topics include college-level algebra, measurement units and conversion, estimation, solid figures, geometry, trigonometry, basic statistics, and probability. This course will promote quantitative reasoning through the use of mathematical applications and modeling with an emphasis on CTE topics. These applications and modeling will be reinforced by using requisite tools utilized by CTE courses to enhance students' visualization and problem-solving development. (CSU transferable)

MATH 100 TECHNICAL APPLICATIONS OF MATHEMATICS – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course blends mathematical topics with practical technical applications. Emphasis is placed on the use of mathematics in solving problems involving arithmetic, algebra, and plane geometry. Practical applications are provided for specific technical occupations. This course may be offered in a distance education format.

MATH 101 BASIC ALGEBRA – 3 Units

Prerequisite: MATH 260 with a grade of C or higher, or MATH 230E or MATH 260B with a grade of P, or Math Placement Level 2 or higher

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

A first course in algebra designed to cover the basic concepts and operations of algebra including solving linear equations, exponent laws, arithmetic and factoring of polynomials, and graphing linear equations in two variables. Applications are encountered throughout the course. This course may be offered in a distance education format.

MATH 101L BASIC ALGEBRA LAB – 1 Unit

Grading: Pass/No Pass Only

Corequisite: MATH 101

Class Hours: 54 lab total

This course provides students with hands-on activities that reinforce the concepts of the lecture course, MATH 101. The laboratory is designed to provide students with an opportunity to further investigate the solving of linear equations, exponent laws, arithmetic and factoring of polynomials, and graphing linear equations in two variables.

MATH 102 INTERMEDIATE ALGEBRA – 5 Units

Prerequisite: MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher

Advisory: ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

A second course in algebra at the developmental level. This course prepares the student to take a baccalaureate level general education mathematics course. Topics covered include equations and functions of the following types: quadratic, exponential, logarithmic, rational, and radical. The course also covers systems of linear equations and inequalities in two variables and quadratic inequalities in one variable. Applied problems are encountered throughout the course. This course may be offered in a distance education format.

MATH 102X INTERMEDIATE ALGEBRA WITH SUPPORT – 7 Units

Prerequisite: MATH 240 or MATH 260 with a grade of C or higher, or MATH 260B with a grade of P, or Math Placement Level 2

Class Hours: 117 lecture/27 lab total (when offered in the distance education format, hours will total 378)

This course is intended for students who would place themselves into a Math 101 level class and recommended for students with little or no knowledge of algebra. In Math 102X students will review procedures and concepts from Basic Algebra, through a just in time approach, do activities that promote a deeper understanding of Basic Algebra and Intermediate Algebra, and learn study skills that promote success in Intermediate Algebra. Topics covered include equations and functions of the following types: quadratic, exponential, logarithmic, rational, and radical. The course also covers systems of linear equations and inequalities in two variables and quadratic inequalities in one variable. Applied problems are encountered throughout the course. This course may be offered in a distance education format.

MATH 110 ESSENTIAL MATH (FOR AN ASSOCIATE DEGREE) – 3 Units

Prerequisite: MATH 100 or MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to provide a survey of mathematical topics that are appropriate for students pursuing an Associate Degree. Topics included are number sense, algebra, geometry, probability and statistics.

This course may be offered in a distance education format.

MATH 114 PRE-STATISTICS – 5 Units

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Note: Students may take either MATH 101 and 102, or MATH 102X, or MATH 114 in order to meet the prerequisite for MATH 14.

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

This course prepares students who do not plan to major in math, science, computer science or business for transfer-level Statistics. It is an accelerated course that prepares students for transfer-level Statistics. Topics include ratios, rates, and proportional reasoning, arithmetic reasoning using fractions, decimals and percents, evaluating expressions, analyzing algebraic forms to understand statistical measures, functions, use of linear functions to model bivariate data, and graphical and numerical descriptive statistics for quantitative and categorical data. This course may be offered in a distance education format.

MATH 220 BASIC MATHEMATICS – 3 Units

Advisory: ENGL 260 with a grade of C or higher, or English Placement Level 3 or higher

Class Hours: 54 lecture total

A course covering the basic skills of addition, subtraction, multiplication and division of whole numbers, fractions, and decimals, with word problem applications. Subjects also taught include prime numbers, order of operations, ratios, and proportions.

MATH 260 BASIC MATH AND PRE-ALGEBRA – 5 Units

Advisory: ENGL 260 with a grade of C or higher, or English Placement Level 3 or higher

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

This course covers topics from arithmetic through an introduction to algebra. Topics include basic operations on whole numbers, fractions, mixed numbers, decimal numbers, and signed numbers, along with presenting word problem applications for each. Additional topics include order of operations, ratio and proportion, solving percent problems, and an introduction to variables and beginning concepts of algebra. Algebraic concepts to be introduced include addition, subtraction, multiplication, and division of algebraic expressions and solving algebraic equations. This course may be offered in a distance education format.

MATH 260A MATH MY WAY – 2 Units

Grading: Pass/No Pass Only

Class Hours: 108 lab total (when offered in the distance education format, hours will total 108)

This course will cover topics in arithmetic including but not limited to operations on whole numbers, fractions, and decimals. Development and applications of ratios and proportions will be included as well. This course may be offered in a distance education format.

MATH 260B MATH MY WAY – PRE-ALGEBRA – 2 Units

Grading: Pass/No Pass Only

Class Hours: 108 lab total (when offered in the distance education format, hours will total 108)

This course provides a transition from arithmetic to algebra. It covers a review of arithmetic operations, including the properties of addition, subtraction, multiplication, and division. It introduces the concepts of variables and signed numbers to find the solutions to equations and word problems. This course prepares the student for entry into MATH 101, 100, and/or BUAD 106. This course may be offered in a distance education format.

MATH 304 MATH CAMP – 0 Units

Grading: Pass/No Pass Only

Class Hours: 11 lecture/11 lab total (when offered in the distance education format, hours will total 22)

Math Camp is a 4-day intensive math preparation program designed to prepare students for their upcoming 100-level math course. Students will review material and also work on concepts and problems with which they need further practice. Students are introduced to the big topics that are taught in the 100-level math courses. Students receive training in study skills and test-taking, as well as being introduced to resources that are available to them at the college. Tutors are available throughout the course to assist and support all students. This course may be offered in

a distance education format.

MATH 306 STATS CAMP – 0 Units

Grading: Pass/No Pass Only

Class Hours: 11 lecture/11 lab total (when offered in the distance education format, hours will total 22)

Stats Camp is a 4-day intensive math preparation program designed to prepare students for their upcoming statistics course. Students will review relevant material and work on concepts and problems which will help prepare them for their statistics course. Students are introduced to the big topics that are taught in statistics courses and receive training in study skills and test-taking strategies. Students will also be introduced to resources that are available to them at the college. Tutors are available throughout the course to assist and support all students. This course may be offered in a distance education format.

MICROBIOLOGY (MICR)

MICR 1 MICROBIOLOGY – 5 Units

Prerequisite: CHEM 1A, CHEM 2A, or CHEM 2B with a grade of C or higher

Class Hours: 54 lecture/108 lab total (when offered in the distance education format, hours will total 162 for the lecture portion of the class and an additional 108 hours of lab, totaling 270 hours for this course)

This course is an introduction to microorganisms, including bacteria, viruses, protozoans, fungi, and helminths. Topics covered include the general properties, characteristics, and classification of microbes, microbial identification and control, genetics and biotechnology, physiology, metabolism, and ecology. Also discussed are immunity and the medical impact of microbial diseases. The lecture portion of this course may be offered in a distance education format. (CSU/UC transferable)

MUSIC (MUS)

MUS 1 MUSIC FUNDAMENTALS – 3 Units

Grading: Pass/No Pass Option

Advisory: Concurrent enrollment in MUS 22

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: MUS 110

This is a course in music theory for the general student. It includes pitch notation, melody, rhythm and meter, scales and modes, intervals, keys and key signatures, triads, chords, and solfege. This course is designed for Elementary Education majors and Pre-Music Core Program. A computerized skills tutorial is included in the text and is required. Piano skills are helpful in maximizing learning in this course. Development of skills in handwritten notation is expected. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – no credit if taken after MUS 2

MUS 2 DIATONIC HARMONY AND MUSICIANSHIP – 4 Units

Grading: Pass/No Pass Option

Advisory: MUS 1 with a grade of C or higher

Class Hours: 72 lecture

C-ID: MUS 120

This course is a study of the fundamental elements of music, which include scales, modes, and key signatures; chords; melodic and harmonic intervals; and the handwritten notation of pitch and rhythms of simple and compound meters. This course also studies the structural elements of music including the anatomy of harmony and melody; four part harmonic writing; non-harmonic tones; basic chord progressions; and cadential formulas. This course also includes the integration of both ear training and sight-singing. Analysis of music and composition will be concurrent with materials studied, which include phrase structure, figured bass symbols, and introductory dominant sevenths. This course is designed for the Music Core Program and is the first course of the four-semester music theory sequence required to satisfy the Music Core Program and lower division music transfer. This course may be challenged and is transferable. (CSU/UC transferable)

MUS 3 ADVANCED DIATONIC HARMONY & MUSICIANSHIP – 4 Units

Grading: Pass/No Pass Option

Prerequisite: MUS 2 with a grade of C or higher

Class Hours: 72 lecture (when offered in the distance education format, hours will total 216)

C-ID: MUS 130

This course is designed for the Music Core Program. It is the second course of the four-semester Music Theory Sequence required to satisfy the Music Core Program and lower division music transfer, may be challenged and is transferable. Course content includes idiomatic work from selected historical periods with a critical approach to stylistic analysis. All diatonic chords through the introduction of the V7, the first truly chromatic chord, will be studied. Introduction to two part counterpoint. The syntax of all diatonic chords and their hierarchy in the harmonic language will be learned, along with all inversions. This course applies and develops the rhythmic, melodic, and harmonic materials of Music 2 through ear training, sight singing, analysis, and dictation. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 4 CHROMATIC HARMONY – 4 Units

Grading: Pass/No Pass Option

Prerequisite: MUS 3 with a grade of C or higher

Class Hours: 72 lecture (when offered in the distance education format, hours will total 216)

C-ID: MUS 140

This course applies and develops the rhythmic, melodic, and harmonic materials of MUS 3 through ear training, sight singing, analysis, and dictation. This is the third course of the four-semester music theory sequence required to satisfy the music core program and lower division music transfer, it may be challenged and is transferable. It must be taken for a grade by music majors. This course includes the study of chromatic harmony such as secondary dominants, modulation, borrowed harmony, Neapolitan and augmented 6th chords, as well as binary and ternary form. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 5 TWENTIETH CENTURY HARMONY – 4 Units

Grading: Pass/No Pass Option

Prerequisite: MUS 4 with a grade of C or higher

Class Hours: 72 lecture (when offered in the distance education format, hours will total 216)

C-ID: MUS 150

A study of the composition techniques and harmonic practices of the Twentieth Century and the development of critical judgments about the Century's styles. Not only does this course incorporate the concepts from Music 4, but also in addition, through writing and analysis, it will include: post-Romantic techniques such as borrowed chords and modal mixture, chromatic mediants, Neapolitan and augmented-sixth chords, 9th, 11th and 13th chords, altered chords and dominants; and 20th Century techniques such as: Impressionism, tone rows, set theory, pandiatonicism and polytonalism, meter, rhythm, and minimalistic ideas. This course applies and develops the rhythmic, melodic, and harmonic materials of Music 4 through ear training, sight singing, analysis, and dictation. The course may culminate in the writing of a composition, probably theme and variations. This course utilizes a lab period to build and apply, sight singing dictation and rhythm skills. This is the fourth semester music theory sequence required to satisfy the Music Core Program and lower division music transfer. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 10 MUSIC APPRECIATION – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: MUS 100

The course is a survey of the six historical periods of Western Music, from the Medieval Era to the 21st Century. Students will learn the elements of music, the physical aspects of sound, and the classifications and timbres of common instruments and digital media. Students will learn how music from the past reflects the ideas, art, and politics of the time. This course is recommended for AA Humanities elective, CSU General Ed Arts elective and Pre-Music Program. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 11 HISTORY OF JAZZ AND EARLY ROCK – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is a survey course that covers the characteristics of jazz forms, including ragtime, Dixieland, blues, swing, progressive jazz and rock.

This course gives the student the opportunity to become familiar with all of the various styles of jazz and provides an understanding of the social and technical influences that cause stylistic change. This course is designed to create an interest in music for the non-music major. It is recommended for the Humanities elective. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 14 WORLD MUSIC – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

World Music is an exploration of the musical traditions of selected and representative world musical cultures. Students will learn the basic elements of music, and the different ways to organize music that are connected with various cultural traditions. Students will learn about the intersection of World Music and Cultural Anthropology. This course may be offered in a distance education format. World Music satisfies the Music Core program, and both the GE Humanities and the Multicultural electives. *(CSU/UC transferable)*

MUS 15 HISTORY OF ROCK – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is a survey course that covers the characteristics of Rock forms and important musicians: 1950s (Rockabilly, Little Richard, Chuck Berry, Elvis Presley, Doo-Wop, and various Rhythm & Blues musicians); 1960s (Folk-Rock, Surf-Rock, Motown, Twist, The Beatles, British Invasion, Electric Folk-Rock, Hard Rock, Psychedelic, and Jazz-Rock); 1970s (Heavy Metal, Art Rock, Funk, Glitter, Disco, and Punk); 1980s (New Wave, Hair Metal, Synthpop, and Rap); and 1990s (Grunge, Alternative, and Rap/Hip Hop). The course gives the student the opportunity to become familiar with all the various styles of Rock and provides an understanding of the social and technical influences that cause stylistic change. This course is designed to create an interest in music for the non-music major. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 16 HISTORY OF JAZZ – 3 Units

Class Hours: 54 lecture total

A survey course that covers the characteristics of jazz forms, including Ragtime, Dixieland, Blues, Swing, Bop, Cool, Progressive Jazz, and the origins of new popular genres beginning in the 1950s. The course gives the student the opportunity to become familiar with all of the various styles of jazz and provides an understanding of the social and technical influences that cause stylistic change. This course is designed to create an interest in music for the non-music major. *(CSU/UC transferable)*

MUS 21A BEGINNING GUITAR – 1 Unit (formerly MUS 21, 21A)

Grading: Pass/No Pass Option

Note: Students must provide their own instruments

Class Hours: 9 lecture/27 lab (when offered in the distance education format, hours will total 54)

This is a beginning course in the techniques of guitar, including basic chords, strums, finger-picking, and tuning. Guitar history and styles and music fundamentals are also presented. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 21B INTERMEDIATE GUITAR – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: MUS 21A with a grade of C or higher

Note: Students must provide their own instruments

Class Hours: 9 lecture/27 lab (when offered in the distance education format, hours will total 54)

This is a course designed to move the guitar player beyond basic chord use, to further implement notational skills, right hand skills, and to expand the beginner into the active use of E moveable chords, A moveable chords and the moveable scales that enhance the guitar player's basic skills. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 21C ADVANCED INTERMEDIATE GUITAR – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: MUS 21B with a grade of C or higher

Note: Students must provide their own instruments

Class Hours: 9 lecture/27 lab (when offered in the distance education format, hours will total 54)

This course expands the intermediate guitar player beyond the E and A moveable chord forms and scales into the use of the C moveable chord

and scale form and the G moveable chord and scale. The course will include more advanced right hand techniques and a review of notation, tablature, and song writing skills. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 21D ADVANCED GUITAR – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: MUS 21C with a grade of C or higher

Note: Students must provide their own instruments

Class Hours: 9 lecture/27 lab (when offered in the distance education format, hours will total 54)

This course will take the intermediate beyond the C, A, G, E by the addition of the D form chord and scale. It will develop the use of the rotational inversions of the Five Major moveable forms, allowing the full utilization of the entire fretboard. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 22A BEGINNING PIANO – 1 Unit (formerly MUS 22)

Grading: Pass/No Pass Option

Class Hours: 9 lecture/27 lab (when offered in the distance education format, hours will total 54)

This course is a fundamental course in keyboard techniques (simple piano music, chords, scales, and exercises) and music fundamentals: basic notation, harmony, and meter. Students will learn commonly-used music terms. The course is recommended for Music and Elementary Education majors. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 22B INTERMEDIATE PIANO – 1 Unit (formerly MUS 23, 22BD)

Grading: Pass/No Pass Option

Prerequisite: MUS 22A with a grade of C or higher

Class Hours: 9 lecture/27 lab (when offered in the distance education format, hours will total 54)

This is a fundamental course in keyboard techniques (simple piano music, chords, scales, and exercises) and music fundamentals: basic notation, harmony, and meter. Course is recommended for Music and Elementary Education majors. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 22C ADVANCED INTERMEDIATE PIANO – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: MUS 22B with a grade of C or higher

Class Hours: 9 lecture/27 lab (when offered in the distance education format, hours will total 54)

This course is a fundamental course in keyboard techniques (simple piano music, chords, scales, and exercises) and music fundamentals: basic notation, harmony, and meter. Students will learn commonly-used music terms. The course is recommended for Music and Elementary Education majors. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 22D ADVANCED PIANO – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: MUS 22C with a grade of C or higher

Class Hours: 9 lecture/27 lab (when offered in the distance education format, hours will total 54)

This course is a fundamental course in keyboard techniques (simple piano music, chords, scales, and exercises) and music fundamentals: basic notation, harmony, and meter. Students will learn commonly-used music terms. The course is recommended for Music and Elementary Education majors. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 25A BEGINNING STRINGS – 1 Unit (formerly MUS 25, 25AB)

Grading: Pass/No Pass Option

Note: Instruments provided if available

Class Hours: 9 lecture/27 lab

This course is a beginning course in violin, viola, violoncello, and string bass organized to establish basic skills of tuning, pitch and tone production, both pizzicato and bowed, beginning in the first position until security in the frame of the hand and correct playing position is established. This course teaches elementary shifting (first to third position) on violins/violas, normal and extended (first position) on the cello, and half and first position on string bass. This course can be offered in a distance education format. *(CSU/UC transferable)*

MUS 25B INTERMEDIATE STRINGS – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: MUS 25A with a grade of C or higher

Note: Instruments provided if available

Class Hours: 9 lecture/27 lab

This is an intermediate course in violin, viola, violoncello, and string bass. This course utilizes more advanced positions, bowing techniques, and shifting on all instruments. Bowing techniques include on-the-string bowings such as detache, linked, legato, and mixed bowings when appropriate. This course can be offered in a distance education format. *(CSU/UC transferable)*

MUS 25C ADVANCED INTERMEDIATE STRINGS – 1 Unit (formerly MUS 25CD)

Grading: Pass/No Pass Option

Prerequisite: MUS 25B with a grade of C or higher

Note: Instruments provided if available

Class Hours: 9 lecture/27 lab

This course includes the study of off-the-string bowings, vibrato, and special effects. The major goals of the course are to establish more advanced intermediate skills with sound pedagogy while playing representative string solo music, simple chamber music, duos, trios, and quartets. Baroque and Classic repertoire with correct bowings and proper style are studied. *(CSU/UC transferable)*

MUS 25D ADVANCED STRINGS – 1 Unit (formerly MUS 25CD)

Grading: Pass/No Pass Option

Prerequisite: MUS 25C with a grade of C or higher

Note: Instruments provided if available

Class Hours: 9 lecture/27 lab

This course is an advanced study of off-the-string bowings, vibrato, and special effects. The major goals of the course are to establish advanced skills with sound pedagogy while playing representative string solo music, advanced chamber music, duos, trios, quartets, and orchestra music. Romantic and Contemporary repertoire with correct bowings and proper style will be studied. *(CSU/UC transferable)*

MUS 29 BEGINNING VOICE – 1 Unit (formerly MUS 27A)

Class Hours: 9 lecture/27 lab (when offered in the distance education format, hours will total 54)

This is a beginning course in vocal technique, repertoire, stage deportment, and performance. This course utilizes a variety of vocal genres to teach tone quality, breath control, posture, diction and interpretation. Class performances are required. This course is recommended for Music, Theater Arts, and Elementary Education Majors. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 30 INTERMEDIATE VOICE – 1 Unit (formerly MUS 27B)

Grading: Pass/No Pass Option

Prerequisite: MUS 29 with a grade of C or higher

Class Hours: 9 lecture/27 lab (when offered in the distance education format, hours will total 54)

This is an intermediate course in vocal technique and performance. This course utilizes a variety of vocal literature in English, Italian, and German to teach tone quality, breath control, posture, lyric diction, and interpretation. Class performances are required. This course is recommended for Music Core Program, Theater Arts majors, and Elementary Education majors. This course may be offered in a distance education format. *(CSU/UC transferable)*

MUS 31 CHAMBER CHOIR – 1 Unit (formerly MUS 31AD)

Limitation on Enrollment: Admission to this class will be by audition to determine performance ability. This course is a restricted elective for the Music certificate and Music AA Degree. Non-audition courses that fulfill this requirement: MUS 40 Concert Choir.

Note: Performances are required.

Class Hours: 54 lab total

C-ID: MUS 180

This course is organized for advanced singers, and admission to the class will be by audition to determine performance capability. This course provides performance by solos, duets, trios, quartets, and full ensemble. Literature is selected from all periods of music, and music may be sung in foreign languages. Field trips and performances are required. This course cannot be challenged, must be taken for a grade, and is transferable. Students are expected to progress in skill level to be able to master more advanced material. Note: This course may be repeated

three times for a total of four enrollments since skills are enhanced by supervised repetition and practice. (CSU transferable)

MUS 33 JAZZ ENSEMBLE – 1 Unit (formerly MUS 33AD)

Note: Field trips and performances are required.

Class Hours: 54 lab total

C-ID: MUS 180

This class offers experience in the study and performance of big band commercial and jazz arrangements. This course may be repeated three times for a total of four enrollments since skills are enhanced by supervised repetition and practice. (CSU/UC transferable)

MUS 35 VOCAL JAZZ ENSEMBLE – 1 Unit (formerly MUS 35AD)

Limitation on Enrollment: Admission to this class will be by audition to determine performance ability. This course is a restricted elective for the Music certificate and Music AA Degree. Non-audition courses that fulfill this requirement: MUS 40 Concert Choir, and MUS 41, Shasta College Women's Ensemble.

Note: Performances are required.

Class Hours: 54 lab total

C-ID: MUS 180

This course is for students interested in singing jazz and commercial music. Students will sing jazz music in parts and will learn improvisation, jazz style, basic jazz terminology, and common jazz patterns. Note: This course may be repeated three times for a total of four enrollments since skills are enhanced by supervised repetition and practice. (CSU/UC transferable)

MUS 40 CONCERT CHOIR – 1 Unit (formerly MUS 40AD)

Note: Field trips and performances may be required.

Class Hours: 54 lab total

C-ID: MUS 180

This course is a performing mixed choir (S.A.T.B.) that sings a variety of music, both historical and contemporary. This course teaches fundamentals of reading choral music, using examples from choral literature. Note: This course may be repeated three times for a total of four enrollments since skills are enhanced by supervised repetition and practice. (CSU/UC transferable)

MUS 42 SHASTA COLLEGE CHORALE – 1 Unit (formerly MUS 42AD)

Limitation on Enrollment: Admission to this class will be by audition to determine performance capability. This course is a restricted elective for the Music Certificate and Music AA Degree. Non-audition courses that fulfill this requirement: MUS 40 Concert Choir.

Note: Performances are required.

Class Hours: 54 lab total

C-ID: MUS 180

This course is a performing mixed choir (S.A.T.B.) that sings a variety of music, both historical and contemporary, with an emphasis on large choral forms such as oratorios and cantatas, accompanied by instruments. Note: This course may be repeated three times for a total of four enrollments since skills are enhanced by supervised repetition and practice. (CSU/UC transferable)

MUS 43 SHASTA COLLEGE SYMPHONY ORCHESTRA – 1 Unit (formerly MUS 43AD)

Grading: Pass/No Pass Option

Notes:

1. Field trips and performances are required.
2. This course may be repeated three times for a total of four enrollments since skills are enhanced by supervised repetition and practice.

Limitation on Enrollment: Admission to this class will be by audition to determine performance ability. This course is a restricted elective for the Music Certificate and Music AA Degree.

Class Hours: 54 lab total

C-ID: MUS 180

A college symphony orchestra providing an opportunity for instrumentalists to perform standard and contemporary orchestral literature. Field trips and performances are required. All groups rehearse evenings only. Note: This course may be repeated three times for a total of four enrollments since skills are enhanced by supervised repetition and practice. (CSU/UC transferable)

MUS 44 SHASTA COLLEGE CONCERT ORCHESTRA – 0.5-1 Unit

Grading: Pass/No Pass Option

Notes:

1. Field trips and performances are required.
2. This course may be repeated three times for a total of four enrollments since skills are enhanced by supervised repetition and practice.

Limitation on Enrollment: Admission to this class will be by audition to determine performance ability. This course is a restricted elective for the Music Certificate and Music AA Degree.

Class Hours: 27-54 lab total

C-ID: MUS 180

This course is a college-based symphony orchestra for the training of developing musicians, providing an opportunity to perform standard and contemporary orchestral literature. (CSU/UC transferable)

MUS 46 SHASTA COLLEGE SYMPHONIC BAND – 1 Unit (formerly MUS 46AD)

Notes:

1. Field trips and performances are required.
2. This course includes evening rehearsals.
3. This course may be repeated three times for a total of four enrollments since skills are enhanced by supervised repetition and practice.

Class Hours: 54 lab total

C-ID: MUS 180

This is a course in performance techniques of both standard and contemporary band literature. (CSU/UC transferable)

MUS 47 SHASTA COLLEGE JAZZ ENSEMBLE – 1 Unit (formerly MUS 47AD)

Limitation on Enrollment: Admission to this class will be by audition to determine performance ability. This course is a restricted elective for the Music Certificate and Music AA Degree. Non audition courses that fulfill this requirement: MUS 33 Jazz Ensemble.

Notes:

1. Field trips and performances are required.
2. This course includes evening rehearsals.
3. This course may be repeated three times for a total of four enrollments since skills are enhanced by supervised repetition and practice.

Class Hours: 54 lab total

C-ID: MUS 180

This class offers experience in the study and performance of big-band jazz arrangements. Admission to the class will be by formal audition to determine performance ability [Ed. Code Sect. 58106 (b) (3)]. (CSU/UC transferable)

MUS 48 APPLIED MUSIC – 0.5 Units

Limitation on Enrollment: Student must be a declared Music major, enrolled in a Music Theory class (MUS 2-5), and enrolled in a large music ensemble (MUS 31-51 or 300- 303). Entrance is by audition only. See Music 48 coordinator for audition scheduling.

Class Hours: 27 lab total (when offered in the distance education format, hours will total 27)

C-ID: MUS 160

This course consists of individualized study in instruments or voice using appropriate techniques and repertoire. The emphasis is on the progressive development of skills needed for solo performance in preparation for transfer to a CSU/UC music degree program. Achievement is evaluated through a juried performance. Entrance is by audition. This course may be offered in a distance education format. (CSU/UC transferable)

MUS 50 VOCAL INSTITUTE – 1-3 Units

Notes:

1. Field trips and performances are required.
2. This course may be repeated three times for a total of four enrollments.

Class Hours: 9-27 lecture/27-81 lab total (when offered in the distance education format, hours will total 54 to 162)

The Vocal Institute is an intensive course of both vocal and dramatic instruction in an applied performance setting for students who are interested in dramatic vocal performance. Content includes repertoire instruction in art song, musical theater and opera. It is an applied activity

course that includes lectures, assignments, rehearsals and studio tutorials. Students learn vocal technique, lyric diction, solo and ensemble performance, character development, stagecraft and movement, and score reading. Art songs and scenes are performed in original languages, including Italian, French, German and English. Skills are built through supervised application resulting in improved performance. Class includes staged performance of art song, opera and musical theater literature. This course may be offered in a distance education format. (CSU/UC transferable)

MUS 51 OPERA IN PERFORMANCE – 1-3 Units

Notes:

1. Field trips and performances are required.
2. This course may be repeated three times for a total of four enrollments.

Class Hours: 54-162 lab total (when offered in the distance education format, hours will total 54-162)

This course provides for skill development, both vocal and dramatic, at all levels, beginning through advanced, in an applied performance setting for students who are interested in classical dramatic vocal performance. It is an applied activity course in which skills are built through supervised application resulting in improved performance. Emphasis is on solo, small ensemble and chorus performance. Class culminates with fully- or partially-staged performances of opera literature. This course may be offered in a distance education format. (CSU/UC transferable)

MUS 64 BEGINNING KEYBOARD SKILLS – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: MUS 1 with a grade of C or higher

Class Hours: 54 lab total

A laboratory course to build and apply beginning keyboard skills utilizing the basic concepts of the lecture course, MUS 2. (CSU/UC transferable)

MUS 65 INTERMEDIATE KEYBOARD SKILLS – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: MUS 64 with a grade of C or higher

Class Hours: 54 lab total

A laboratory course to build and apply intermediate keyboard skills utilizing the basic concepts of the lecture course, MUS 3. (CSU/UC transferable)

MUS 66 ADVANCED-INTERMEDIATE KEYBOARD SKILLS – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: MUS 65 with a grade of C or higher

Class Hours: 54 lab total

A laboratory course to build and apply advanced-intermediate keyboard skills utilizing the basic concepts of the lecture course, MUS 4. (CSU/UC transferable)

MUS 67 ADVANCED KEYBOARD SKILLS – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: MUS 66 with a grade of C or higher

Class Hours: 54 lab total

A laboratory course to build and apply advanced keyboard skills utilizing the basic concepts of the lecture course, MUS 5. (CSU/UC transferable)

MUS 301 ORCHESTRA FOR SENIORS – 0 Units

Grading: Pass/No Pass Only

Note: While this is an open enrollment class, an assessment will be conducted by the instructor at the start of the class to determine if the student has the required ability to participate in performances.

Class Hours: 9-54 lab total

This course is designed to offer opportunities for older adults to participate in ensemble music with the Symphony Orchestra.

MUS 302 SYMPHONIC BAND FOR SENIORS – 0 Units

Grading: Pass/No Pass Only

Note: While this is an open enrollment class, an assessment will be conducted by the instructor at the start of the class to determine if the student has the required ability to participate in performances. Field trips and performances are required.

Class Hours: 54 lab total

This course is designed to offer opportunities for older adults to participate in ensemble music with the Symphonic Band.

MUS 303 MUSIC FOR SENIORS – 0 Units

Grading: Pass/No Pass Only

Advisory: Demonstrated proficiency in the performance medium.

Note: While this is an open enrollment class, an assessment will be conducted by the instructor at the start of the class to determine if the student has the required ability to participate in performances.

Class Hours: 18-54 lab total

This course is designed to offer opportunities for older adults to participate in music performance.

MUS 321 Community Guitar – 0 Units

Grading: Pass/No Pass Only

Note: Students must provide their own instruments.

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This is a course in guitar techniques, including basic chords, strums, finger-picking, and tuning. Guitar history, styles, and music fundamentals are also presented. This course is designed for older adults but is open to all students. This course may be offered in a distance education format.

MUS 325 Beginning Strings– 0 Units

Grading: Pass/No Pass Only

Class Hours: 9 lecture/27 lab total (when offered in the distance education format, hours will total 54)

This course is a beginning course in violin, viola, violoncello, and string bass organized to establish basic skills of tuning, pitch and tone production, both pizzicato and bowed, beginning in the first position until security in the frame of the hand and correct playing position is established. Elementary shifting first to third position on violins/violas. Normal and extended first position on the cello. Half and first position on string bass. This course is designed for older adults but is open to all students. This course may be offered in a distance education format.

N

NATURAL HISTORY (NHIS)

NHIS 5 NATURAL HISTORY OF THE NEOTROPICS – 3 Units

Note: Due to the focus of this course, class time at a neotropical site may be required.

Class Hours: 54 lecture (when offered in the distance education format, hours will total 162)

This course will focus on the evolution and interdependence of biotic communities and ecosystem components of the Neotropics, with an emphasis on rainforest and tropical reef systems. Major topics covered will include species diversity, species adaptation, energy flow and nutrient cycling, underlying geologic and climatic forces influencing the neotropical region, as well as human influence and biodiversity conservation. This course may be offered in a distance education format. (CSU/UC transferable)

NHIS 5L NATURAL HISTORY OF THE NEOTROPICS LABORATORY – 1 Unit

Corequisite: NHIS 5

Class Hours: 54 lab total

This course accompanies NHIS 5 Natural History of the Neotropics and represents the application of concepts presented in that course. Laboratory work will include field explorations through various habitats such as tropical forests, riparian systems, coasts, and reefs. Activities will include, species collections and identification, habitat characterization and data collection techniques, analysis and their synthesis to evaluate the quality of a given habitat. In support of habitat activities, map reading will be introduced as well as sampling methods and their statistical differences. Neotropical natural resources, especially their exploitation, will be considered in terms of impacts to habitat quality, local economies and the global carbon cycle with an effort to identify sustainable practices that support bioconservation. (CSU/UC transferable)

NHIS 15 NATURAL HISTORY OF CALIFORNIA – 3 Units

Grading: Pass/No Pass Option

Note: Required day field trips

Class Hours: 54 lecture total

This course is designed to give the student a unified view of the natural history of California with an emphasis on Northern California. The geology, weather, ecology, life zones, plant and animal species, and aquatic and mountain environments are emphasized. This course may

be offered in a distance education format. *(CSU/UC transferable)*

NHIS 65 NATURAL HISTORY OF NORTHWEST CALIFORNIA – 1 Unit

(formerly NHIS 65AB)

Grading: Pass/No Pass Option

Note: Students must provide their own camping gear and food. The college supplies and requires bus transportation for no additional cost.
Class Hours: 9 lecture/27 lab total - includes one orientation meeting plus one weekend

This course is a three day, two-night field trip with pre-trip introductory lectures on campus that explore the natural history of the northwestern region of California, with an emphasis on the northern California coast. Students will explore the region and become familiar with the organisms and ecological interactions occurring in the various plant communities and intertidal zones. *(CSU transferable)*

NATURAL RESOURCES

See AGNR for course listings

NURSING

See REGN or VOCN for course listings

NUTRITION (NUTR)

NUTR 25 NUTRITION – 3 Units (formerly FSS 25, HOEC 25)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: NUTR 110

This course includes a study of the science of food, the nutrients and other substances therein, and their actions, interactions, and balance in relation to health and disease. The class emphasizes the positive contributions of nutrition to life and health. This course may be offered in a distance education format. *(CSU/UC transferable)*

NUTR 27 NUTRITION AND DISEASE – 2 Units (formerly FSS 27)

Prerequisite: NUTR 25 with a grade of C or higher

Note: Upon successful completion of the course (a grade of B or better), licensed nurses will receive 30 CE hours under BRN Provider #396.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course offers a comprehensive therapeutic study of the relationship between a patient, their diet, and optimum health. Physiological conditions that necessitate dietary modifications in the clinical setting will be stressed. This course is offered in a distance education format. *(CSU transferable)*

O

OFFICE ADMINISTRATION (OAS)

See BSOT for course listings

P

PHILOSOPHY (PHIL)

PHIL 6 INTRODUCTION TO PHILOSOPHY – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 1A with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: PHIL 100

This is a transfer-level humanities course introducing students to some of the major philosophical issues in the history of philosophy through the critical examination of primary texts. It will both explore what is special about the questions philosophers ask and consider the most famous answers philosophers have given to those questions. Areas covered include philosophy of mind, epistemology, metaphysics, moral philosophy, political philosophy, philosophy of science, aesthetics, and

philosophy of religion. The course may be offered in a distance education format. *(CSU/UC transferable)*

PHIL 7 ETHICS: UNDERSTANDING RIGHT AND WRONG – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 1A with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: PHIL 120

This course critically examines the concept of morality as well as a number of representative ethical theories, such as Kantianism, Utilitarianism, Contractarianism, Divine Command Theory and Virtue Ethics. It also introduces students to a range of moral and social problems such as abortion, euthanasia, capital punishment, cloning, warfare, gender and sexuality issues, political and economic issues, and the moral status of the natural world. This course may be offered in a distance education format. *(CSU/UC transferable)*

PHIL 8 LOGIC – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 1A with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: PHIL 110

Logic is the science that evaluates arguments. This course introduces principles of reasoning with an emphasis on deductive logic. It will provide students with extensive experience in identifying a range of correct and incorrect argument forms using the tools of formal logic. The course may include a treatment of inductive reasoning and fallacies. This course may be offered in a distance education format. *(CSU/UC transferable)*

PHIL 14 MODERN WESTERN PHILOSOPHY – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: PHIL 140

This course focuses on Western Philosophy from the 16th to the 18th century, with emphasis on broad epistemological and metaphysical developments of empiricism and rationalism in philosophical thought from Descartes to Kant. It may include proximate precursors and successors. This course may be offered in a distance education format. *(CSU/UC transferable)*

PHYSICAL EDUCATION (PE)

HEALTH AND WELLNESS

PE 4 LIFETIME FITNESS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 36 lecture/54 lab total (when offered in the distance education format, hours will total 108 for the lecture portion of the class and an additional 54 hours of lab, totaling 162 hours for this course)

In keeping with the primary purpose of wellness, this course is designed to provide insight relative to the values derived by enriching the quality of our lives. Further, it includes the mechanisms for identifying individual needs and providing the means for measurement and improvement of lifestyles to reach a higher level of well-being. This course provides a personalized approach to assess and prescribe the necessary programs to improve the components of physical fitness and wellness. In addition to the health related components of physical fitness (cardiovascular, muscular strength and endurance, muscular flexibility, body composition), topics covered include nutrition and weight control, cardiovascular risk reduction, stress management, drug and alcohol abuse, AIDS, and environmental health issues. This course further prepares enrollees in successfully passing certification testing conducted by National Council on Strength and Fitness. The lecture portion of this course may be offered in a distance education format. *(CSU/UC* transferable)* *UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75

PHYSICAL EDUCATION/FITNESS & CONDITIONING

PE 7 INDIVIDUAL PHYSICAL FITNESS – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 54 lab total

This course provides general physical conditioning through participation in an individualized exercise program. Emphasis is placed on activities that contribute to lifelong wellness and sustainability. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75

PE 8 INDIVIDUAL PHYSICAL PERFORMANCE – 1 UnitGrading: Pass/No Pass OptionClass Hours: 54 lab total

This course provides specific physical conditioning through participation in an individualized exercise program. Emphasis is placed on activities that contribute to long-term athletic development and athletic performance. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75

PE 11 FUNDAMENTAL CONDITIONING – 1 Unit (formerly HPE 1AD)Grading: Pass/No Pass OptionClass Hours: 54 lab total

This course is designed for students who wish to assess and improve physical fitness levels and encourage a healthy attitude toward overall physical conditioning and fitness. Students receive instruction concerning the theories and practical activities involved in obtaining and maintaining an appropriate level of physical fitness, and through this process the students gain the ability to develop strategies and knowledge to make informed decisions for healthy lifestyle habits. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75

PE 12A BEGINNING WEIGHT TRAINING AND FITNESS – 1 Unit (formerly PE 12, HPE 24AD)Grading: Pass/No Pass OptionClass Hours: 54 lab total

This course is an introduction to weight training and fitness. It will include the safety aspects of successful weight training and techniques associated with a well-rounded beginning weight training program. This class will focus on the introduction of basic core lifts primarily through the use of weight lifting machines and circuit training programs that target the major muscle groups and emphasize the connection between cardiovascular fitness and strength training. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75

PE 12B INTERMEDIATE WEIGHT TRAINING AND FITNESS – 1 UnitGrading: Pass/No Pass OptionPrerequisite: PE 12A with a grade of C or higherClass Hours: 54 lab total

This course is for the intermediate level weight training and fitness student that has successfully passed PE 12A, Beginning Weight Training and Fitness. It will teach the intermediate level weight training and fitness student the safety issues and techniques involved in using free weight resistant training exercises. Emphasis will be on developing a workout program that includes the use of free weight (dumbbell and barbell), power lifting techniques, and Olympic lifts for total development of the various muscle groups. Through the use of cardiovascular exercises and resistance exercises, the student will be able to develop a high level of whole body fitness. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75

PE 12C ADVANCED WEIGHT TRAINING AND FITNESS – 1 UnitGrading: Pass/No Pass OptionPrerequisite: PE 12B with a grade of C or higherClass Hours: 54 lab total

This course is an advanced weightlifting and fitness class where students sets their own goals and develop programs to meet their goals. This class will focus on the student's ability to generate, assess and apply an individual fitness program to meet individual fitness goals, and encourage lifetime fitness. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75

PE 17A BEGINNING YOGA – 1 Unit (formerly PE 17)Grading: Pass/No Pass OptionClass Hours: 54 lab total (when offered in the distance education, hours will total 54)

Students will be introduced to the practice of yoga. Students will learn

basic yoga postures. Students will study and practice the principles of yoga exercise through self-awareness, breathing, relaxation, visualization, and meditation. The origin and history of yoga as a form of healthful exercise will also be discussed. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75

PE 17B INTERMEDIATE YOGA – 1 UnitGrading: Pass/No Pass OptionPrerequisite: PE 17A with a grade of C or higherClass Hours: 54 lab total (when offered in the distance education, hours will total 54)

The Intermediate Yoga course will build on the concepts from the Beginning Yoga course. Students will advance their knowledge of principles of yoga. Students will practice higher levels of self-awareness, breathing, relaxation, visualization, and meditation. Students will learn specific yoga patterns and practices designed to be done independently. Students will be introduced to Sanskrit, yoga vocabulary, and chakra balancing philosophies. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75

PE 17C Fusion Yoga – 1 UnitGrading: Pass/No Pass OptionClass Hours: 54 lab total (when offered in the distance education, hours will total 54)

Fusion yoga blends traditional yoga with other forms of fitness such as Pilates and resistance training. Students will complete a variety of exercises using the principles of yoga including self-awareness, breathing, relaxation, visualization, and meditation. The principles of yoga will be combined with other fitness regimens aimed at increasing heart rate and muscle stress. Students will learn specific yoga patterns and practices interspersed with Pilates, strength training, and light cardio. The course includes core-specific training along with balance and proper alignment. This course may be offered in a distance education format. (CSU transferrable)

AQUATICS**PE 30A BEGINNING SWIMMING – 1 Unit (formerly PE 30, HPE 40AD)**Grading: Pass/No Pass OptionClass Hours: 54 lab total

This class is designed to offer instruction in aquatic skills necessary for survival, efficiency in swimming, and conditioning in the aquatic environment. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75

PE 30B INTERMEDIATE SWIMMING – 1 UnitGrading: Pass/No Pass OptionPrerequisite: PE 30A with a grade of C or higherClass Hours: 54 lab total

This course is designed to help the intermediate swimmer improve cardiovascular endurance through swimming and to teach sound individual conditioning techniques. Instruction will emphasize freestyle and backstroke. Each student will progress toward becoming an endurance swimmer for enhanced fitness. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75

PE 30C ADVANCED SWIMMING – 1 UnitGrading: Pass/No Pass OptionClass Hours: 54 lab total

This course is designed to develop training skills, knowledge, strategy, and appreciation of competitive swimming for the advanced swimmer. Students that are preparing for competitive team, club, or triathlon training are encouraged to enroll in this course. (CSU/UC* transferable) *UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75

PE 31 AQUA AEROBICS – 1 Unit (formerly HPE 79AD)Grading: Pass/No Pass OptionClass Hours: 54 lab total

Aqua aerobics is an activity/fitness class where the student will be exposed to basic aquatic aerobic exercises. Water is the perfect medium for providing natural resistance for toning, firming, and strengthening the whole body. Exercising in water provides the student an opportunity to

gain higher levels of fitness while minimizing the harsh impact to the body and joints like land base exercises do. This class includes upright movement skills, and is not a swimming class. *(CSU/UC* transferable)*
**UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75*

PE 35 LIFEGUARD TRAINING – 2 Units (formerly HPE 43AB)

Grading: Pass/No Pass Option

Advisory: Red Cross Level VII swimming skills.

Class Hours: 27 lecture/27 lab total

This course is designed to provide training and prepare students for certification in American Red Cross Lifeguard Training, Professional Rescuers CPR, and First Aid Basics. Note: Students who are legally mandated to repeat this course can contact the Division for details on how to enroll. *(CSU/UC transferable)*

PE 37 SPRINGBOARD DIVING – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 54 lab total

This course is designed to present diving skills and techniques for both the one (1) meter and three (3) meter spring diving board, and criteria used to judge or score a dive. *(CSU/UC* transferable)* **UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75*

DANCE

For Dance courses, refer to DAN in the catalog

RACQUET SPORTS

PE 51A BEGINNING TENNIS – 1 Unit (formerly PE 51, HPE 35AD)

Grading: Pass/No Pass Option

Class Hours: 54 lab total

This course is designed for the beginning tennis player. This course emphasizes the fundamentals, techniques, and rules of the game of tennis. *(CSU/UC* transferable)* **UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75*

PE 51B INTERMEDIATE TENNIS – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: PE 51A with a grade of C or higher

Class Hours: 54 lab total

This tennis course is designed for the player who has achieved a degree of stroke accuracy and dependability. This course will emphasize power, spin and controlled depth of shots. Footwork and game plan strategies will be developed along with first serve offensive shots. *(CSU/UC* transferable)* **UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75*

PE 51C ADVANCED TENNIS – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: PE 51B with a grade of C or higher

Class Hours: 54 lab total

This course will help prepare the student for competitive tennis play. The course will take students with an intermediate level of skill development in all phases of the game of tennis and work to improve the power and consistency with which these skills are used. In addition to improved use of tennis skills, the course will also focus on successful strategies of both singles and doubles play. *(CSU/UC* transferable)* **UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 32, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75*

INDIVIDUAL SPORTS AND TEAM SPORTS

PE 60 SELF-DEFENSE – 1 Unit (formerly HPE 2AD)

Grading: Pass/No Pass Option

Class Hours: 54 lab total

This course is designed to teach students techniques in self-defense. The student will acquire fundamental skills in stances, punches, blocks, kicks, and escape maneuvers. *(CSU/UC* transferable)* **UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75*

PE 69 FOOTBALL – 1 Unit (formerly HPE 3AD)

Grading: Pass/No Pass Option

Class Hours: 54 lab total

This course is designed to teach the fundamental skills and knowledge necessary to participate in the game of football with a strong emphasis

on team play. *(CSU/UC* transferable)* **UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75*

PE 70A BEGINNING VOLLEYBALL – 1 Unit (formerly PE 70, HPE 6AD)

Grading: Pass/No Pass Option

Class Hours: 54 lab total

This is an introduction to the game of volleyball with beginning skills and an understanding and appreciation for the game of volleyball. Demonstration, drills, and practice will provide the student with the opportunity to develop basic skills. Rules, basic strategy, and team play will enhance the student's knowledge to continue this activity at a higher level. *(CSU/UC* transferable)* **UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75*

PE 70B INTERMEDIATE VOLLEYBALL – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: PE 70A with a grade of C or higher

Class Hours: 54 lab total

This course is designed to improve player skills, techniques, and knowledge at an intermediate level for the game of volleyball. Demonstration and drills/practice will provide the student with the opportunity for improving skills level. Intermediate skills, such as quick offensive/attack will be demonstrated and rehearsed. Students will have the opportunity to evaluate and apply knowledge of "out-of-system" play. *(CSU/UC* transferable)* **UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75*

PE 70C ADVANCED VOLLEYBALL – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: PE 70B with a grade of C or higher

Class Hours: 54 lab total

This course is designed to continue furthering a student's knowledge of the rules and strategies of volleyball as well as practicing the ability to perform volleyball skills. Higher-level skills and strategies corresponding to the course objectives will be taught and practiced during this course. Demonstration, drills, practice, team play, and video analysis will provide the student with opportunities to improve their personal, as well as their team, skills. Advanced skills, such as slide hitting, multiple attack offense, and jump serving, will be demonstrated and rehearsed. Students will learn to evaluate and apply various offensive and defensive systems. *(CSU/UC* transferable)* **UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75*

PE 71 SOFTBALL – 1 Unit (formerly HPE 5AD)

Grading: Pass/No Pass Option

Class Hours: 54 lab total

This course is designed to teach the fundamental skills and knowledge necessary to participate in the game of softball with a strong emphasis on team play. *(CSU/UC* transferable)* **UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 15, 16, 17A, 17B, 30A, 30B, 30C, 31, 32, 37, 51A, 51B, 51C, 60, 62, 69, 70A, 70B, 70C, 71, 72, 73, 74, and 75*

PE 72 BASEBALL – 1 Unit (formerly HPE 5AD)

Grading: Pass/No Pass Option

Class Hours: 54 lab total

This course is designed to teach the fundamental skills and knowledge necessary to participate in the game of baseball with a strong emphasis on team play. *(CSU/UC* transferable)* **UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75*

PE 75 BASKETBALL – 1 Unit (formerly HPE 4AD)

Grading: Pass/No Pass Option

Class Hours: 54 lab total

This course is designed to develop basic skills, understanding and appreciation for the game of basketball. The use of lecture, demonstration and drills will provide the student with the opportunity for skill development. Rules, strategy, and team play will enhance the student's knowledge of the game of basketball. *(CSU/UC* transferable)* **UC transfer limit – maximum credit 4 units between PE 4, 7, 8, 11, 12A, 12B, 12C, 17A, 17B, 30A, 30B, 30C, 31, 37, 51A, 51B, 51C, 60, 69, 70A, 70B, 70C, 71, 72, and 75*

PHYSICAL EDUCATION – ATHLETICS (PEAT)

PEAT 5 INTERCOLLEGIATE FOOTBALL – 3 Units

(formerly HPE 14AB)Grading: Pass/No Pass OptionNote: Tryouts may be required to determine performance capability. This course is designed for the intercollegiate football athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 162-175 hours total

This course includes football instruction, practice, and competition at the intercollegiate level. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

**PEAT 7 INTERCOLLEGIATE VOLLEYBALL – 3 Units
(formerly HPE 61AB)**Grading: Pass/No Pass OptionNote: Tryouts may be required to determine performance capability. This course is designed for the intercollegiate volleyball athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 162-175 hours total

This course includes volleyball instruction, practice and competition at the intercollegiate level. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

**PEAT 9 INTERCOLLEGIATE CROSS COUNTRY – 3 Units
(formerly HPE 29AB)**Grading: Pass/No Pass OptionNote: Tryouts may be required to determine performance capability. This course is designed for the intercollegiate cross-country athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 162-175 hours total

This course offers cross country instruction, practice and competition at the intercollegiate level. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

**PEAT 11 INTERCOLLEGIATE BASKETBALL – 1-3 Units
(formerly HPE 15AB)**Grading: Pass/No Pass OptionNote: Tryouts may be required to determine performance capability. This course is designed for the intercollegiate basketball athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 54-175 lab hours total

This course is designed for the intercollegiate basketball athlete. The focus of this course is on basketball instruction, practice, and competition at the intercollegiate level. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

**PEAT 13 INTERCOLLEGIATE SOFTBALL – 3 Units
(formerly HPE 62AB)**Grading: Pass/No Pass OptionNote: Tryouts may be required to determine performance capability. This course is designed for the intercollegiate softball athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 162-175 hours total

This course focuses on softball instruction, practice and competition at the intercollegiate level. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

**PEAT 15 INTERCOLLEGIATE BASEBALL – 3 Units
(formerly HPE 16AB)**Grading: Pass/No Pass OptionNote: Tryouts may be required to determine performance capability. This course is designed for the intercollegiate baseball athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 162-175 hours total

This course focuses on baseball instruction, practice and competition at the intercollegiate level. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

**PEAT 17 INTERCOLLEGIATE TRACK AND FIELD – 3 Units
(formerly HPE 18AB)**Grading: Pass/No Pass OptionNote: Tryouts may be required to determine performance capability. This course is designed for the intercollegiate track and field athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 162-175 hours total

This course encompasses track and field instruction, practice and competition at the intercollegiate level. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

**PEAT 19 INTERCOLLEGIATE TENNIS – 3 Units
(formerly HPE 17AB)**Grading: Pass/No Pass OptionNote: Tryouts may be required to determine performance capability. This course is designed for the intercollegiate tennis athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 162-175 hours total

This course provides tennis instruction, practice, and competition at the intercollegiate level. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

**PEAT 23 INTERCOLLEGIATE SOCCER – 3 Units
(formerly HPE 71AB)**Grading: Pass/No Pass OptionNote: Tryouts may be required to determine performance capability. This course is designed for the intercollegiate soccer athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 162-175 hours total

This course covers soccer instruction, practice, and competition at the intercollegiate level. This course is repeatable in accordance with title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

**PEAT 25 INTERCOLLEGIATE SWIMMING AND DIVING – 3 Units
(formerly HPE 82AB)**Grading: Pass/No Pass OptionNote: Tryouts may be required to determine performance capability. This course is designed for the intercollegiate swimming and diving athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 162-175 hours total

This course provides swimming and diving instruction, practice, and competition at the intercollegiate level. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

PEAT 29 INTERCOLLEGIATE WRESTLING – 3 UnitsGrading: Pass/No Pass OptionNote: Tryouts may be required to determine performance capability. This course is designed for the intercollegiate wrestler. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 162-175 lab total

This course covers wrestling instruction, practice, and competition at the intercollegiate level. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for a particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

PEAT 35 INTERCOLLEGIATE WOMEN'S BEACH VOLLEYBALL – 3 UnitsGrading: Pass/No Pass OptionNote: Tryouts may be required to determine performance capability. This course is designed for the intercollegiate women's beach volleyball athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 162 lab total

This course covers beach volleyball instruction, practice, and competition at the intercollegiate level. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student's eligibility for the particular sport.

(CSU/UC transferable) *UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

PEAT 41 OFF-SEASON FOOTBALL TRAINING – 1-3 UnitsGrading: Pass/No Pass OptionNote: This course is designed for the intercollegiate football athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 54-175 lab total

This course is designed for the development of the intercollegiate football player during the off-season of competition. Through the use of specialized strength/conditioning programs and football specific drills and techniques, the student will be provided the opportunity to increase their strength, endurance, and football abilities/skills to prepare them for the intercollegiate football season. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

PEAT 42 OFF-SEASON SOCCER TRAINING – 1-3 UnitsGrading: Pass/No Pass OptionNote: This course is designed for the intercollegiate soccer athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 54-175 lab total

This is an intercollegiate class designed for the development of the soccer athlete during the off-season of competition. The course will involve strength and conditioning programs as well as specific skills and techniques for the sport of soccer that will help prepare the athlete for the next intercollegiate sport season. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)*

**UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

PEAT 43 OFF-SEASON VOLLEYBALL TRAINING – 1-3 UnitsGrading: Pass/No Pass OptionNote: This course is designed for the intercollegiate volleyball athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 54-175 lab total

This is an intercollegiate class designed for the development of the volleyball athlete during the off-season of competition. The course will involve strength and conditioning programs as well as specific skills and techniques for the sport of volleyball that will help prepare the athlete for the next intercollegiate sport season. This course is repeatable in accordance with Title 5 regulations. The California Community College

Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable) *UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

PEAT 44 OFF-SEASON WRESTLING TRAINING – 1-3 UnitsGrading: Pass/No Pass OptionNote: This course is designed for the intercollegiate wrestler. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 54-175 lab total

This is an intercollegiate class designed for the development of the wrestler during the off-season of competition. The course will involve strength and conditioning programs as well as specific skills and techniques for the sport of wrestling that will help prepare the athlete for the next intercollegiate sport season. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport.

(CSU/UC transferable) *UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

PEAT 45 OFF-SEASON BASKETBALL TRAINING – 1-3 UnitsGrading: Pass/No Pass OptionNote: This course is designed for the intercollegiate basketball athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 54-175 lab total

This is an intercollegiate class designed for the development of the basketball athlete during the off-season of competition. The course will involve strength and conditioning programs as well as specific skills and techniques for the sport of basketball that will help prepare the athlete for the next intercollegiate sport season. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport.

(CSU/UC transferable) *UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

PEAT 46 OFF-SEASON BASEBALL TRAINING – 1-3 UnitsGrading: Pass/No Pass OptionNote: This course is designed for the intercollegiate baseball athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 54-175 lab total

This is an intercollegiate class designed for the development of the baseball athlete during the off-season of competition. The course will involve strength and conditioning programs as well as specific skills and techniques for the sport of baseball that will help prepare the athlete for the next intercollegiate sport season. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport.

(CSU/UC transferable) *UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

PEAT 47 OFF-SEASON SOFTBALL TRAINING – 1-3 UnitsGrading: Pass/No Pass OptionNote: This course is designed for the intercollegiate softball athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.Class Hours: 54-175 lab total

This is an intercollegiate class designed for the development of the softball athlete during the off-season of competition. The course will involve strength and conditioning programs as well as specific skills and techniques for the sport of softball that will help prepare the athlete for the next intercollegiate sport season. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport.

(CSU/UC transferable) *UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51*

PEAT 48 OFF-SEASON SWIMMING AND DIVING TRAINING – 1-3 UnitsGrading: Pass/No Pass OptionNote: This course is designed for the intercollegiate swimmer and diver. Although this class is designed for the intercollegiate athlete, it is open

to all individuals.

Class Hours: 54-175 lab total

This is an intercollegiate class designed for the development of the swimming and diving athlete during the off season of competition. The course will involve strength and conditioning programs as well as specific skills and techniques for the sport of swimming and diving that will help prepare the athlete for the next intercollegiate sport season. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)* *UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51

PEAT 49 OFF-SEASON TENNIS TRAINING – 1-3 Units

Grading: Pass/No Pass Option

Note: This course is designed for the intercollegiate tennis athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.

Class Hours: 54-175 lab total

This is an intercollegiate class designed for the development of the tennis athlete during the off-season of competition. The course will involve strength and conditioning programs as well as specific skills and techniques for the sport of tennis that will help prepare the athlete for the next intercollegiate sport season. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)* *UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51

PEAT 50 OFF-SEASON TRACK AND FIELD TRAINING – 1-3 Units

Grading: Pass/No Pass Option

Note: This course is designed for the intercollegiate track and field athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.

Class Hours: 54-175 lab total

This is an intercollegiate class designed for the development of the track and field athlete during the off season of competition. The course will involve strength and conditioning programs as well as specific skills and techniques for the sport of track and field that will help prepare the athlete for the next intercollegiate sport season. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU/UC* transferable)* *UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51

PEAT 51 OFF-SEASON TRAINING FOR CROSS COUNTRY – 1-3 Units

Grading: Pass/No Pass Option

Note: This course is designed for the intercollegiate cross country athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.

Class Hours: 54-175 lab total

This course is for students preparing for intercollegiate varsity cross-country competition. This is an intercollegiate class designed for general athletic development as well as sport-specific endurance and skills of Cross Country Running. This course will involve running in varied terrain, strength and conditioning as well as flexibility and competitive mindset training in preparation for the next sport season. This course is repeatable in accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulation allow for repeated enrollment based on an athlete's eligibility for the particular sport. *(CSU/UC* transferable)* *UC transfer limit – maximum credit 4 units between PEAT 5, 7, 9, 11, 13, 15, 17, 19, 23, 25, 29, 35, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, and 51

PEAT 52 OFF-SEASON GOLF TRAINING – 1-3 Units

Grading: Pass/No Pass Option

Note: This course is designed for the intercollegiate golf athlete. Although this class is designed for the intercollegiate athlete, it is open to all individuals.

Class Hours: 54-175 lab total

This is an intercollegiate class designed for the development of the golf athlete during the off-season of competition. The course will involve strength and conditioning programs as well as specific skills and techniques for the sport of golf that will help prepare the athlete for the next intercollegiate sport season. This course is repeatable in

accordance with Title 5 regulations. The California Community College Athletic Association (CCCCAA) regulations also allow for repeated enrollment based on a student athlete's eligibility for the particular sport. *(CSU transferable)*

PEAT 94 WORKSITE LEARNING FOR ATHLETIC TRAINING/SPORTS MEDICINE – 1-8 Units

Grading: Pass/No Pass Option

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

This vocational worksite learning (WSL) course allows the student to gain on-the-job experience. Experience is gained through employment/volunteerism at an approved job site. The job site will be acquired by the student and must be related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. This course stresses good work habits and meeting competencies through actual on-the-job performance. A student may earn up to 16 units by repeating this course as course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. *(CSU transferable)*

PHYSICAL SCIENCE (PHSC)

See Also: ESCI

PHSC 1 PHYSICAL SCIENCE SURVEY – 4 Units

Grading: Pass/No Pass Option

Prerequisite: MATH 101 with a grade of C or higher, or Math Placement Level 3 or higher

Class Hours: 54 lecture/54 lab total

C-ID: PHYS 140

Active learning, lecture, discussion, demonstration and lab activities cover selected theories of physics and chemistry, emphasizing the conceptual basis of these theories. The course is designed for non-science majors as part of their general education requirement in science. This course is not appropriate for students who have taken college level physics or chemistry. *(CSU/UC* transferable)* *UC transfer limit – no credit if taken after a college level course in Astronomy, Chemistry, Geology, Meteorology, or Physics

PHYSICAL THERAPIST ASSISTANT (PTA)

PTA 1 PHYSICAL THERAPY PRACTICE FOR THE PTA – 2 Units

Corequisites: PTA 2, PTA 3, PTA 3L, PTA 4, and PTA 4L

Limitation on Enrollment: Enrollment in the Physical Therapy Assistant Program.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course will introduce the students to the profession of Physical Therapist Assistant by covering the history, laws and ethics of the profession. Introduction to professional/medical documentation and quality assurance issues will be presented. An introduction to research and Evidence-Based Practice (EBP) will be included. Students will also study communication techniques, interpersonal relationships and psychosocial considerations in healthcare. This course may be offered in a distance education format. *(CSU transferable)*

PTA 2 PATHOLOGY – 3 Units

Corequisites: PTA 1, PTA 3, PTA 3L, PTA 4, and PTA 4L

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course will introduce the pathophysiology of all major organ systems of the body. The etiology, signs, symptoms, diagnosis, prognosis and interventions related to common diseases and disorders seen in the physical therapy setting will be covered. This course may be offered in a distance education format. *(CSU transferable)*

PTA 3 PATIENT CARE SKILLS THEORY – 2 Units

Corequisites: PTA 1, PTA 2, PTA 3L, PTA 4, and PTA 4L

Limitation on Enrollment: Students must be enrolled in the PTA

Program.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

The course will introduce students to the theory of basic patient care skills performed by the physical therapist assistant including positioning, monitoring vital signs, infection control techniques, transfer training and gait training. Students will also be introduced to the assessment and treatment processes of the physical therapist assistant. This course may be offered in a distance education format. *(CSU transferable)*

PTA 3L PATIENT CARE SKILLS LAB – 1 Unit

Corequisites: PTA 1, PTA 2, PTA 3, PTA 4, and PTA 4L

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 54 lab total

This course will provide practical training in basic care skills performed by the physical therapist assistant including position, monitoring vital signs, infection control techniques, transfer training and gait training. Students will also begin assessment and intervention techniques for the physical therapist assistant in this laboratory course. *(CSU transferable)*

PTA 4 CLINICAL KINESIOLOGY THEORY – 2 Units

Corequisites: PTA 1, PTA 2, PTA 3, PTA 3L, and PTA 4L

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course will cover kinesiology and anatomy of the musculoskeletal and neuromuscular systems. Emphasis will be on musculoskeletal anatomy and physiology including arthrokinematics, static and dynamic movement systems and associated clinical applications. Principles of goniometry and manual muscle testing will also be introduced. This course may be offered in a distance education format. *(CSU transferable)*

PTA 4L CLINICAL KINESIOLOGY LAB – 1 Unit

Corequisites: PTA 1, PTA 2, PTA 3, PTA 3L, and PTA 4

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 54 lab total

This course will consist of the laboratory component of PTA 4 Clinical Kinesiology. Students will apply kinesiology and biomechanics principles of PTA 4 Clinical Kinesiology in a practical setting. Assessment of joint range of motion, muscle strength, posture and gait will be performed. Surface palpation skills will also be developed in this laboratory course. *(CSU transferable)*

PTA 5 THERAPEUTIC EXERCISE THEORY – 2 Units

Prerequisites: PTA 1, PTA 2, PTA 3, PTA 3L, PTA 4, and PTA 4L with a grade of C or higher

Corequisites: PTA 5L, PTA 6, PTA 6L, and PTA 20

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course will cover the use of exercise as a preventative and rehabilitative modality for the treatment of pathological conditions. Emphasis is placed on the physiologic effects of exercise as well as the design and application of exercise programs to improve strength, flexibility, posture and balance. This course will also address exercise specific to cardiac rehabilitation, aquatic physical therapy and work hardening. This course may be offered in a distance education format. *(CSU transferable)*

PTA 5L THERAPEUTIC EXERCISE LAB – 1 Unit

Prerequisites: PTA 1, PTA 2, PTA 3, PTA 3L, PTA 4, and PTA 4L with a grade of C or higher

Corequisites: PTA 5, PTA 6, PTA 6L, and PTA 20

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 54 lab total

This course will provide the practical training for the use of exercise as a preventative and rehabilitative modality for the treatment of pathological conditions. It is the laboratory component of PTA 5 Therapeutic Exercise Theory and will allow for application of concepts taught in that course. Therapeutic exercise principles will be illustrated through practice for strength, flexibility, posture and balance. More specific programs of

therapeutic exercise for cardiac rehabilitation, aquatic therapy and work hardening will also be covered. *(CSU transferable)*

PTA 6 PHYSICAL AGENTS THEORY – 2 Units

Prerequisites: PTA 1, PTA 2, PTA 3, PTA 3L, PTA 4, and PTA 4L with a grade of C or higher

Corequisites: PTA 5, PTA 5L, PTA 6L, and PTA 20

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course will cover the use of physical agents in the treatment of common conditions seen in the physical therapy setting. Various thermal, mechanical and electromagnetic agents will be presented with corresponding indications and contraindications. Evidence based rationale for use of physical agents will also be addressed. This course may be offered in a distance education format. *(CSU transferable)*

PTA 6L PHYSICAL AGENTS LAB – .5 Unit

Prerequisites: PTA 1, PTA 2, PTA 3, PTA 3L, PTA 4, and PTA 4L with a grade of C or higher

Corequisites: PTA 5, PTA 5L, PTA 6, and PTA 20

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 27 lab total

This course will instruct students in the safe and effective use of physical agents in the treatment of common conditions seen in the physical therapy setting. Students will learn correct set up and application of thermal, mechanical, and electromagnetic agents. This course is the laboratory course that corresponds with PTA 6 Physical Agents Theory. *(CSU transferable)*

PTA 7 ORTHOPEDICS MANAGEMENT THEORY – 2 Units

Prerequisites: PTA 5, PTA 5L, PTA 6, and PTA 6L with a grade of C or higher, and PTA 20 with a grade of P/C or higher

Corequisites: PTA 7L, PTA 8, PTA 8L, and PTA 21

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course will focus on dysfunction, disease and trauma of the musculoskeletal system. Concepts of tissue healing, signs and symptoms of orthopedic dysfunctions, surgical interventions and physical therapy interventions will be addressed. Students will be expected to integrate knowledge and skills from previous PTA coursework to the orthopedic patient. This course may be offered in a distance education format. *(CSU transferable)*

PTA 7L ORTHOPEDICS MANAGEMENT LAB – 1 Unit

Prerequisites: PTA 5, PTA 5L, PTA 6, and PTA 6L with a grade of C or higher, and PTA 20 with a grade of P/C or higher

Corequisites: PTA 7, PTA 8, PTA 8L, and PTA 21

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 54 lab total

This course will provide the practical training for assessment and treatment of the orthopedic conditions seen in the physical therapy setting. It is the laboratory component of PTA 7 Orthopedic Management and will focus on application of concepts taught in that course. Treatment strategies for disorders of the spine, upper extremity and lower extremity will be covered. Students will be expected to integrate knowledge and skills from previous PTA coursework and apply it to the orthopedic patient. *(CSU transferable)*

PTA 8 NEUROLOGY AND DEVELOPMENT THEORY – 2 Units

Prerequisites: PTA 5, PTA 5L, PTA 6, and PTA 6L with a grade of C or higher, and PTA 20 with a grade of P/C or higher

Corequisites: PTA 7, PTA 7L, PTA 8L, and PTA 21

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course will cover basic neuroanatomy and neurophysiology with a focus on human growth and development from birth to the aged adult. It will cover the physical, cognitive, social and emotional changes with aging and their impact on functional movement. The process of motor development through motor control and motor learning will be addressed

and applied to treatment of neurologic conditions through the lifespan. This course may be offered in a distance education format. (CSU transferable)

PTA 8L NEUROLOGY AND DEVELOPMENT LAB – 1 Unit

Prerequisites: PTA 5, PTA 5L, PTA 6, and PTA 6L with a grade of C or higher, and PTA 20 with a grade of P/C or higher

Corequisites: PTA 7, PTA 7L, PTA 8, and PTA 21

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 54 lab total

This course will provide the practical training for the assessment and treatment of normal and abnormal neurodevelopment. It is the laboratory component of PTA 8 Neurology and Development and will focus on neurodevelopmental treatment techniques for pediatric patients and continuing through the lifespan. Fundamentals of treatment for neurological conditions in the adult and general treatment strategies related to geriatric patients will also be covered. (CSU transferable)

PTA 9 NEUROLOGICAL MANAGEMENT THEORY – 2 Units

Prerequisites: PTA 7, PTA 7L, PTA 8, and PTA 8L with a grade of C or higher, and PTA 21 with a grade of P

Corequisites: PTA 9L, PTA 10, PTA 10L, PTA 11, and PTA 22

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course will cover physical therapy interventions for common neurologic conditions. Additionally, assessment, medical management, environmental barriers, adaptive equipment, psychosocial issues and effective interdisciplinary management will also be covered as it applies to the patient with a neurologic condition. Students will apply neuroanatomy and developmental concepts learned in PTA 108 Neurology and Development to the adult patient with a neurologic condition. This course may be offered in a distance education format. (CSU transferable)

PTA 9L NEUROLOGIC MANAGEMENT LAB – 1 Unit

Prerequisites: PTA 7, PTA 7L, PTA 8, and PTA 8L with a grade of C or higher, and PTA 21 with a grade of P

Corequisites: PTA 9, PTA 10, PTA 10L, PTA 11, and PTA 22

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 54 lab total

This course will cover the practical training for the assessment and treatment of common neurologic conditions by the physical therapist assistant. It is the laboratory component of PTA 9 Neurologic Management Theory and will apply principles of patient management taught in that course. It will incorporate treatment principles and progression from previous courses through the use of case studies. (CSU transferable)

PTA 10 ADVANCED PROCEDURES THEORY – 2 Units

Prerequisites: PTA 7, PTA 7L, PTA 8, and PTA 8L with a grade of C or higher, and PTA 21 with a grade of P

Corequisites: PTA 9, PTA 9L, PTA 10L, PTA 11, and PTA 22

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course will cover physical therapy care for unique patient populations including patients with respiratory dysfunction, women's health patients, oncology patients, amputees, patients with vestibular dysfunction, chronic pain patients and those with complex multi-system pathology. Topics include diagnoses, medical and physical therapy interventions, special considerations, and equipment needs for these patient populations. This course may be offered in a distance education format. (CSU transferable)

PTA 10L ADVANCED PROCEDURES LAB – 1 Unit

Prerequisites: PTA 7, PTA 7L, PTA 8, and PTA 8L with a grade of C or higher, and PTA 21 with a grade of P

Corequisites: PTA 9, PTA 9L, PTA 10, PTA 11, and PTA 22

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 54 lab total

This course will provide the practical training for physical therapy care for

unique patient populations including patients with respiratory dysfunction, women's health patients, oncology patients, amputees, patients with vestibular dysfunction, patients with chronic pain and those with complex multi-system pathology. This is the laboratory portion of PTA 10 Advanced Procedures Theory. The focus of this course will be the application of concepts and interventions to patient treatment scenarios. (CSU transferable)

PTA 11 PROFESSIONAL INTEGRATION – 2 Units

Prerequisites: PTA 7, PTA 7L, PTA 8, and PTA 8L with a grade of C or higher, and PTA 21 with a grade of P

Corequisites: PTA 9, PTA 9L, PTA 10, PTA 10L, and PTA 22

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course will cover issues related to practice management and encourage problem solving skills to integrate all knowledge and skills learned throughout the PTA Program. The course will be discussion based and focus on learning through case studies. This course will also prepare students for licensure as PTAs and include a comprehensive exam covering all information taught in the PTA Program. This course may be offered in a distance education format. (CSU transferable)

PTA 20 CLINICAL PREPAREDNESS – 1.5 Units

Prerequisites: PTA 5, PTA 5L, PTA 6, and PTA 6L with a grade of C or higher

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 81 lab total

This course will provide students with the opportunity to observe physical therapy evaluation and treatment of patients by PTA Program Faculty and through assigned observation hours in selected clinical sites. Through observation, discussion, reflection, and documentation, students will apply skills and techniques from current and previous PTA program courses to patient intervention and progression based on the physical therapist plan of care. Students will develop and enhance professional skills appropriate for clinical education experiences during semesters 3 and 4. A portion of this course may be offered in a distance education format. (CSU transferable)

PTA 21 CLINICAL PRACTICUM I – 6 Units

Grading: Pass/No Pass Only

Prerequisites: PTA 7, PTA 7L, PTA 8, and PTA 8L with a grade of C or higher

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 320 clinical total*

*Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.

This course will provide students with the opportunity to observe and participate in patient care as directed by a clinical instructor. Students will be placed in a clinical setting for a full time (40 hrs/wk), eight-week clinical experience where they will apply knowledge and skills learned in semesters one, two and three of the PTA Program. Students will provide care as directed by a licensed physical therapist or physical therapist assistant for uncomplicated and complicated patients with the degree of supervision and guidance based on the patient and the environment. (CSU transferable)

PTA 22 CLINICAL PRACTICUM II – 4.5 Units

Grading: Pass/No Pass Only

Prerequisites: PTA 9, PTA 9L, PTA 10, PTA 10L, and PTA 11 with a grade of C or higher

Limitation on Enrollment: Students must be enrolled in the PTA Program.

Class Hours: 243 clinical total*

*Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.

This course will provide students with the opportunity to observe and participate in patient care as directed by a clinical instructor. Students will be placed in a clinical setting for a full time (40 hrs/wk), eight-week clinical experience where they will apply knowledge and skills learned in semesters one through four of the PTA Program. Students will provide care as directed by a licensed physical therapist or physical therapist assistant for uncomplicated and complicated patients with the degree of supervision and guidance based on the patient and the environment.

Students are expected to provide patient care and fulfill the role of the physical therapist assistant at entry level during this clinical experience. (CSU transferable)

PHYSICS (PHYS)

PHYS 2A GENERAL COLLEGE PHYSICS – 4 Units

Grading: Pass/No Pass Option

Prerequisite: MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

C-ID: PHYS 105

This course provides an introduction to the principles and applications of mechanics, using the mathematical tools of algebra and right triangle trigonometry. Topics include vectors, kinematics, Newton's laws, gravity, energy and momentum, mechanics of rigid bodies, heat, fluids, and simple harmonic motion. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one series between PHYS 2A/2B and PHYS 4A/4B/4C

PHYS 2B GENERAL COLLEGE PHYSICS – 4 Units

Grading: Pass/No Pass Option

Prerequisite: PHYS 2A with a grade of C or higher

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

C-ID: PHYS 110

This course is a continuation of PHYS 2A, covering mechanical waves (including sound), electricity, magnetism, geometric optics, interference and diffraction, and selected topics from relativity and quantum mechanics (at the discretion of the instructor). This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one series between PHYS 2A/2B and PHYS 4A/4B/4C

PHYS 4A PHYSICS (MECHANICS) – 4 Units

Prerequisite: MATH 3A with a grade of C or higher, or Math Placement Level 6 or higher

Corequisite: MATH 3B, or previous completion of MATH 3B with a grade of C or higher

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

C-ID: PHYS 205

The fundamental principles of mechanics are treated within the mathematical framework of elementary differential and integral calculus. Vectors, Newton's Laws, work, energy, gravitation, linear and angular momentum, rotational dynamics, and harmonic motion are discussed. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one series between PHYS 2A/2B and PHYS 4A/4B/4C

PHYS 4B PHYSICS (ELECTRICITY AND MAGNETISM) – 4 Units

Prerequisites: MATH 3B with a grade of C or higher, or Math Placement Level 7; and PHYS 4A with a grade of C or higher

Corequisite: MATH 4A, or previous completion of MATH 4A with a grade of C or higher.

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

C-ID: PHYS 210

The fundamental principles of electricity and magnetism are treated using vector integral calculus. Topics include Coulomb's Law, electric fields, potentials, Gauss's Law, Ohm's Law, D-C circuits, Magnetism, Biot-Savart Law, Ampere's Law, capacitance, inductance and RC circuits. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one series between PHYS 2A/2B and PHYS 4A/4B/4C

PHYS 4C PHYSICS (HEAT, WAVES, OPTICS, AND MODERN PHYSICS) – 4 Units

Prerequisites: PHYS 4B with a grade of C or higher; and MATH 4A with a grade of C or higher, or Math Placement Level 7

Corequisite: MATH 4B, or previous completion of MATH 4B with a grade of C or higher

Class Hours: 54 lecture/54 lab total (when offered in the distance education format, hours will total 216)

C-ID: PHYS 215

The third in a three-course sequence, this course covers heat and thermodynamics, general properties of waves, electromagnetic waves,

reflection and refraction, interference and diffraction, and selected topics in modern physics. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit one series between PHYS 2A/2B and PHYS 4A/4B/4C

PHYSIOLOGY (PHY)

PHY 1 PHYSIOLOGY – 5 Units (formerly PHY 1/PHY 1L)

Grading: Pass/No Pass Option

Advisory: BIOL 5 with a grade of C or higher

Class Hours: 72 lecture/54 lab total (when offered in the distance education format, hours will total 216 for the lecture portion of the class and an additional 54 hours of lab, totaling 270 hours for this course)

C-ID: BIOL 120 B

Physiology is the study of the physiological principles, function, integration and homeostasis of the human body at the cellular, tissue, organ, organ system and organism level. Topics covered include the integumentary system; bone, skeletal, smooth and cardiac muscles; the nervous system; sensory organs; the cardiovascular system; the lymphatic and immune systems; the respiratory system; the urinary system; the digestive system; the endocrine system; and reproductive system. This course is primarily intended for Nursing, Allied Health, Kinesiology, Dental Hygiene and other health-related majors. The lecture portion of this course may be offered in a distance education format. (CSU/UC transferable)

POLITICAL SCIENCE (POLS)

POLS 1 INTRODUCTION TO POLITICAL SCIENCE – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 1A with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: POLS 150

The central emphasis of this course is upon the terms and concepts used in the field of political science. Discussion centers upon the nature of political science, the origin and nature of the State, patterns and functions of government, the nature of political ideologies, the nature of the U.S. Constitution and the basic principles of a constitution. It is recommended that students majoring in political science or other social sciences take this course. This course may be offered in a distance education format. (CSU/UC transferable)

POLS 2 INTRODUCTION TO AMERICAN GOVERNMENT – 3 Units

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: POLS 110

This course is an introduction to United States and California government and politics, including their constitutions, political institutions and processes, and political actors. An examination of political behavior, political issues, and public policy, this course satisfies the CSU requirement in U.S. Constitution and California State and local government (US-2 and US-3). This course may be offered in a distance education format. (CSU/UC transferable)

POLS 20 POLITICS OF THE DEVELOPING WORLD – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 1A with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course focuses on the political dynamics of selected developing nations. Major emphasis will be on problems of poverty, colonialism, comparative political structures and behavior, imperialism and international relations. Tensions in political culture between traditional and non-traditional values in contemporary developing societies will also be examined. This course may be offered in a distance education format. (CSU/UC transferable)

POLS 25 INTRODUCTION TO INTERNATIONAL RELATIONS – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher; and POLS 2 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: POLS 140

This course examines the political, social, and economic methods and processes by which nations of the world conduct relations with each other and within a global system. The course also identifies the role of national, international, transitional, and subnational institutions. This course may be offered in a distance education format. (CSU/UC transferable)

PSYCHOLOGY (PSYC)

PSYC 1A GENERAL PSYCHOLOGY – 3 Units

Advisory: ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: PSY 110

This course provides an introduction to psychology as a science and as an applied field. The course provides an integration of physiological, cognitive, social-behavioral, psychodynamic, humanistic, cultural, and evolutionary perspectives. Topics include research methods, the nervous system, perception, learning, thinking, memory, human development, social behavior, emotions, motivation, personality, abnormal behavior, and psychotherapy. This course may be offered in a distance education format. (CSU/UC transferable)

PSYC 5 HUMAN SEXUALITY– 3 Units (formerly PHY 5)

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: PSY 130

This overview of human sexuality includes human development from conception to adulthood, the anatomy and physiology of sex, as well as historical perspectives, behavioral and social aspects of human sexuality, and myths and laws governing sexual practices. This course may be offered in a distance education format. (CSU/UC transferable)

PSYC 14 PSYCHOLOGY OF PERSONAL AND SOCIAL ADJUSTMENT – 3 Units

Advisory: ENGL 190 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: PSY 115

This course provides an overview of psychology as applied to modern life. It focuses on using psychological perspectives and concepts toward understanding one's self and development, relating to others, and coping with everyday challenges. Topics include personality, stress, health, emotions, interpersonal relations, gender, sexuality, mental illness, and psychotherapy. This course may be offered in a distance education format. (CSU/UC transferable)

PSYC 15 SOCIAL PSYCHOLOGY – 3 Units

Grading: Pass/No Pass Option

Advisory: PSYC 1A and/or SOC 1 with a grade of C or higher; and ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: PSY 170

This course is a study of human interaction. The focus is on the individual within a social context. Topics such as attitude formation; conformity; obedience to authority; liking and loving; gender, age, and cultural diversity; prejudice, discrimination, and stereotyping; pro-social behavior and altruism; aggression; power and leadership; groupthink and deindividuation; and conflict resolution and peacemaking are explored. In addition, the research methods and theories used by social psychologists are discussed. This course may be offered in a distance education format. (CSU/UC transferable)

PSYC 17 ABNORMAL PSYCHOLOGY – 3 Units

Grading: Pass/No Pass Option

Advisory: PSYC 1A with a grade of C or higher; and ENGL 1A with a

grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: PSY 120

This course provides an overview of psychological disorders, their characteristics, etiology, and treatment. The course discusses the many specific types of mental illness along with fundamental issues such as historical and modern perspectives on mental illness, diagnosis and assessment, research methods, intervention and therapies, and legal and ethical issues. This course may be offered in a distance education format. (CSU/UC transferable)

PSYC 20 CROSS-CULTURAL PSYCHOLOGY – 3 Units

Grading: Pass/No Pass Option

Advisory: PSYC 1A and ENGL 196 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is an introduction to cultural influences on human behavior, emotions and patterns of thinking. Topics span a range of issues such as life-span development, abnormal behavior and mental health, drug use, self-concept, emotions, gender expectations and gender roles, social behavior, perception, learning, intelligence, and psychotherapy. By providing students with an understanding of cultural relativism, this course will encourage them to interact with tolerance and/or appreciation in a world where there is an increasing contact among different cultures. This course may be offered in a distance education format. (CSU/UC transferable)

PSYC 25 INTRODUCTION TO RESEARCH METHODS – 3 Units

Prerequisite: MATH 14, MATH 14S, or SOC 3 with a grade of C or higher, and PSYC 1A with a grade of C or higher

Advisory: ENGL 1A with a grade of C or higher, or English Placement Level 7

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: PSY 200

This course surveys various psychological research methods with an emphasis on research design, experimental procedures, descriptive methods, and the collection, analysis, interpretation, and reporting of research data. Research design and methodology will be examined through a review of research in a variety of areas of psychology. This course may be offered in a distance education format. (CSU/UC transferable)

PSYC 41 CULTURAL/SOCIAL CONTEXT OF CHILDHOOD – 3 Units

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course examines child development with a focus on the effects of cultural and social factors. These factors include the socialization process and cultural influences such as ethnic identity, socioeconomic status, gender roles, family, peers, faith, and community. Significant references highlight the experiences of children and their families from several different historically under-represented groups. This course may be offered in a distance education format. (CSU/UC transferable)

PSYC 46 HUMAN MEMORY AND LEARNING - 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course explores human memory, learning, and thinking. Topics include how memories are formed and retrieved, how learning and memory can be improved, factors that influence our abilities to learn and remember, learning new habits and behaviors through conditioning, and typical and atypical memory flaws, including disorders such as post-traumatic stress disorder, Alzheimer's disease, and amnesia. This course may be offered in a distance education format. (CSU/UC transferable)

PSYC 94 PSYCHOLOGY WORKSITE LEARNING – 1-8 Units

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Psychology Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved psychology job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. 75 hours of paid work, or 60 hours of unpaid (volunteer) work earns one semester unit. (CSU transferable)

PSYC 401 INDUSTRIAL-ORGANIZATIONAL PSYCHOLOGY – 3 Units

Prerequisite: PSYC 1A with a grade of C or higher

Limitation on Enrollment: Students must be admitted to the Health Information Management program

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course provides an introduction to the field of industrial-organizational (I-O) psychology. This branch of psychology studies work behavior, and workplace issues facing individuals, teams, and organizations. The course includes an overview of research methods used in I-O psychology, an exploration of theory and research findings, and the application of I-O psychology to practical problems in the workplace. This course may be offered in a distance education format.

R

REGISTERED NURSING (REGN)

See Also: HEOC, VOCN

REGN 15 HEALTH AND ILLNESS I – 6.5 Units

Corequisite: REGN 15P

Limitation on Enrollment: Students must be enrolled in the Associate Degree Nursing program

Class Hours: 117 lecture total (when offered in the distance education format, hours will total 351)

This is an introductory course which serves as the foundation for subsequent program courses for the Associate Degree Nursing Program and is one of two corequisite courses that comprise the first semester. The focus is on foundational concepts necessary for safe, client-centered nursing care to a diverse client population from adolescence through older adult while integrating professional, legal, and ethical responsibilities of the nurse. The course addresses health promotion and introduces critical thinking applied to nursing, the nursing process, communication techniques, evidence-based nursing practice, and nursing informatics. The course may be offered in a distance education format. (CSU transferable)

REGN 15P PROFESSIONAL NURSING PRACTICUM I – 5.5 Units

Corequisite: REGN 15

Limitation on Enrollment: Students must be enrolled in the Associate Degree Nursing program

Class Hours: 297 clinical total* (when offered in the distance education format, hours will total 297)

**Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.*

This course provides introduction to and practice of nursing skills and concepts in the lab and clinical setting to gain proficiency for delivery of client-centered care for the Associate Degree Nursing Program and is one of two corequisite courses that comprise the first semester. An on-campus lab designed for structured practice and mastery of nursing skills necessary for providing safe care is utilized. This course provides instructional guidance to assist students in refining newly acquired skills and develop the competency level expected of foundational nursing students. A portion of this course may be offered in a distance education format. (CSU transferable)

REGN 25 HEALTH AND ILLNESS II – 6.5 Units

Prerequisites: REGN 15 and REGN 15P with a grade of C or higher

Corequisite: REGN 25P

Class Hours: 117 lecture total (when offered in the distance education

format, hours will total 351)

This course is one of the required courses for the Associate Degree Nursing program at Shasta College and one of two corequisite courses that comprise the second semester. The student will begin to build the foundation of Medical-Surgical Nursing. Concepts of family, community, health promotion, illness prevention, teaching, cultural sensitivity, nursing process, and critical thinking are promoted. The emphasis of the course is on adult and geriatric medical-surgical clients with acute and/or chronic illness in the inpatient and outpatient setting. This course may be offered in a distance education format. (CSU transferable)

REGN 25P PROFESSIONAL NURSING PRACTICUM II – 5.5 Units

Prerequisites: REGN 15 and REGN 15P with a grade of C or higher

Corequisite: REGN 25

Class Hours: 297 clinical total* (when offered in the distance education format, hours will total 297)

**Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.*

This is one of the required courses for the Associate Degree Nursing program at Shasta College and one of two corequisite courses that comprise the second semester. Concepts of family, community, health promotion, illness prevention, teaching, cultural sensitivity, nursing process, and critical thinking are integrated into clinical practice. The emphasis of the course is on adult and geriatric medical-surgical clients with acute and/or chronic illness in the inpatient and outpatient setting. Knowledge and skills acquired in lecture-discussion and in simulation and skills laboratories are applied in medical-surgical settings. A portion of this course may be offered in a distance education format. (CSU transferable)

REGN 35 HEALTH AND ILLNESS III – 3.5 Units

Prerequisites: REGN 25 and REGN 25P with a grade of C or higher

Corequisites: REGN 35P, REGN 36, and REGN 36P

Class Hours: 63 lecture total (when offered in the distance education format, hours will total 189)

This course is a required course for the Associate Degree Nursing program at Shasta College. This course is one of four corequisite courses that make up the medical-surgical portion of the third semester of the Associate Degree Nursing program. Building upon the content of REGN 25 and REGN 25P, the students will expand their knowledge of medical-surgical nursing. Concepts emphasized include family, communication, health promotion, illness prevention, teaching, cultural sensitivity, nursing process, critical thinking, legal-ethical issues and advocacy. This course may be offered in a distance education format. (CSU transferable)

REGN 35P PROFESSIONAL NURSING PRACTICUM III – 2.5 Units

Prerequisites: REGN 25 and REGN 25P with a grade of C or higher

Corequisites: REGN 35, REGN 36, and REGN 36P

Class Hours: 135 clinical total* (when offered in the distance education format, hours will total 135)

**Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.*

This is a required course for the Associate Degree Nursing program at Shasta College. This course is one of four corequisite courses that make up the medical-surgical portion of the third semester of the Associate Degree Nursing program. Building upon the content of REGN 25 and REGN 25P, students will expand the fundamental clinical nursing skills they mastered. Advanced psychomotor skills will be introduced. Students will have a variety of client assignments in medical-surgical care, with special assignments in diagnostic imaging areas. Students will progress from providing nursing care for a single client to providing care for several increasingly complex clients. Emphasis is placed on the integration of theory and the nursing process into the clinical setting by use of organizational tools, clinical papers, nursing care planning, chart review, and clinical conferences. A portion of this course may be offered in a distance education format. (CSU transferable)

REGN 35PX PROFESSIONAL NURSING PRACTICUM III – 2.5 Units

Corequisite: REGN 35X

Limitation on Enrollment: Students must be enrolled in the 30-unit option program

Note: This is the course for the non-degree, 30-unit option student

Class Hours: 135 clinical total* (when offered in the distance education format, hours will total 135)

**Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.*

This course is a required course for the Associate Degree Nursing Program at Shasta College. This course is one of two corequisite courses that make up the medical-surgical portion of the third semester of the Associate Degree Nursing program. Students will expand the fundamental clinical nursing skills they mastered. Advanced psychomotor skills will be introduced. Students will have a variety of client assignments in medical-surgical care, with special assignments in diagnostic imaging areas. Students will progress from providing nursing care for a single client to providing care for several increasingly complex clients. Emphasis is placed on the integration of theory and the nursing process into the clinical setting by use of organizational tools, clinical papers, nursing care planning, chart review, and clinical conferences. A portion of this course may be offered in a distance education format. (CSU transferable)

REGN 35X HEALTH AND ILLNESS III – 3.5 Units

Corequisite: REGN 35PX

Limitation on Enrollment: Students must be enrolled in the 30-unit option program

Note: This is the course for the non-degree, 30-unit option student

Class Hours: 63 lecture total (when offered in the distance education format, hours will total 189)

This course is a required course for the Associate Degree Nursing Program at Shasta College. This course is one of four corequisite courses that make up the medical-surgical portion of the third semester of the Associate Degree Nursing program. The students will expand their knowledge of medical-surgical nursing. Concepts emphasized include family, communication, health promotion, illness prevention, teaching, cultural sensitivity, nursing process, critical thinking, legal-ethical issues and advocacy. This course may be offered in a distance education format. (CSU transferable)

REGN 36 MATERNAL-CHILD AND PEDIATRIC NURSING – 3.5 Units

Prerequisites: REGN 25 and REGN 25P with a grade of C or higher

Corequisites: REGN 35, REGN 35P, and REGN 36P

Class Hours: 63 lecture total (when offered in the distance education format, hours will total 189)

This course is one of the required courses for the Associate Degree Nursing program at Shasta College and one of four corequisite courses that comprise the third semester of the Associate Degree Nursing Program. The course provides the conceptual basis of nursing care for obstetrical, neonatal, pediatric, and adolescent clients and their families in acute and community-based settings. Concepts emphasized include family, communication, health promotion, illness prevention, teaching, cultural sensitivity, growth and development, nursing process, critical thinking, legal-ethical issues, and advocacy. This course may be offered in a distance education format. (CSU transferable)

REGN 36P PROFESSIONAL NURSING PRACTICUM: MATERNAL-CHILD AND PEDIATRIC CARE – 2.5 Units

Prerequisites: REGN 25 and REGN 25P with a grade of C or higher

Corequisites: REGN 35, REGN 35P, and REGN 36

Class Hours: 135 clinical total* (when offered in the distance education format, hours will total 135)

*Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.

This course is one of the required courses for the Associate Degree Nursing program at Shasta College and one of four corequisite courses that comprise the third semester of the Associate Degree Nursing Program. The course provides the clinical basis of nursing care for obstetric, neonatal, and pediatric clients and their families in acute and community-based settings. This course introduces the student to the care of the obstetric and neonatal clients and their families, the well child, child with special needs, and the child with acute and chronic health care needs. A strong emphasis on maintaining the dignity of the child and promoting healthy growth and development, even during illness, will be evident. Students will also examine the role of the family and the importance of it to the care of the child and adolescent and be introduced to the care of both the normal and complex laboring client. A portion of this course may be offered in a distance education format. (CSU transferable)

REGN 40 LVN-RN TRANSITION – 2 Units

Corequisite: REGN 40P

Note: Upon completion of the RN transition course, Licensed Vocational Nursing (LVN) students have two options for entering the ADN program.

Option One: LVN students who have completed their prerequisites may choose to enroll into the third semester of the nursing program and eventually graduate with an associate's degree in nursing. Option Two: LVN students may choose to enroll into the third semester of the ADN program as a 30-unit option and will not meet the requirements to receive an associate's degree in nursing, nor would they be a graduate of Shasta College Associate Degree Nursing Program. Students who choose to enroll in either Option One or Option Two are enrolled into the second year of the Associate Degree Nursing program on a space-available basis and will be eligible to sit for the National Council Licensure Examination (NCLEX-RN).

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This is the theoretical transition course for LVNs to gain accelerated entry into the third semester of the Associate Degree Nursing program or participate in the 30-unit option program at Shasta College. In this course students will learn about and apply concepts of health assessment, medication administration, and the nursing process in the care of the medical-surgical client. This course may be offered in a distance education format. (CSU transferable)

REGN 40P LVN-RN TRANSITION LAB – 1 Unit

Grading: Pass/No Pass Option

Corequisite: REGN 40

Note: Upon completion of the RN transition course, Licensed Vocational Nursing (LVN) students have two options for entering the ADN program. Option One: LVN students who have completed their prerequisites may choose to enroll into the third semester of the nursing program and eventually graduate with an associate's degree in nursing. Option Two: LVN students may choose to enroll into the third semester of the ADN program as a 30-unit option and will not meet the requirements to receive an associate's degree in nursing, nor would they be a graduate of Shasta College Associate Degree Nursing Program. Students who choose to enroll in either Option One or Option Two are enrolled into the second year of the Associate Degree Nursing program on a space-available basis and will be eligible to sit for the National Council Licensure Examination (NCLEX-RN).

Class Hours: 54 lab total

This is a prerequisite transition course for LVNs to gain accelerated entry into the Medical-Surgical and Pediatric/Maternity portions of the third semester of the Associate Degree Nursing program or participate in the 30-unit option program at Shasta College. Building upon their experience as an LVN, students will expand upon their fundamental clinical nursing skills to include aspects of pharmacology, physical assessment, and the nursing process. Students will have a variety of client assignments in medical-surgical care. Students will progress from providing nursing care for a single client to several increasingly complex clients. Emphasis is placed on the integration of theory and the nursing process into the clinical setting by care planning and clinical pre and post conferences. (CSU transferable)

REGN 48 HEALTH AND ILLNESS IV: COMMUNITY, MENTAL HEALTH, AND MEDICAL-SURGICAL NURSING – 6 Units

Prerequisites: REGN 35, REGN 35P, REGN 36, and REGN 36P with a grade of C or higher

Corequisite: REGN 48P

Class Hours: 108 lecture total (when offered in the distance education format, hours will total 324)

This is a required course for the Associate Degree Nursing program at Shasta College and one of two corequisite courses that comprise the fourth semester. The course provides the conceptual basis for advanced medical-surgical, mental health, and community health nursing, and fundamental concepts of nursing leadership. The emphasis of the course is on nursing process and critical thinking related to care of the client in a variety of settings, and the current leadership issues involved in nursing practice. This course may be offered in a distance education format. (CSU transferable)

REGN 48P PROFESSIONAL NURSING PRACTICUM IV: COMMUNITY, MENTAL HEALTH, AND MEDICAL-SURGICAL NURSING – 6 Units

Prerequisites: REGN 35, REGN 35P, REGN 36, and REGN 36P with a grade of C or higher

Corequisite: REGN 48

Class Hours: 324 clinical total* (when offered in the distance education format, hours will total 324)

**Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.*

This is a required course for the Associate Degree Nursing program at Shasta College and one of two corequisite courses that comprise the fourth semester. In this course, students expand previously learned clinical nursing concepts and skills to become increasingly independent. Students have assigned clients in a variety of clinical settings. For example, clinical rotations may include rehabilitation, critical care, mental health, and community health settings. The course also includes clinical simulation and a preceptorship. The emphasis of the course is on integration of theory and the nursing process into clinical application while providing students various opportunities to demonstrate critical thinking and advanced nursing skills. A portion of this course may be offered in a distance education format. (CSU transferable)

**REGN 48PX PROFESSIONAL NURSING PRACTICUM IV:
COMMUNITY, MENTAL HEALTH, AND MEDICAL-
SURGICAL NURSING – 6 Units**

Prerequisites: REGN 35X and REGN 35PX with a grade of C or higher

Corequisite: REGN 48X

Limitation on Enrollment: Student must be enrolled in the 30-unit option program. This is the course for the non-degree, 30-unit option student. Class Hours: 324 clinical total* (when offered in the distance education format, hours will total 324)

**Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.*

This is a required course for the Associate Degree Nursing program at Shasta College and one of two corequisite courses that comprise the fourth semester. In this course, students expand previously learned clinical nursing concepts and skills to become increasingly independent. Students have assigned clients in a variety of clinical settings. For example, clinical rotations may include rehabilitation, critical care, mental health, and community health settings. The course also includes clinical simulation and a preceptorship. The emphasis of the course is on integration of theory and the nursing process into clinical application while providing students various opportunities to demonstrate critical thinking and advanced nursing skills. A portion of this course may be offered in a distance education format. (CSU transferable)

**REGN 48X HEALTH AND ILLNESS IV: COMMUNITY, MENTAL
HEALTH, AND MEDICAL-SURGICAL NURSING –
6 Units**

Prerequisites: REGN 35X and REGN 35PX with a grade of C or higher

Corequisite: REGN 48PX

Limitation on Enrollment: Student must be enrolled in the 30-unit option program. This is the course for the non-degree, 30-unit option student. Class Hours: 108 lecture total (when offered in the distance education format, hours will total 324)

This is a required course for the Associate Degree Nursing program at Shasta College and one of two corequisite courses that comprise the fourth semester. The course provides the conceptual basis for advanced medical-surgical, mental health, and community health nursing, and fundamental concepts of nursing leadership. The emphasis of the course is on nursing process and critical thinking related to care of the client in a variety of settings, and the current leadership issues involved in nursing practice. This course may be offered in a distance education format. (CSU transferable)

S

SIGN LANGUAGE (SL)

See ASL for course listings

SKILLS DEVELOPMENT (SDEV)

SDEV 301 PRE-GED TEST PREPARATION – 0 Units

Grading: Pass/No Pass Only

Class Hours: 54-108 lab total

This is a course to prepare the student at the 6th- to 8th-grade reading level for GED (General Educational Development Test) level work and to enable students to apply the knowledge gained to real-life situations. Course content includes skill building and test-taking practice in the areas of reading, writing, social studies, science, and mathematics. The

purpose of this class is to provide the necessary foundation for the student to tackle GED-level work. This course may be offered in a distance education format.

SDEV 302 GED TEST PREPARATION – 0 Units

Grading: Pass/No Pass Only

Advisory: SDEV 301 with a grade of C or higher

Class Hours: 54-108 lab total

This is a course to prepare the student to pass the General Educational Development (GED) Test and to enable students to apply the knowledge gained to real-life situations. Course content includes skill building and test-taking practice in the areas of reading, writing, social studies, science and mathematics. The purpose of this class is for the student to successfully pass all four parts of the current GED examination. This course may be offered in a distance education format.

SOCIOLOGY (SOC)

SOC 1 INTRODUCTION TO SOCIOLOGY – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: SOCI 110

This course provides an introduction to the discipline of sociology. It examines interactions among social institutions, cultures, groups, and individuals. The focus is on how unequal power relations organize the social world and shape individual lives, and how individuals negotiate their lives in different social, cultural, and economic contexts. The course will examine a broad array of topics using a variety of theoretical perspectives and sociological research methods. The primary goal of this course is to recognize how people's experiences are shaped by social forces and reshaped through human action. This course may be offered in a distance education format. (CSU/UC transferable)

SOC 1H INTRODUCTION TO SOCIOLOGY – HONORS – 3 Units

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: SOCI 110

This is an honors-level sociology course. It examines the interactions among social institutions, cultures, groups, and individuals. This course will focus on how unequal power relations organize the social world and shape individual lives, and how individuals negotiate their lives in different social and economic contexts. The course will examine a broad array of topics using a variety of theoretical perspectives and sociological research methods. The primary goal of this course is to recognize how people's experiences are shaped by social forces and reshaped through human action. The honors component involves an in-depth analysis of specific topics, using current information from research journals and is more rigorous than SOC 1. This course may be offered in a distance education format. Students can not receive credit for both SOC 1 and SOC 1H. (CSU/UC transferable)

SOC 2 SOCIAL PROBLEMS – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: SOCI 115

This course explores significant social problems in contemporary society, including the role of power in defining social problems. It examines the process of how social problems arise in society, and their consequences. As an introduction to this topic, the course will focus on understanding how and why social problems develop and the controversies that accompany them. The course will be organized into three main units. The first will consider different theoretical perspectives as well as social science research methods used to identify and understand social problems. The second unit of the course will examine specific social problems associated with the relationship between social inequality and social structure. The third unit of the course will discuss institutional and organizational policies that develop as a result of social problems and the outcomes of those social policy approaches. This course may be offered

in a distance education format. (CSU/UC transferable)

SOC 3 STATISTICS FOR THE BEHAVIORAL SCIENCES – 3 Units

Grading: Pass/No Pass Option

Prerequisite: MATH 102, MATH 102X, or MATH 114 with a grade of C or higher, or Math Placement Level 4 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: SOCI 125

This course is an introduction to the basic statistical methods and analyses commonly used in the behavioral sciences. Topics include descriptive and inferential statistics; levels and types of measurement; measures of central tendency and dispersion; normal, t, and chi-square distributions; probability and hypothesis testing; and correlation and regression. Applications of statistical software to the behavioral sciences and/or other social science data is required. This course may be offered in a distance education format. (CSU/UC transferable)

SOC 15 SOCIOLOGY OF MASS MEDIA – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course examines the central role mass media plays in daily life. Starting from a microsociological standpoint, students will examine how knowledge and experiences are increasingly mediated by the mass media in its various forms. The course also explores the effect of media, including television, radio, newspapers, and the Internet, on social institutions which in turn permeate and shape public policy, the economy, education, and even the family. The course will examine ways in which mass media contributes to social/cultural power and stratification and will use the "process of mutual determination" to examine the relationship between media, individuals, and society. This course may be offered in a distance education format. (CSU/UC* transferable) *UC transfer limit – maximum credit 3 units between SOC 15 and JOUR 21

SOC 25 RACE, ETHNICITY, AND SOCIETY – 3 Units (See also: ETHS 3)

Grading: Pass/No Pass Option

Advisory: ENGL 196 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: SOCI 150

This course examines the social, economic, political, and cultural dynamics of race and ethnicity in the United States. It utilizes theory to assess the comparative histories, cultures, and intellectual traditions of Native Americans, African Americans, Latino/as, and Asian Americans. It introduces major concepts used to understand the lived experiences of historically racialized groups such as social construction of race, racial formation, critical race theory, internal colonialism, and intersectionality. The course emphasizes the role of resistance and agency in advancing the goals of self-determination, decolonization, and equity. SOC 25 and ETHS 3 are cross-listed courses. Students may enroll in one course for credit, but not both. This course may be offered in a distance education format. (CSU/UC transferable)

SOC 30 SOCIOLOGY OF GENDER – 3 Units

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: SOCI 140

Gender is arguably the most salient characteristic determining one's place in any society. Gender is the first thing you notice about another person and your assessment of a person's gender shapes your expectations of that person. These expectations (which are often requirements) place very real constraints and limitations on individuals. The sociology of gender focuses on the social construction of gender. Other theories of gender such as biological explanations will be discussed in comparison to the social constructionist approach. The course will begin with an examination of key theoretical approaches to the study of gender. Special attention will be paid to how gender is constructed at the level of society as well as how we engage in the recreation and construction of gender in our everyday lives. Gender will be explored as an institution and a system as well as how it influences

individuals. Because gender does not exist in a vacuum, gender will be discussed in relation to its intersection with other social locations such as race, class, sexuality, age, and ethnicity. The differential effects of gender along these lines will be discussed and highlighted through all of the applied topics. This course may be offered in a distance education format. (CSU/UC transferable)

SOC 94 SOCIOLOGY WORKSITE LEARNING – 1-8 Units

Grading: Pass/No Pass Option

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Sociology Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved job site. Students are responsible for arranging placement that is related to their major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. 75 hours of paid work, or 60 hours of unpaid (volunteer) work earn one semester unit. (CSU transferable)

SPANISH (SPAN)

Two years of high school foreign language with grades of "C" or better is equivalent to one semester of foreign language at Shasta College.

SPAN 1 SPANISH 1 – 5 Units

Grading: Pass/No Pass Option

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

C-ID: SPAN 100

This introductory course is designed to give the student thorough and intensive practice in speaking and listening to Spanish and reading and writing in Spanish, with special emphasis on grammar and pronunciation. The course will focus on communicative competence in situations relating to daily routines, home life, college life, and everyday activities such as meeting and describing people; finding out about schedules, directions, and locations; discussing weather, eating, and holidays. Students are introduced to the culture of Spanish-speaking people in general and to specific customs and cultural characteristics of various Spanish-speaking countries. This course may be offered in a distance education format. (CSU/UC transferable)

SPAN 2 SPANISH 2 – 5 Units

Grading: Pass/No Pass Option

Prerequisite: SPAN 1 with a grade of C or higher, or Foreign Language Placement Level 2 or higher

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 90 lecture total (when offered in the distance education format, hours will total 270)

C-ID: SPAN 110

This is a continuation of SPAN 1. There is continued emphasis on listening to and reading Spanish (receptive skills) and on speaking and writing Spanish. Students expand their language skills and vocabulary. Students also improve their ability to ask and answer questions and to discuss current events, health, food, travel, leisure time and activities, and shopping. The course will focus on communicative competence in situations relating to the aforementioned areas and also to art, music, commerce, family, and the future. Students learn to express themselves in Spanish regarding these topics as they relate to the culture of Spanish-speaking people in general and to some specific Spanish-speaking countries. This course may be offered in a distance education format. (CSU/UC transferable)

SPAN 3 SPANISH 3 – 4 Units

Grading: Pass/No Pass Option

Prerequisite: SPAN 2 with a grade of C or higher, or Foreign Language Placement Level 3 or higher

Advisory: ENGL 280 with a grade of C or higher, or English Placement

Level 5 or higher

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

C-ID: SPAN 200

This course is a continuation of SPAN 2. SPAN 3 includes a compact, detailed review of first-year material as well as new vocabulary and expansion of first-year principles, development of more advanced communication and composition skills, and verb tenses and structures. This course offers extensive conversational exercises with stress on correct pronunciation. The course also includes an introduction to Spanish and Latin American literature and further discussion of the arts in general, particularly as they relate to the culture of Spanish-speaking countries. This course may be offered in a distance education format. *(CSU/UC transferable)*

SPAN 4 SPANISH 4 – 4 Units

Grading: Pass/No Pass Option

Prerequisite: SPAN 3 with a grade of C or higher, or Foreign Language Placement Level 4

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 72 lecture total (when offered in the distance education format, hours will total 216)

C-ID: SPAN 210

This course is a continuation of SPAN 3. SPAN 4 (along with SPAN 3) comprises a compact, detailed review of first-year material as well as new vocabulary and expansion of first-year principles, development of more advanced communication and composition skills, and a more comprehensive overview of verb tenses and structures. This course offers extensive conversational exercises with stress on correct pronunciation. The course also includes further discussion of Spanish and Latin American literature and of the arts in general, particularly as they relate to the culture of Spanish-speaking countries. This course may be offered in a distance education format. *(CSU/UC transferable)*

SPAN 11 ELEMENTARY SPANISH CONVERSATION – 3 Units

Grading: Pass/No Pass Option

Prerequisite: SPAN 1 with a grade of C or higher

Class Hours: 54 lecture total

Development of conversation and writing skills. Review of vocabulary and language structures through discussions, conversations, readings and brief compositions dealing with everyday topics, current events, and culture of Spanish-speaking people. *(CSU transferable)*

SPAN 12 INTERMEDIATE SPANISH CONVERSATION – 3 Units

Grading: Pass/No Pass Option

Prerequisite: SPAN 2 with a grade of C or higher

Class Hours: 54 lecture total

Further development of conversation and writing skills. Review of Spanish vocabulary, pronunciation, and language structure through discussions, conversations, readings, and brief compositions dealing with current events, global issues, and culture of Spanish-speaking people. *(CSU/UC transferable)*

SPAN 19 SPANISH AND LATIN AMERICAN CIVILIZATION – 3 Units

Grading: Pass/No Pass Option

Prerequisite: SPAN 2 with a grade of C or higher, or Foreign Language Placement Level 3

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

Analysis of Latin American and Spanish civilization and Spanish-speaking culture: Discussion and writing in Spanish with the objective of developing greater command of the spoken language through building vocabulary, improving pronunciation, and expressing ideas in a more natural manner. This course may be offered in a distance education format. *(CSU/UC transferable)*

SPAN 151 SPANISH VOCABULARY (formerly SPAN 151AB) – 3 Units

Grading: Pass/No Pass Option

Advisory: ENGL 280 with a grade of C or higher, or English Placement Level 5 or higher

Class Hours: 54 lecture total

This course will help those students who want to learn Spanish vocabulary and grammar in order to facilitate very basic communication in everyday workplace and social situations. Students are introduced to pronunciation and minimum essentials of Spanish grammar. This course is a survey of basic vocabulary, numbers (1-1000), and some vocabulary useful in the workplace. It includes practice of simple phrases, intense practice in comprehending simple phrases, and practice in responses to simple phrases given within the context of a professional or vocational situation.

SPAN 155 SPANISH FOR MEDICAL PROFESSIONALS – 2 Units

Grading: Pass/No Pass Option

Class Hours: 36 lecture total

This course is designed to help health care workers in the United States assess, treat, reassure and educate their Spanish-speaking clients/patients. This course facilitates better communication between health care providers and the growing Spanish-speaking population in the United States and in Northern California. Course topics include the building of the patient-practitioner relationship, understanding the patient's chief complaint, taking medical history and current symptoms, and learning about cultural factors affecting the health care provided to Spanish speakers and the workers that care for them.

SPEECH

See CMST for course listings

STUDENT DEVELOPMENT (STU)

STU 1 COLLEGE SUCCESS – 3 Units (formerly GS 1)

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to help students increase their academic potential and begin learning and applying strategies for success in college and life-long learning. Topics include discovering personal and academic goals, self-discovery, study strategies, critical thinking, communication skills, and college resources and policies. This course may be offered in a distance education format. *(CSU/UC* transferable)*

*UC transfer limit – maximum credit one course between STU 1 and STU 20

STU 20 TRANSFER SUCCESS – 1 Unit

Grading: Pass/No Pass Option

Note: UC Credit Limitation: Maximum of 3 units of credit if student takes both STU 20 and STU 1.

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course promotes academic success by providing students with information that will clarify the transfer process, identify support services on campus, and assist them in developing a comprehensive transfer plan. Topics include a review of higher education options, the process for determining a major, applications and admissions timelines, and criteria for establishing educational goals. This course may be offered in a distance education format. *(CSU/UC* transferable)* *UC transfer limit – maximum credit one course between STU 1 and STU 20

STU 40 GETTING CONNECTED TO YOUR UNIVERSITY – 1 Unit

Grading: Pass/No Pass Only

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is most appropriate for students who are concurrently enrolled in a baccalaureate degree program. This course orients the new university student to their institution's student services, educational policies and procedures, instructional resources, and key personnel. This course will highlight effective strategies for accessing resources as online-only or evening program students. The course places emphasis on developing personal goals for success in the university environment. This course may be offered in a distance education format.. *(CSU transferable)*

STU 41 CAREER FOCUS – 1 Unit

Grading: Pass/No Pass Only

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is most appropriate for students who are concurrently enrolled in baccalaureate degree program. Course is designed for students who have identified their academic interest. The course places emphasis on focused exploration into career opportunities for the

student's specific major. Students will access career information through various methods, use self-assessment tools to evaluate appropriateness of chosen career, develop strategies for deepening exposure to and experience with career pathway, and develop a career plan. This course may be offered in a distance education format. *(CSU transferable)*

STU 44 CAREER WORKSITE READINESS – 1 Unit

Grading: Pass/No Pass Only

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is most appropriate for students who are concurrently enrolled in a baccalaureate degree program. Students will develop a specific plan for entry into and for long-term success in their chosen career. Students will identify industry and employer expectations in their chosen field, effective workplace/industry attitudes, and develop professional communication skills. The course places emphasis on maximizing learning opportunities throughout one's career and the development of effective networking skills. This course may be offered in a distance education format. *(CSU transferable)*

STU 45 GRADUATE/PROFESSIONAL STUDENT SUCCESS – 1 Unit

Grading: Pass/No Pass Only

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course most appropriate for students who are concurrently enrolled in a baccalaureate degree program. This course promotes academic success by providing students with information that will clarify the graduate school process and assist them in developing a comprehensive post-baccalaureate plan. Topics include a review of post-baccalaureate options, predictors and virtues of successful graduate students, admissions requirements and timelines, degree determination process, financial aid applications, criteria for establishing educational, goals, and post graduate objectives. This course may be offered in a distance education format. *(CSU transferable)*

STU 50 GETTING CONNECTED: AN ORIENTATION TO COLLEGE – 0.5-1 Unit (formerly GS 50)

Grading: Pass/No Pass Option

Class Hours: 9-18 lecture total (when offered in the distance education format, hours will total 27-54)

This course includes an orientation to the educational opportunities, programs and services available at Shasta College as well as the procedures for accessing them. In the one unit version of the course, students will deepen their sense of educational purpose and commitment through developing an effective "Education Plan" and building "Connections for Success." This course is appropriate for all students. It fulfills the orientation requirement for priority registration. This course may be offered in a distance education format. *(CSU transferable)*

STU 70 COLLEGE STUDY AND LEARNING SKILLS – 1 Unit (formerly ENGL 171)

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

Designed to help non-traditional and traditional students to develop learning skills and to achieve the greatest amount of competency in their college class work, this course will help students to take notes effectively, read and study course materials, prepare for exams, and complete written assignments. This course may be offered in a distance education format. *(CSU transferable)*

STU 90 CAREER CHOICE – 1 Unit (formerly GS 90)

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed for students who are undecided about their educational and/or career goals. Through a series of group exercises, and career development testing, students learn to identify personal values, interests, skills, aversions, and personality patterns and understand how they relate to choices in the world of work. Students learn to access occupational information, develop decision-making skills and set career goals. This course may be offered in a distance education format. *(CSU transferable)*

STU 91 21st CENTURY WORKPLACE SKILLS – 3 Units

Grading: Pass/No Pass Option

Class Hours: 54 lecture total (when offered in the distance education

format, hours will total 162)

This course is designed to increase awareness of and competency in essential employability skills for today's dynamic workplace environment. These "soft skills," which are broadly applicable across job titles and industries, are designed to complement those obtained in both technical and general education programs. The goal of the course is to support student success in their work-based learning opportunities, including work-site learning, internships, and service-learning projects. The course will open with a review of the changing global economy, the rise of entrepreneurship, and how employability skills can increase students' competitiveness in the workplace. The course will then cover the top ten skills that have been identified to support career and college readiness. These include adaptability, analysis/solution mindset, collaboration, communication, digital fluency, entrepreneurial mindset, empathy, resilience, self-awareness, and social/diversity awareness. The course will close with sections transitioning to the workforce. This course may be offered in a distance education format. *(CSU transferable)*

STU 92 WORKSITE READINESS (formerly GS 92) – 1 Unit

Grading: Pass/No Pass Option

Class Hours: 18 lecture total (when offered in the distance education format, hours will total 54)

This course is designed to prepare students to be successful on the job. Students will gain insight into employer expectations, effective workplace attitudes, developing job-related communication skills, conflict resolution, and managing stress. Emphasis will be placed on maximizing learning opportunities in the workplace, the development of effective networking skills, personal skill-acquisition plan, and building a job search campaign. This course may be offered in a distance education format. *(CSU transferable)*

STU 110 EMPLOYMENT SKILLS – 2 Units

Grading: Pass/No Pass Option

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

This course is designed to increase awareness of and competency in the employability skills that are essential in today's workplace environments. In this course students will continue to identify, develop, and reinforce workforce skills including critical soft skills demanded by employers. Throughout the course students will work in teams and examine and practice communication and soft skills. This course will improve the student's knowledge, work habits, and character traits necessary for today's workforce. This course may be offered in a distance education format.

STU 301 COLLEGE SUCCESS WORKSHOP SERIES – 0 Units

Grading: Pass/No Pass Only

Class Hours: 1-28 lecture total (when offered in the distance education format, hours will total 1-28)

This course is a series of workshops designed to develop strategies for student success. This course may be offered in a distance education format.

STU 310 GENERAL TUTORING LAB/SUPERVISED TUTORING – 0 Units (formerly GS 310)

Grading: Pass/No Pass Only

Class Hours: 1-954 lab total (when offered in the distance education format, hours will total 1-954)

This course provides tutoring assistance to increase the probability of a student's successful completion of his or her educational objectives. Upon faculty/counselor referral, student will receive tutoring in designated subject areas in various tutoring labs on campus. Cumulative progress and attendance records will be maintained for this noncredit, open entry course. Hours will vary depending upon individual student's needs. This course may be offered in a distance education format.

STU 311 CAREER AND JOB SEARCH PREPARATION – 0 Units

Grading: Pass/No Pass Only

Class Hours: 1-765 lab total (when offered in the distance education format, hours will total 1-765)

This course assists students in making career exploration decisions and acquiring the occupational information necessary for career experience planning and job placement. Students can gain access to on-the-job training and work experience opportunities through this course, as well as receive support with interview skills, and writing resumes and covers letters. The hours for this course will vary depending upon individual students' needs. This course may be taught in a distance education

format.

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THEATRE ARTS (THTR)

THTR 1 INTRODUCTION TO THEATRE ARTS – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: THTR 111

This course is a survey of Theatre Arts, theatre history, playwrights, practitioners, genres, production methods, dramatic structure, performance style, plays, terminology, history, criticism, and stagecraft. Students will develop an appreciation for the theatre arts through lectures, play reading, viewing, critiquing, and participating in college productions. This course fulfills the Arts requirement for General Ed Transfer. This course may be offered in a distance education format. *(CSU/UC transferable)*

THTR 5 20TH CENTURY MULTICULTURAL THEATRE – 3 Units

Advisory: ENGL 196 with a grade of C or higher, or English Placement Level 6 or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This is a survey course in trends and developments of 20th Century theatre. Major playwrights (Ibsen, Chekov, Beckett), personalities (Craig, Artaud), and theatre innovators (Brecht) of this century will be examined. Mainstream and avant-garde influences as well as the impact of technology on plays and performances will be discussed. Playwrights, directors and acting teachers of different cultures, countries and genders are studied. This course fulfills the Humanities requirement for General Education transfer. This course may be offered in a distance education format. *(CSU/UC transferable)*

THTR 8 HISTORY OF WORLD THEATRE I – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: THTR 113

This is a survey course of Theatre History emphasizing cultural, historic, and international theatre from its origins through the 17th Century. It includes exploration of experience, imagination, and expression of dramatic art forms throughout the world. Topics include historical relevance and context, text analysis, acting style, theme, language, diction, set, audience, gender issues, special effects, cultural significance, and production stylization. This course may be offered in a distance education format. *(CSU/UC transferable)*

THTR 9 HISTORY OF WORLD THEATRE II – 3 Units

Class Hours: 54 lecture total

This a survey course of Theatre History emphasizing cultural, historic, and contemporary theatre from 1700 to the present. It includes exploration of experience, imagination, and expression in dramatic art forms throughout the world. Topics include historical development and context, text analysis, acting style, theme, language, diction, set, audience, gender issues, special effects, and cultural significance. *(CSU/UC transferable)*

THTR 12 ACTING I – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: THTR 151

This course prepares a student to apply basic acting theory to performance and develops the skills of interpretation of drama through acting. Special attention is paid to skills for performance: memorization, stage movement, vocal production, and interpretation of text. This course may be offered in a distance education format. *(CSU/UC transferable)*

THTR 13 ACTING II – 3 Units

Prerequisite: THTR 12 with a grade of C or higher

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

C-ID: THTR 152

This course prepares a student to apply basic acting theory to performance and develops the skills of interpretation of drama through acting. Special attention is paid to skills for performance: memorization,

stage movement, vocal production, and interpretation of text. This course may be offered in a distance education format. *(CSU/UC transferable)*

THTR 16 ACTING LAB – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: THTR 12 with a grade of C or higher

Class Hours: 54 lab total

C-ID: THTR 151 (with THTR 12)

This laboratory course follows Acting I and Acting II and continues the exploration of theories and techniques used in preparation for the interpretation of drama through acting. The emphasis will be placed on deepening the understanding of the acting process through character analysis, monologues, and scenes. This course may be offered in a distance education format. *(CSU/UC transferable)*

THTR 23 MAINSTAGE PRODUCTION I – 1-4 Units (formerly THTR 23AD)

Class Hours: 54-216 lab total

C-ID: THTR 191

In this fundamental course, students rehearse, prepare and perform a Mainstage play. Play selections vary each time this course is taught. Production activities may include acting, stage management, stage operations, costuming, stagecraft, and front of house operations. While the course is required for theatre majors, non-majors are welcome. Students may enroll more than once for this course until reaching the maximum number of 4 total units. *(CSU/UC transferable)*

THTR 26 MAINSTAGE PRODUCTION II – 1-6 Units (formerly THTR 26AD)

Class Hours: 54-324 lab total

C-ID: THTR 191

This course focuses on the rehearsal and performance of a major play or musical. Activities may include acting, stage management, backstage operations, costuming, stagecraft, and front of house operations. Play selections vary each time this course is taught. Students may enroll more than once for this course until reaching the maximum number of 6 total units. *(CSU/UC transferable)*

THTR 30 STAGECRAFT – 3 Units

Grading: Pass/No Pass Option

Class Hours: 45 lecture/27 lab total

C-ID: THTR 171

This course focuses on the technical principles of theatrical productions. Subjects covered include the use of basic power tools, construction and painting of scenery, hanging and operating lighting instruments, basic stage management, and understanding backstage operations. Students will learn how to interpret theatrical construction diagrams, floor plans for stage sets, and light plots. *(CSU/UC transferable)*

THTR 34 MAKEUP – 2 Units

Grading: Pass/No Pass Option

Class Hours: 27 lecture/27 lab total (when offered in the distance education format, hours will total 108)

C-ID: THTR 175 (with THTR 38)

This course is designed to introduce the student to the principles and practical application of stage makeup. Emphasis will be given to facial structure, character analysis, makeup selection, application, facial modeling, three-dimensional techniques, false hair, character and corrective makeup. The student will demonstrate his/her understanding through actual application in the classroom and as a member of a makeup crew for a specific play production, special exercise, or project. This course may be offered in a distance education format. *(CSU/UC transferable)*

THTR 38 MAKEUP LAB – 1 Unit

Grading: Pass/No Pass Option

Prerequisite: THTR 34 with a grade of C or higher

Class Hours: 54 lab total

C-ID: THTR 175 (with THTR 34)

This lab course is designed to develop the student's skills introduced in Theatre 34, Makeup. Emphasis will be given to corrective character analysis, makeup selection and application techniques. The student will demonstrate his/her understanding through actual application in the classroom and as a member of a makeup crew for a specific play production, special exercise, or project. This course may be offered in a distance education format. *(CSU transferable)*

**THTR 41 THEATRE LABORATORY – 1-4 Units
(formerly THTR 41AD)**

Grading: Pass/No Pass Option
Class Hours: 54-216 lab hours total
C-ID: THTR 192

In this laboratory course students will receive supervised practical experience and training in theatrical productions. Students may work progressively in one or more of the following areas: scenery construction, fabrication and rigging; console operations; stage management; lighting; sound; costumes; wardrobe; properties; make-up; publicity; house management; concessions; and running crews. Upon approval of the instructor, students may direct and participate in the preparation, rehearsal, and performance of student directed productions. Play selections vary each time this course is taught. Students may enroll more than once for this course until reaching the maximum number of 4 total units. *(CSU/UC transferable)*

**THTR 42 TECHNICAL STAGE PRODUCTION – 1-4 Units
(formerly THTR 42AD)**

Grading: Pass/No Pass Option
Class Hours: 54-216 lab total
C-ID: THTR 192

This is a laboratory course in which the student will participate in one or more of the following production areas: scenery construction, set decorations, lighting, sound, costumes, properties, makeup, stage management and publicity. The course will focus on the technical requirements for creating public performances and entertainments. Entertainment selections vary each time this course is taught. Students may enroll more than once for this course until reaching the maximum number of 4 total units. *(CSU transferable)*

**THTR 50 REHEARSAL AND PERFORMANCE – 1-3 Units
(formerly THTR 50AD)**

Grading: Pass/No Pass Option
Class Hours: 54-162 lab total
C-ID: THTR 191

This is a rehearsal and performance course designed to provide experience in creating public performances, including but not limited to improvisation, dance, music, musical reviews and concerts. Entertainment selections vary each time this course is taught. Students may enroll more than once for this course until reaching the maximum number of 3 total units. *(CSU/UC transferable)*

THTR 70 REPERTORY THEATRE – 1, 2, 3, 4, 6, 8, 10 Units

Class Hours: 54-540 lab total (54 hours per unit)
C-ID: THTR 191

In this course students will rehearse and perform one or more works in a repertory theatre format. Students will participate in a theatrical company/ensemble. They will share in the preparation, rehearsal, promotion, and public performance of a series of plays, musicals, or theatrical productions. Class projects and rehearsal activities may include choreography and music elements. Students may enroll more than once for this course until reaching the maximum number of 10 total units. *(CSU/UC transferable)*

**THTR 74 REPERTORY THEATRE – TECHNICAL –
1, 2, 3, 4, 6, or 8 Units**

Class Hours: 54-432 lab total (54 hours per unit)
C-ID: THTR 192

This is a laboratory course in which students will gain work experience and training in technical Repertory Theatre practices. Students may work progressively in one or more of the following areas: scenery construction, fabrication, and rigging; console operations; stage management; lighting; sound; costumes; wardrobe; properties; make-up; publicity; house management; concessions; and running crews. Play selections vary each time this course is taught. Students may enroll more than once for this course until reaching the maximum number of 8 total units. *(CSU/UC transferable)*

THTR 81 SCRIPT ANALYSIS AND PLAYWRITING – 3 Units

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)
C-ID: THTR 114

This course is an in-depth examination of the elements of the dramatic script. The course consists of four main areas of investigation: critiquing the script; playwrights; plotting and theatre conventions; creating and analyzing motivated characters. This course will guide the student

toward creating scripts and analyzing their problems and help them distinguish drama from the performed theatre, such as scenarios for action. This course may be offered in a distance education format. *(CSU/UC transferable)*

**THTR 301 APPLIED THEATRE TECHNIQUES-TECHNICAL –
0 Units (formerly THTR 301AD)**

Grading: Pass/No Pass Only
Class Hours: 9-162 lab total

Course is designed to allow involvement in the production of a dramatic event for those with a particular interest in costuming, prop building, makeup, set building, sound and lighting, or other theatre-related technical skills. Students will be exposed to new skills as well as applying skills already learned in a practical manner. This course is designed for older adults and community members to refine their skills in Theatre production.

THTR 302 APPLIED THEATRE – DRAMATIC – 0 Units

Grading: Pass/No Pass Only
Class Hours: 9-162 lab total

This course is designed to allow those interested in appearing in a dramatic presentation to become involved in a specific aspect of that production. Although new skills will be acquired, such as audition techniques, casting practices, orientation to repertory procedures, and introduction to theatre administration, the major emphasis of the class will be directed toward the preparation of a stage production. This course is designed for older adults and community members to refine their performance skills.

V**VOCATIONAL NURSING (VOCN)**

See Also: HEOC, REGN

VOCN 160 FOUNDATIONS OF NURSING PRACTICE – 15 Units

Limitation on Enrollment: Students must be enrolled in the Vocational Nursing Program

Note: All students participating in clinical rotations must submit proof of drug screening and a background check prior to going into clinical facilities. Students are financially responsible for meeting these requirements according to the established program process.

Class Hours: 144 lecture/378 clinical total* (when offered in the distance education format, hours will total 810)

*Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.

This course is the first in the sequence of three required courses for the Vocational Nursing Program. The emphasis of this course is development of fundamental nursing skills. Theory content includes role of the vocational nurse, nursing trends, interpersonal relationships, disease processes, and pharmacology. The student practices fundamental nursing skills in the Clinical Skills Laboratory prior to clinical assignment in long-term and acute-care settings. A portion of this course may be offered in a distance education format.

VOCN 161 NURSING OF ADULTS – 13 Units

Prerequisite: VOCN 160 with a grade of C or higher

Note: If not previously completed, all students participating in clinical rotations must submit proof of drug screening and a background check prior to going into clinical facilities. Students are financially responsible for meeting these requirements according to the established program process.

Class Hours: 144 lecture/288 clinical total* (when offered in the distance education format, hours will total 720)

*Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.

This course is the second required course in the Vocational Nursing Program. The emphasis of this course is towards application of the nursing process in acute care settings. Theory content includes care of patients with common medical surgical problems with adaptation to address all age groups. The student develops competence in administration of medications and varied therapeutic skills to assigned patients with safety and increasing confidence. Assignments include practice in the Clinical Skills Laboratory and medical, surgical, and orthopedic areas in acute care settings. Students may be assigned in such optional areas as operating room and recovery room for follow-

through experience with their assigned surgical patients and in an ambulatory center. A portion of this course may be offered in a distance education format.

VOCN 162 NURSING OF ADULTS AND CHILDREN – 13 Units (formerly VOCN 161B)

Prerequisite: VOCN 161 with a grade of C or higher

Note: If not previously completed, all students participating in clinical rotations must submit proof of drug screening and a background check prior to going into clinical facilities. Students are financially responsible for meeting these requirements according to the established program process.

Class Hours: 144 lecture/288 clinical total* (when offered in the distance education format, hours will total 720)

*Lab hours may be listed as TBA in course schedule. Specific times and meeting location(s) will be provided in the First Class Handout.

This course is the last required course in the Vocational Nursing Program. The emphasis of this course is on principles of nursing care for maternity, newborn, pediatric patients and continuing care of patients with more complex medical surgical problems. Supervision/leadership skill behaviors are introduced in the long-term care setting. Assignments include clinical experience in the acute care, long-term care, home-care setting, medical, surgical, obstetrics (including nursery), pediatrics, acute progressive care, and outpatient clinics. A portion of this course may be offered in a distance education format.

W

WATER TREATMENT TECHNOLOGY (WTT)

WTT 94 WATER TREATMENT TECHNOLOGY WORKSITE LEARNING – 1-8 Units

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Water Treatment Technology Worksite Learning course allows the student to gain on-the-job experience through employment/volunteerism at an approved water treatment job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. (CSU transferable)

WTT 177 INTRODUCTION TO WASTEWATER TREATMENT – 3 Units (formerly NR 177)

Grading: Pass/No Pass Option

Note: Students may be required to attend no more than three field trips during the semester.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to provide the student with a general background in the design, operation, and maintenance of water and wastewater treatment plants and to prepare the experienced operator for certification examinations. This course is directed primarily toward entry-level operators, industrial waste inspection, lab technicians, maintenance personnel, and related occupations. It explains how and why treatment of wastewater protects the environment. This course may be offered in a distance education format.

WTT 180 INTRODUCTION TO WATER TREATMENT TECHNOLOGY – 3 Units (formerly NR 180)

Grading: Pass/No Pass Option

Note: Students may be required to attend no more than three field trips during the semester.

Class Hours: 54 lecture total (when offered in the distance education format, hours will total 162)

This course is designed to provide the student with a general background in the design, operation, and maintenance of water treatment plants and prepares the experienced operator for the State

Water Treatment Plant Operator Certification examination. This course may be offered in a distance education format.

WTT 181 INTERMEDIATE WATER TREATMENT TECHNOLOGY – 3 Units (formerly NR 181)

Advisory: WTT 180 with a grade of C or higher

Class Hours: 54 lecture total

This course covers water supply and treatment, historical development of water quality control practices, water sources, public health aspects of water supply, chemical treatment, and evaluation of the various treatment processes. This course will prepare the experienced operator for certification examinations.

WTT 183 INTERMEDIATE WASTEWATER TREATMENT – 3 Units (formerly NR 183)

Grading: Pass/No Pass Option

Class Hours: 54 lecture total

This course will provide the student with a general background in advanced wastewater treatment processes, and prepare the operator for advanced certification examinations.

WTT 184 SMALL WATER SYSTEMS AND DISTRIBUTION – 3 Units (formerly NR 184)

Advisory: WTT 180 with a grade of C or higher

Class Hours: 54 lecture total

This course provides the student with a general background in the design, operation, and maintenance of small water systems and water distribution systems. It prepares the experienced operator for the State Water Treatment Plant and Distribution Operator Certification Examination.

WTT 186 ADVANCED WASTEWATER TREATMENT – 3 Units (formerly NR 186 and NR 182)

Grading: Pass/No Pass Option

Advisory: WTT 177 or WTT 183 with a grade of C or higher

Class Hours: 54 lecture total

This course is designed to provide the student with a more in-depth background in the design, operation, and maintenance of wastewater treatment plants and to prepare the experienced operator for higher-level certification examinations.

WELDING TECHNOLOGY (WELD)

WELD 70 BEGINNING WELDING – 3 Units

Note: Students must provide safety glasses and welding gloves, and those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

A beginning course designed for the student interested in acquiring basic welding skills to be used in a trade or service occupation. Emphasis is placed on oxyacetylene and arc welding in all positions. A portion of this course may be offered in a distance education format. (CSU transferable)

WELD 73 STRUCTURAL STEEL METAL FABRICATION – 3 Units (formerly WELD 173)

Prerequisite: WELD 70, WELD 170, or WELD 174 with a grade of C or higher

Note: Students must provide safety glasses and welding gloves and those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This is a course covering metal fabrication techniques, layout, welding, and the use of metal fabrication equipment. The class simulates on-the-job welding situations. A portion of this course may be offered in a distance education format. (CSU transferable)

WELD 94 WELDING TECHNOLOGY WORKSITE LEARNING – 1-8 Units

Limitation on Enrollment: Financial aid students must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

The Welding Technology Worksite Learning course allows the student to

gain on-the-job experience through employment/volunteerism at an approved welding technology job site that is acquired by the student and related to the student's major. A faculty member supervises all WSL courses to ensure that the work experience is of educational value. The course stresses good work habits and meeting of competencies through actual on-the-job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 8 units may be earned in a single semester. (CSU transferable)

WELD 118 BLUEPRINT AND SPECIFICATION READING (MECHANICAL) – 2 Units (formerly ENGR 118)

Grading: Pass/No Pass Option

Class Hours: 36 lecture total (when offered in the distance education format, hours will total 108)

A beginning blueprint reading class for the student in the metal and mechanical trades. Basic visualization and drawing concepts including orthographic projection, detailing, sketching, and communication skills that are needed for employment are developed in the class. This course may be offered in a distance education format.

WELD 170 INTRODUCTION TO ARC WELDING – 3 Units

Note: Students must provide safety glasses and welding gloves, and those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This is a 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 in this course. Course activities include learning to weld stringer and weave beads, butt and fillet welds in flat, horizontal, vertical, and overhead positions. A portion of this course may be offered in a distance education format.

WELD 171 INTERMEDIATE ARC WELDING – 3 Units (formerly WELD 171AB)

Advisory: WELD 170 with a grade of C or higher, or equal trade welding experience

Note: Students must provide safety glasses, welding gloves, and those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This is a course to advance arc welding skills with emphasis on vertical and overhead welding. Course activities prepare the student for weld certification and advanced arc welding classes using the SMAW process. A portion of this course may be offered in a distance education format.

WELD 174 STRUCTURAL STEEL MIG WELDING – 3 Units

Note: Students must provide safety glasses and welding gloves, and those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting. Welding is a skill that requires a great deal of hand and eye coordination. Hours of practice are needed to master skills to advance to the next level or become skilled enough for employment.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

GMAW (gas metal arc welding) stresses certification and code welding on plate and structural steel in all positions. Course instruction and related information will include gas metal and flux core arc welding equipment and welding variables. The course will also cover shielding gases, equipment malfunctions, certification and weld procedures. A portion of this course may be offered in a distance education format.

WELD 175 TIG WELDING – 3 Units

Note: Students must provide safety glasses and welding gloves, and those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting. Welding is a skill that requires a great deal of hand and eye coordination. Hours of practice are needed to master skills to advance to the next level or become skilled enough for employment.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

TIG (tungsten inert gas) is an inert gas welding process also known as Heliarc which covers aluminum, mild steel, stainless steel, magnesium, and copper welding. The course consists of welding on flat and pipe stock

in all positions. Course content will include metals identification and weld symbols. Welding exercises are stressed to develop welding skills. A portion of this course may be offered in a distance education format.

WELD 178 PIPE WELDING FUNDAMENTALS – 3 Units

Prerequisite: WELD 170 or WELD 171 with a grade of C or higher, or previous welding experience as assessed by the instructor

Note: Student 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.

Class Hours: 27 lecture/81 lab total (when offered in the distance education format, hours will total 162)

This is a fundamental course in pipe welding with emphasis on open groove pipe joints using oxyacetylene, arc and inert gas welding process in all positions. A portion of this course may be offered in a distance education format.

WELD 182 ADVANCED ARC WELDING – 1.5 Units

Prerequisite: WELD 171 with a grade of C or higher, or have equal trade welding experience

Note: Students must provide safety glasses and welding gloves, and those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting.

Class Hours: 81 lab total (when offered in the distance education format, hours will total 81)

This is an advanced course designed to prepare students to pass structural steel certification in vertical and overhead positions. SMAW (stick) and FCAW (MIG) processes 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. A portion of this course may be offered in a distance education format.

WELD 183 ADVANCED ARC WELDING SPECIALTY LAB – 1.5 Units

Prerequisite: WELD 182, WELD 184, WELD 186, or WELD 188 with a grade of C or higher, or equal trade welding experience

Note: Students must provide safety glasses and welding gloves, and those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting. Welding is a skill that requires a great deal of hand and eye coordination. Hours of practice are needed to master skills to advance to the next level or become skilled enough for employment.

Class Hours: 81 lab total (when offered in the distance education format, hours will total 81)

This course is an advanced course designed to prepare students to pass structural steel certification in vertical and overhead positions. Students can obtain certifications in both the SMAW (Shielded Metal Arc Welding), FCAW (Flux Cored Arc Welding) GTAW (Gas Tungsten Arc Welding), and Pipe Welding. The goal of this class is to pass the AWS D1.1, ASME, or API Welding Qualification tests. Strict adherence to the testing procedures will be followed. Completion of the class does not guarantee certification unless welding procedure qualification tests are passed. A portion of this course may be offered in a distance education format.

WELD 184 ADVANCED GTAW (TIG) WELDING – 1.5 Units

Prerequisite: WELD 175 with a grade of C or higher, or have equivalent trade welding experience (as approved by instructor).

Note: Students must provide safety glasses and welding gloves, and those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting. Welding is a skill that requires a great deal of hand and eye coordination. Hours of practice are needed to master skills to advance to the next level or become skilled enough for employment.

Class Hours: 81 lab total (when offered in the distance education format, hours will total 81)

This course is an advanced welding laboratory class with emphasis on vertical and overhead welding. This class is designed for the student interested in improving their beginning skills in order to prepare for entry into the job force as a TIG welder. A portion of this course may be offered in a distance education format.

WELD 186 ADVANCED PIPE WELDING – 2 Units

Corequisite: WELD 178, or previous completion of WELD 178 with a grade of C or higher, or have equal trade welding experience.

Note: Students must provide safety glasses and welding gloves, and those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting. Welding is a skill that requires a great deal of hand and eye coordination. Hours of practice are needed to master skills to advance to the next level or become skilled enough for employment.

Class Hours: 108 lab total (when offered in the distance education format, hours will total 108)

An advanced pipe welding class with emphasis on ASME, AWS, or API certification. Course instruction includes welding codes, pipe classification and identification. Completion of the class does not guarantee certification unless welding procedure qualification tests are passed. A portion of this course may be offered in a distance education format.

WELD 188 ADVANCED GMAW (MIG) WELDING – 1.5 Units

Corequisite: WELD 174 or WELD 176, or previous completion of WELD 174 or WELD 176 with a grade of C or higher, or have equal trade welding experience.

Note: Student must provide safety glasses and welding gloves, and those materials which are of continuing value outside of the classroom setting. This cost will be explained at the first class meeting. Welding is a skill that requires a great deal of hand and eye coordination. Practice is needed to master skills to advance to the next level of employment.

Class Hours: 81 lab total (when offered in the distance education format, hours will total 81)

An advanced welding laboratory class with emphasis on vertical and overhead welding. This class is designed for the student interested in improving his/her beginning skills in order to prepare for entry into the job force as a GMAW (MIG) welder. A portion of this course may be offered in a distance education format.

WELD 301 WELDING QUALIFICATION PREPARATION 1 – 0 Units

Grading: Pass/No Pass Only

Note: This course is designed for students that have a basic understanding of welding or are currently working in the industry.

Class Hours: 4-16 lab total

This is a course designed to help students and working professionals learn about welding codes and prepare for welding qualification (AWS, ASME, and API codes).

WELD 302 WELDING QUALIFICATION PREPARATION 2 – 0 Units

Grading: Pass/No Pass Only

Note: This course is designed for students that have a basic understanding of welding or are currently working in the industry.

Class Hours: 4-16 lab total

This is a course designed to help students and working professionals understand welding code requirements, utilize written procedures in the operation of welding equipment, and learn the techniques necessary to pass a welding qualification test.

WORKSITE LEARNING (WSL)

WSL 94 GENERAL WORKSITE LEARNING – 1-6 Units

Grading: Pass/No Pass Option

Limitation on Enrollment: FINANCIAL AID STUDENTS: Student must maintain concurrent enrollment in seven (7) units which include worksite learning units. Students not receiving financial aid do not need to enroll in other courses in order to participate in Worksite Learning Classes.

Class Hours: 75 hours paid or 60 hours non-paid per unit

General Worksite Learning allows the student to gain on-the-job experience through employment/volunteerism at an approved job site acquired by the student. A faculty member supervises Worksite Learning to ensure that the work experience is of educational value. Worksite

Learning stresses good work habits and meeting of competencies through actual on the job performance. A student may earn up to 16 units through repeating this course since course content varies and skills are enhanced by supervised repetition and practice. A maximum of 6 units may be earned in a single semester. (CSU transferable)

Z

ZOOLOGY (ZOOL)

ZOOL 1 GENERAL ZOOLOGY – 4 Units

Prerequisite: MATH 102 with a grade of C or higher, or Math Placement Level 4 or higher

Class Hours: 36 lecture/108 lab total

C-ID: BIOL 150

This course focuses on the study of the major divisions of the animal kingdom with emphasis on the origin, adaptations, functions, and development. (CSU/UC transferable)

Chapter 5: Grading and Academic Standards

Audit

Please see Chapter 1 – Admission and Enrollment Information for details.

Grading

It is the responsibility of the instructor for the assignment of grades in any Shasta College course. To ensure that grading is done consistently and fairly, the instructor shall:

1. Develop a grading procedure prior to the beginning of the course and have this procedure clearly communicated to each student on the first day handout (syllabus) of each course.
2. Establish a grading procedure that shall guarantee the academic integrity of the course at the appropriate level.
3. Once established, adhere to the course grading procedure throughout the semester.
4. Give sufficient evaluations throughout the course to ensure that students are aware of progress and to inform the students of standing in the course.
5. Abide by established examination schedules of the college.
6. Adhere to established deadlines and use appropriate forms for submitting grades to the Records Office.
7. File all grade changes within one (1) year of the original grade being issued.

GRADE CHANGE PROCEDURE

Reference: *Title 5, Section 55025*

The determination of the student's grade by the instructor shall be final in the absence of mistake, fraud, bad faith, or incompetence. All changes or modifications to a student record must be requested no later than one year from the end of semester in which the grade was posted. If a grade is found to have been given in error, the incorrect grade will be replaced with the correct grade. An Incomplete (I) may be made up no later than one year following the end of the term in which it was assigned.

See *Administrative Procedure 4231* for more information.

GRADE CHANGE APPEAL PROCEDURE

The instructor of the course shall determine the grade to be awarded to each student. The removal or change of an incorrect grade from a student's record shall only be done upon authorization by the instructor of the course. If a student is not satisfied with an appeal to the instructor of a course, the student may appeal directly to the Division Dean in writing within 30 days of the instructor's response. If a student is not satisfied with the Dean's decision, the student may appeal to the Assistant Superintendent/Vice President of Instruction or their designee, who will render the final decision.

For more information on appealing a grade, call (530) 242-7659.

See *Administrative Procedure 4231* for more information.

Grading Definitions

The course grading procedure is based on the established course objectives according to the following grade definitions:

A – Excellent – Outstanding achievement of the course objectives. (4 grade points per unit)

B – Good – Above average achievement of the course objectives. The quality of work demonstrates a comprehensive knowledge of the subject matter and a marked ability to interpret it. (3 grade points per unit)

C – Fair to Average – Satisfactory or average achievement of the course objectives. The performance fulfills the course requirements in

both quality and quantity and meets acceptable standards for graduation. (2 grade points per unit)

D – Less than Satisfactory – Achievement below the course objectives but such that it is not necessary to repeat the course. The level of achievement is not generally satisfactory for advancement in studies in the same or related areas. (1 grade point per unit)

F – Failing – Failure to achieve objectives of the course. The performance is undeserving of course credit. (0 grade points)

P – Pass – Satisfactory achievement of course objectives. Student is passing the course with a "C" or better. (Not used in grade point calculations). See [Administrative Procedure 4230](#) for more information.

FW – Failed-Withdrawal – A student who has both ceased participating in a course sometime after the last day to withdraw from the course without having achieved a final passing grade, and who has not received District authorization to withdraw from the course due to extenuating circumstances may be assigned an "FW." The FW results in zero grade points and zero units. Students who receive an "FW" may be subject to a return to Title IV calculation.

NP – No Pass – Less than satisfactory or failing; units not counted in grade point average. ("NC" may be assigned for courses prior to 2009).

SP – Satisfactory Progress – Satisfactory Progress toward completion of the course. (This is used for noncredit courses only and is not supplanted by any other symbol).

I – Incomplete – At the instructor's discretion, incomplete academic work for unforeseeable, emergency and justifiable reasons at the end of the term may result in an "I" symbol being entered in the student's record. For an incomplete grade assignment to be considered, the student must be passing the course at the time of the emergency. The condition for the removal of the "I" shall be stated by the instructor on an Incomplete Petition and contain the conditions for removal of the "I" and the grade assignment in lieu of its removal. A copy of the Incomplete Petition must be given to the student with a copy on file with Admissions and Records until the "I" is made up or the time limit has passed. A final grade will be assigned when the work stipulated has been completed and evaluated, or when the time limit for completing the work has passed. There is a one-year limit, following the end of the term for which the "I" was assigned, for completion of the terms stated in the written record. The "I" symbol is not used in calculating units attempted for grade points. The student may petition the Scholastic Standards Committee for a time extension due to extenuating circumstances.

NON-EVALUATIVE SYMBOLS DEFINITIONS

AU – Audit – Auditing is to allow students to participate in class activities beyond the course repetition limit; and to allow students to repeat a course with the intent of upgrading needed skills or reviewing course content. Priority will be given to credit-seeking students.

IP – In progress – The "IP" symbol shall be used to denote that the class extends beyond the normal end of an academic term. It indicates that work is "in progress", but that the assignment of a substantive grade must await its completion. The "IP" symbol shall remain on the student's permanent record in order to satisfy enrollment documentation. The appropriate evaluative grade and unit credit shall be assigned and appear on the student's record for the term in which the course is completed. The "IP" shall not be used in calculating grade point averages.

RD – Report Delayed – The "RD" symbol shall be assigned by the registrar only. It is to be used when there is a delay in reporting the grade of a student due to circumstances beyond the control of the student. It is a temporary notation to be replaced by a permanent symbol as soon as possible. "RD" shall not be used in calculating grade point averages.

MW – Military Withdrawal – May be assigned by the registrar when a

student who is a member of an active or reserve United States military service receives orders compelling a withdrawal from courses. Upon verification of such orders, military withdrawal may be assigned at any time after the Add/Drop period. Military withdrawals shall not be counted in progress probation, dismissal calculations, or in calculating the permitted number of withdrawals. In no case, may a Military Withdrawal result in a student being assigned an "FV" grade

W - Withdrawal - Students may withdraw from a class after the official "drop" date and up through the last day of the fourteenth week or 75% of the term, whichever is less. The notation "W" will appear on the student's transcript and will not be used in calculation of the grade point average. Excessive "W"s shall, however, be used as factors in probation and dismissal procedures. **IT IS THE STUDENT'S RESPONSIBILITY TO WITHDRAW FROM A CLASS(ES).** An instructor may also drop a student during the first 75% of the class for non-participation. Forms are available from Admissions and Records, Extended Education sites, or by mail. Students who have not dropped or withdrawn from a class before the end of the fourteenth week or 75% of the term will be assigned a course grade. After this date, students may file a Late Drop Petition due to extenuating circumstances. Before a course grade is posted, the Associate Dean of Student Services or designee may review the petition and may assign a grade of "W" and may refund enrollment fees. After a grade is posted a student may submit an "Extenuating Circumstances" petition to the Scholastic Standards Committee. This Committee may assign a grade of "W" and may refund enrollment fees due to extenuating circumstances.

EW – Excused Withdrawal – May be assigned by the Associate Dean of Student Services or designee to permit a student to withdraw from a course for reasons beyond their control. Upon the receipt of verifiable documentation supporting the request, an EW is applicable when a student withdraws from a course(s) due to reasons beyond their control, which include but are not limited to the following:

- Job transfer outside the geographical region;
- Illness in the family where the student is the primary caregiver;
- An incarcerated student in a California State Prison or County Jail is released from custody or involuntarily transferred before the end of the term (In the case of an incarcerated student, an excused withdrawal cannot be applied if the failure to complete the course(s) was the result of a student's behavioral violation or if the student requested and was granted a mid-semester transfer);
- The student is the subject of an immigration action;
- Death of an immediate family member; or
- Chronic or acute illness, verifiable accidents, or natural disasters directly affecting the student or other circumstances that make continued attendance in a course(s) impractical.

Verifiable documentation can include, but is not limited to a note from a doctor stating the student is not currently able to complete the work due to illness, employment verification of a new job, a booking report, police report of an accident, or any other documentation that proves the student's completion of a course is impractical. Impractical is defined as impossible due to reasons beyond the student's control. The determination shall be made by the Associate Dean of Student Services or designee during the semester before grades are posted. The determination will be made by the Scholastic Standards Committee after grades are posted and no later than the date when the district policy allows a grade change. (See [AP 4231](#))

A student may request to use an "EW" for only one course or all courses in a term depending on the reason for the request. For example, it is possible that a student, based on an illness, is not able to participate in an in-person course but is able to continue with online courses. Individual case facts will be used to determine the continuity of some courses and not others.

An "EW" symbol may be requested by the student at any time during the semester and no later than the date when the college allows a grade change. (See [AP 4231](#)) An excused withdrawal shall not be counted in progress probation or dismissal calculations nor shall it be counted toward the permitted number of withdrawals or counted as an enrollment attempt. The financial aid of a student may be affected

depending on individual circumstances. A student should consult with the financial aid staff regarding any impact.

See *Administrative Procedure 4230* for more information.

Credit for Prior Learning (Alternate Ways to Earn Credit)

ASSESSMENTS OF CREDIT FOR PRIOR LEARNING

Advanced Placement (AP Examination)

Shasta College will award credit to students scoring a 3, 4, or 5 on Advanced Placement examinations as indicated below. Credit is awarded based on the CSU's "Systemwide Credit for External Examinations" policy, which is updated periodically. Students desiring credit for an AP exam need to have AP test scores sent to the Shasta College Admissions and Records Office from the College Board. Each transfer institution will determine the number of units awarded and the courses satisfied according to individual campus policies. For specific course information, students are encouraged to meet with a counselor.

All CSU campuses will accept the exams shown below toward fulfillment of the designated General Education-Breadth area if the examination is included in a full or subject-area certification. The CSU campus to which the student is transferring determines the total number of units awarded for successful completion of an Advanced Placement examination and the applicability of the examination to other graduation requirements.

The University of California grants credit for all Advanced Placement examinations on which a student scores 3 or higher. The credit may be subject credit, graduation credit, or credit toward General Education or breadth requirements, as determined by evaluators at each campus. Shasta College will certify the units for the IGETC General Education area indicated below.

Please note that transfer institutions may not allow and/or may limit credit by Advanced Placement examination.

AP Subject Exam	SC Assoc. Degree Subject Credit	SC GE Area	CSU GE Area	IGETC Area	Units Awarded
Art History	N/A	Humanities	C1 or C2	3A or 3B	3
Biology	BIOL 10 BIOL 10L	Natural Sciences	B2 and B3	5B + 5C	4
Calculus AB	MATH 9 or MATH 3A%	Language and Rationality	B4	2A	3 ^o
Calculus BC	MATH 3B%	Language and Rationality	B4	2A	3 ^o
Calculus BC/AB Subscore	N/A	Language and Rationality	B4	N/A	3 ^o
Chemistry	CHEM 1A ^{#%} or CHEM 2A [#]	Natural Sciences	B1 and B3*	5A + 5C	4
Chinese Language and Culture	N/A	Humanities	C2	3B + 6A	3
Comparative Government and Politics	N/A	Social/Behavioral Sciences or Humanities	D	4	3
Computer Science A	CIS 60	N/A	N/A	N/A	3 ^o
Computer Science AB	N/A	N/A	N/A	N/A	3 ^o
Computer Science Principles	N/A	N/A	B4	N/A	3 ^o
English Language and Composition	ENGL 1A	Language and Rationality	A2	1A	3

English Literature and Composition	ENGL 1B**	Language and Rationality or Humanities	A2 + C2	1A or 3B	6
Environmental Science	AGNR 60**	Natural Sciences	B1+ B3	5A + 5C	4 / 3**
European History	N/A	Social/Behavioral Sciences or Humanities	C2 or D	3B or 4	3
French Language and Culture	N/A	Humanities	C2	3B + 6A	3
German Language and Culture	N/A	Humanities	C2	3B + 6A	3
Human Geography	GEOG 1B	Social/Behavioral Sciences	D	4	3
Italian Language and Culture	N/A	Humanities	C2	3B + 6A	3
Japanese Language and Culture	N/A	Humanities	C2	3B + 6A	3
Latin	N/A	Humanities	C2	3B + 6A	3
Macroeconomics	ECON 1B	Social/Behavioral Sciences	D	4	3
Microeconomics	ECON 1A	Social/Behavioral Sciences	D	4	3
Music Theory	MUS 2	Humanities	N/A	N/A	3
Physics 1	PHYS 2A#	Natural Sciences	B1 + B3	5A + 5C	4
Physics 2	PHYS 2B#	Natural Sciences	B1 + B3	5A + 5C	4
Physics C (electricity/magnetism)	PHYS 4B#	Natural Sciences	B1 + B3	5A + 5C	4 / 3**
Physics C (mechanics)	PHYS 4A#	Natural Sciences	B1 + B3	5A + 5C	4 / 3**
Psychology	PSYC 1A**	Social/Behavioral Sciences	D	4	3
Seminar	N/A	N/A	N/A	N/A	0
Spanish Language and Culture	N/A	Humanities	C2	3B + 6A	3
Spanish Literature and Culture	N/A	Humanities	C2	3B + 6A	3
Statistics	MATH 14	Language and Rationality	B4	2A	3
Studio Art – 2D	N/A	N/A	N/A	N/A	3*
Studio Art – 3D	N/A	N/A	N/A	N/A	3*
Studio Art – Drawing	N/A	N/A	N/A	N/A	3*
U.S. Government and Politics	N/A	Social/Behavioral Sciences	D + US-2	4	3
U.S. History	N/A	Social/Behavioral Sciences or Humanities	(C2 or D) + US-1	3B or 4	3
World History	N/A	Social/Behavioral Sciences or Humanities	C2 or D	3B or 4	3
World History Modern	N/A	N/A	C2 or D	N/A	3

* Check with a counselor for restrictions

** 4 units awarded for CSU / 3 units awarded for IGETC

♦ Community college elective units

♦♦ The AP-approved GE area differs from the Shasta College course, see a counselor with questions

% Requires an AP score of 4 or 5 for SC Associate Degree subject credit

Student must provide evidence of equivalent lab work, such as a lab notebook or a set of lab reports

◊ If a student passes more than one AP exam in calculus or computer science, only one examination may be applied to the baccalaureate

For more details visit www.shastacollege.edu/CPL.

Credit through the College Level Examination Program (CLEP)

A student may submit official College Level Examination Program (CLEP) test results to Shasta College from the College Entrance Examination Board (CEEB). Contact the CEEB for a testing center location (Shasta College is not a testing center). CEEB established the program to serve students who have a college-level education developed outside of the classroom (e.g. military experience/training). The following restrictions apply:

- A scaled score of 50 or higher on a CLEP examination will earn credit for most exams. See chart below for exceptions. (For the older General Exams, a score of 500 or better will earn credit).
- Units awarded for satisfactory completion of CLEP examinations will post as electives, except as noted by departmental policy referenced below.
- Grades and grade points will not be assigned to CLEP units.
- Units awarded through CLEP will not apply toward the 12-unit residency requirement for Shasta College.
- The University of California (UC) does not currently accept credit awarded through CLEP.
- Where considered by the appropriate department and division, CLEP Examinations may satisfy specific courses or a specific course prerequisite. Contact the appropriate department or Division to determine which, if any, of the examinations may satisfy specific courses or course prerequisites. Minimum scores for Shasta College course equivalencies, where established, may be obtained from Admissions and Records.
- Contact the Admissions and Records Office or Counseling for more information.
- Shasta College will grant credit for the following CLEP Subject Exams in accordance with the CSU system-wide policy:
 - College Algebra – Trigonometry/Passing Score: 50/3 semester units
 - Calculus/Passing Score: 50/3 semester units
 - Chemistry/Passing Score: 50/3 semester units
- For CLEP tests in the same language other than English:
 - Only one exam score may be applied toward the CSU degree.
 - A passing score of 50 is considered "Level I" and earns six units of baccalaureate credit.
 - A passing score higher than 50 is considered "Level II" and earns additional units of credit and placement in Area C2 of GE Breadth.

All CSU campuses will accept the exams shown below toward fulfillment of the designated General Education-Breadth area if the examination is included in a full or subject-area certification. The CSU campus to which the student is transferring determines the total number of units awarded for successful completion of a CLEP examination and the applicability of the examination to other graduation requirements.

Please note that transfer institutions may not allow and/or may limit CLEP credit.

CLEP Exam	Passing Score	Equivalent Shasta College Course	Min. Sem. Credits Earned Toward CSU Admssn*	Semester Credits Toward GE Breadth Cert.	CSU GE Area	Removal Date for GE Breadth
American Government	50	POLS 2	3	3	D	
American Literature	50	ENGL 11A or ENGL 11B	3	3	C2	
Analyzing and Interpreting Literature	50	N/A	3	3	C2	
Biology	50	BIOL 10	3	3	B2	
Calculus	50	MATH 3A	3	3	B4	
Chemistry	50	N/A	3	3	B1	
College Algebra	50	N/A	3	3	B4	
College Algebra – Trigonometry	50	N/A	3	3	B4	
College Composition	50	ENGL 1A**	0	0	N/A	
College Composition – Modular	50	N/A	0	0	N/A	
College Mathematics	50	N/A	0	0	N/A	
English Composition (no essay)	50	N/A	0	0	N/A	
English Composition with essay	50	N/A	0	0	N/A	
English Literature	50	ENGL 13A or ENGL 13B	3	3	C2	F11**
Financial Accounting	50	ACCT 2	3	0	N/A	
French Level I	50	N/A	6	0	N/A	
French Level II	59	N/A	9	3	C2	
Freshman College Composition	50	N/A	0	0	N/A	
German Level I	50	N/A	6	0	N/A	
German Level II	60	N/A	9	3	C2	
History, United States I	50	HIST 17A	3	3	D + US-1	
History, United States II	50	HIST 17B	3	3	D + US-1	
Human Growth and Development	50	ECE 1	3	3	E	
Humanities	50	N/A	3	3	C2	
Information Systems and Computer Applications	50	N/A	3	0	N/A	
Introduction to Educational Psychology	50	N/A	3	0	N/A	
Introductory Business Law	50	BUAD 6	3	0	N/A	
Introductory Psychology	50	PSYC 1A	3	3	D	
Introductory Sociology	50	SOC 1	3	3	D	
Natural Sciences	50	N/A	3	3	B1 or B2	
Pre-Calculus	50	MATH 2	3	3	B4	
Principles of Accounting	50	N/A	3	0	N/A	
Principles of Macroeconomics	50	ECON 1B	3	3	D	
Principles of Management	50	BUAD 91	3	0	N/A	
Principles of Marketing	50	BUAD 77	3	0	N/A	
Principles of Microeconomics	50	ECON 1A	3	3	D	
Social Sciences and History	50	N/A	0	0	N/A	
Spanish Level I	50	N/A	6	0	N/A	
Spanish Level II	63	N/A	9	3	C2	
Trigonometry	50	N/A	3	3	B4	F06**
Western Civilization I	50	HIST 2	3	3	C2 or D	
Western Civilization II	50	HIST 3	3	3	D	

* These units count toward eligibility for admission to CSU. The units may not apply towards Associate Degrees for Transfer (AD-T) or the baccalaureate degree. The units may not all apply toward certification of the corresponding GE-Breadth area. See Executive Orders 1036 and 1100 Revised for details.

** Students seeking certification in GE Breadth prior to transfer must have passed the test before this date.

** The CLEP-equivalent course at Shasta College course differs from what a CSU system school would award for CSU GE area credit. Check with a counselor for restrictions.

For more details, visit www.shastacollege.edu/CPL.

Credit by Examination/Assessment

A student may challenge a class by taking an examination and/or assessment. Examinations/Assessments may be taken only once and, if passed, the credit will be posted on the student's permanent academic record. The faculty in each discipline shall determine which courses in their discipline are open for Credit by Exam/Assessment.

Credit by Exam/Assessment forms are available from each Division office. A listing of approved courses can be obtained from the Division office or Admissions and Records.

For more details visit www.shastacollege.edu/CPL.

Credit by Examination/Assessment for Articulated High School Courses

Credit shall be granted via Credit by Exam/Assessment to high school students who earn a grade of "A" or "B" in the articulated high school

courses.

Any student who successfully completed a high school course that was articulated under the terms of a previous agreement and that meets a requirement outlined above shall be permitted to apply the credit so earned according to the terms of the previous agreement, under the catalog rights at the time the course was taken.

- Courses for which credit is given pursuant to the provisions of this section shall not be counted in determining the 12 semester hours of credit in residence required for an associate degree.
- The student may, optionally, request and complete Credit by Exam/Assessment from the college for these articulated courses. If the student successfully completes the Credit by Exam/Assessment, the course completion information is posted to the student's transcript along with a notation of Credit by Exam/Assessment.

For more details visit www.shastacollege.edu/CPL.

International Baccalaureate (IB) Examinations

IB Exam	Passing Score	CSU GE Area	IGETC Area
Biology HL	5	B2	5B (without lab)
Chemistry HL	5	B1	5A (without lab)
Economics HL	5	D	4
Geography HL	5	D	4
History (any region) HL	5	C2 or D	3B or 4
Language A: Literature HL	4	C2	3B and 6A
Language A: Language and Literature HL	4	C2	3B and 6A
Language A1 (any language) HL	4	C2*	3B
Language A2 (any language) HL	4	C2*	3B
Language B (any language) HL	4	N/A	6A
Mathematics HL	4	B4	2A
Physics HL	5	B1	5A
Psychology HL	5	D	4
Theatre HL	4	C1	3A

* Students seeking certification in GE Breadth prior to transfer must have passed the test before Fall 2013.

Students should understand that some transfer institutions do not allow and/or limit credit by examination.

For more details visit www.shastacollege.edu/CPL.

TRANSFER CREDITS FROM OTHER COLLEGES/UNIVERSITIES

Students may transfer credits completed at another regionally accredited institution to fulfill prerequisite, general education, major, and/or elective unit requirements for the associate degree or certificate programs offered at Shasta College. Incoming transfer credits will only be accepted from institutions accredited by one of the following accrediting bodies:

- Middle States Commission on Higher Education (MSCHE)
- New England Association of Schools and Colleges Commission on Institutions of Higher Education (NEASC-CIHE)
- Northwest Commission on Colleges and Universities (NWCCU)
- North Central Association of Colleges and Schools of The Higher Learning Commission (NCA-HLC)
- Southern Association of Colleges and Schools (SACS) Commission on Colleges
- Western Association of Schools and Colleges of the Accrediting Commission for Community and Junior Colleges (WASC-ACCJC)
- Western Association of Schools and Colleges (WASC)
- Senior College and University Commission of the Accrediting Commission for Community and Junior Colleges (WASC-SCUC)

To be eligible for transfer credit, students must have all official transcripts sent to the Office of Admissions and Records and complete the "Request for Transcript Evaluation" form. Staff will review transcripts and post credits as appropriate to the student's academic record. Transcripts submitted become the property of the District.

For more details visit www.shastacollege.edu/CPL.

CREDIT FOR MILITARY SERVICE/TRAINING

Students interested in Credit for Prior Learning using Joint Service Transcripts shall receive credit as recommended by the American Council on Education (ACE) Military Guide and approved by the appropriate discipline faculty of the college. The District will award three (3) units towards Physical Education and three (3) units towards General Education (Associate Degree Cat. 5 or CSU Cat. E), with proof of a student's official completion of Basic Training provided through the United States Armed Forces. Credit course equivalency shall be determined by the faculty of the appropriate discipline. Official transcripts from Military Services Schools must be on file in the Admissions and Records Office. Accepted documents may include

- Joint Services Transcript (JST)
- Sailor/Marine American Council on Education Registry Transcript (SMART)
- Army and American Council on Education Registry Transcript Service (AARTS)
- Community College of the Air Force (CCAF)
- Coast Guard Institute (CGI)
- DANTES/USAFI
- Defense Language Institute Foreign Language Transcripts (DLIFLC)
- Defense Manpower Data Center (DMDC)
- DLPT Examinee Results
- DA Form 330 Language Proficiency Questionnaire, or
- Verified copies of DD214 or DD295 military records.

In order to receive credit, the student shall complete the Request for Military Training Credit available in the Counseling Center, Veterans Support and Success Center (Veterans Services), Admissions and Records Office, or on the Veterans Services webpage.

- Students who were/are in the United States Air Force or the United States Space Force, who are not eligible for a Joint Services Transcript, should submit a CCAF Transcript along with a Transcript Evaluation Form. The Transcript Evaluation Form can be found on the Admissions and Records webpage.

It is recommended that all new Veterans to Shasta College contact Veterans Services at (530) 242-7597 or (530) 242-7701.

For more details visit www.shastacollege.edu/CPL.

INDUSTRY RECOGNIZED CREDENTIALS

Students interested in Credit for Prior Learning using industry-recognized credential(s) shall receive credit as recommended by the appropriate department chair or faculty designee.

For more details visit www.shastacollege.edu/CPL.

STUDENT-CREATED PORTFOLIO

Students interested in Credit for Prior Learning using a student-created portfolio shall receive credit as recommended by the appropriate department chair or faculty designee.

For more details visit www.shastacollege.edu/CPL.

PRIOR WORK EXPERIENCE

A student having experience related to the program in which they are enrolled may be granted credit for such experience. The credit is applicable only for an Associate degree at Shasta College. Students applying for credit should obtain an application from the Admissions and Records Office.

For more details visit www.shastacollege.edu/CPL.

Independent Study

Independent study provides a forum for advanced work in a given field of study. A student may contract with a full-time instructor to do independent study in a specific subject area in which the student has

exhausted the regular curricular offerings provided that:

99 - **Transfer Level Courses*** -- The student has a declared major or already possesses a degree and has completed a minimum of 12 transfer units at Shasta College.

199 - **Non-Transfer Level Courses*** -- The student has completed a minimum of 12 units at Shasta College

Independent study can be taken for 0.5-3 units. The total hours required are as follows:

0.5 units = 27 hours; 1.0 unit = 54 hours; 1.5 units = 81 hours;

2.0 units = 108 hours; 2.5 units = 135 hours; and 3.0 units = 162 hours.

*Note: Any combination of these courses may be repeated three times (total of four enrollments) or a maximum of six independent study units.

Forms and additional information are available from your instructor or the Division Office.

Worksite Learning

Students who are interested in combining practical work experience with classroom instruction may enroll in a Worksite Learning class. Worksite Learning classes (the complete list of courses provided below) are open entry. This means that the student may enroll throughout the semester, but must complete all work by the end of the semester (per agreement with the instructor). One unit of Worksite Learning credit is granted for each 75 hours of actual on-the-job activity for a paid work position or 60 hours for a non-paid work position of on-the-job activity. It is imperative for the student to determine how many units they should sign up for. This should be worked out with the instructor in the initial orientation meeting and discussed with and academic counselor. If the student is unable to verify enough work hours to meet the units for which they are enrolled, the student will receive an "F" in the course. For example, if a student enrolls in a three (3)-unit worksite learning class and fails to verify 225 paid hours of on-the-job activity by the deadline established by the instructor, the student will receive an "F" in the class. The student has the same withdrawal and add/drop options as for any other course.

The following courses are listed in the catalog under the appropriate disciplines as worksite learning classes. For details, look under the specific prefixes. The classes, units, instructors, and times of the initial orientation meetings for each semester are listed in the current schedule of classes. Not all worksite learning classes are offered every semester.

Worksite Learning Classes: ADJU 94, AG 94, AGEH 94, AGNR 94, ALH 94, AUTO 94, BSOT 94, BUAD 94, CIS 94, CONS 94, CULA 94, DIES 94, ECE 94, EDUC 94, ENGR 94, FIRS 94, GEOG 94, HEOC 94, HOSP 94, HUSV 94, HUSV 95B, INDE 94, PEAT 94, PSYC 94, SOC 94, WELD 94, WTT 94, WSL 94*

Please note that it is up to the instructor in the specific discipline to determine if the student's proposed work assignments are related to the student's major. If a proposed work assignment is not discipline/major related, credit will not be granted.

Each worksite learning course has a prerequisite or co-requisite. Check the course description for specific information.

*WSL 94 is considered a General Work Experience course for supervised employment that is intended to assist students in acquiring desirable work habits, attitudes and career awareness. The work experience need not be related to the students' educational goals.

FINANCIAL AID STUDENTS: Students must maintain concurrent enrollment in seven (7) units which may include worksite learning units.

VETERAN STUDENTS: Worksite learning will NOT be paid unless it is required for the student's major. In addition, veterans receiving veteran's educational benefits for WSL units MUST register for the appropriate co-requisite in the same semester.

Pass/No Pass Courses Administrative Procedure 4232

Reviewed by the Board of Trustees 11/13/2019

Reference: *Title 5, Section 55022*

Shasta College shall offer Pass/No Pass (P/NP) courses. Pass/No Pass (P/NP) classes must be so designated in the College Catalog and schedule of classes. The Catalog and schedule must specify into which Pass/No Pass category each course falls.

The two categories are:

- 1) Courses which are designated as only Pass/No Pass; and
- 2) Courses in which a student has the option of receiving a grade or taking the course for credit through Pass/No Pass. A student who exercises that option upon registration or no later than the end of the first 30 percent of the term and applies to take a course for Pass/No Pass shall not receive a grade for that course and will receive a "P" for credit or a "NP" for no credit which shall appear on their official transcript of record.

The student is held responsible for all assignments and examinations required in the course. The standards of evaluation are identical for all students in the course.

A pass grade is granted for performance that is equivalent to the letter grade of "C" or better. A student who fails to perform satisfactorily will be assigned a no pass grade. Courses taken for a Pass/No Pass grade are subject to the course repetition conditions described in [AP 4225](#).

Students who are awarded credit (P) in a course shall receive both course credit and the full unit credit for the course. In computing a student's grade-point average, grades of Pass/No Pass are omitted.

All units of credit earned on a Pass-no Pass basis in accredited California institutions of higher education or equivalent out-of-state institutions shall be counted in satisfaction of this college's curriculum requirements.

It is the responsibility of the student to be familiar with the Pass/No Pass policy in force at the college or university campus to which they hope to transfer and to comply with that policy.

Repetition of a Course

Repetition of a college course is restricted and shall occur only under the following conditions:

For purposes of this policy, an evaluative grade is defined as a grade of A, B, C, D, F, P, NC, NP, or FW.

Repetition of a college course is generally restricted to two repetitions for a total of three enrollments and shall occur under the following conditions:

- (a) Students receiving a D, F, FW, W, NC, or NP grade in a course may repeat the course twice without petition. When a course is repeated under this condition, the last evaluative grade earned shall be the grade used in the computation of the student's grade point average.
- (b) In order to repeat a course one time in which an A, B, C or P grade was earned, the student must petition the Scholastic Standards Committee for permission prior to enrolling in the course. When a course is repeated under this condition, the grade awarded shall not be calculated in the student's grade point average. However, the new grade may be considered by a specific program for admission to that program.
- (c) In order to repeat a course a third time (for a total of four enrollments) in which a D, F, FW, W, NC, or NP grade was earned, the student must petition the Scholastic Standards Committee for permission prior to enrolling in the course. When a course is repeated under this condition, the last evaluative grade earned shall be the grade used in the computation of the student's grade point average.

When course repetition occurs, the student's permanent academic record shall clearly indicate any courses repeated using an appropriate symbol and be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

When there has been a significant lapse of time, defined as no less than 36 months, since a student obtained a satisfactory grade in a course, the student may petition the Scholastic Standards Committee to repeat the course. When a course is repeated due to a significant lapse of time, the District may disregard the previous grade and credit when computing a student's grade point average.

See *Administrative Procedures 4225, 4228, and 4229* for more information.

Scholastic Deficiency

For the purposes of Board Policy, the phrases "units attempted," "all units," or "all units attempted," mean all units of credit for which the student was enrolled at Shasta College regardless of whether the student completed the course or received any credit or grade. This specifically includes all "credit," "no credit," "I," and "W" grades. The word "semester" shall refer to the Fall and Spring terms. The condensed summer session is not considered a "semester."

STANDARDS FOR PROBATION

- Academic Probation** - A student who has attempted at least 12 semester units as shown by the official academic record shall be placed on academic probation if the student has earned a cumulative grade point average below 2.0 in all units which were graded on the basis of the grading scale described in [Administrative Procedure 4230](#).
- Progress Probation** - A student who has attempted at least 12 units as shown by the official academic record shall be placed on progress probation when the percentage of all units in which a student has enrolled and for which entries of "W," "I," and "NC" are recorded reaches or exceeds fifty percent (50%).

NOTIFICATION OF PROBATION

Students placed on academic or progress probation shall be notified of their status no later than 20 working days after the start of the next successive semester.

The letter notifying the student of probation will cover, at a minimum, the significance of being on probation and description of the services available. Students will lose priority registration if they earn a GPA below 2.0 for two or more consecutive semesters completed or if they complete less than 50% of the classes attempted for two or more consecutive semesters.

REMOVAL FROM PROBATION

- A student on academic probation for a grade point deficiency shall be removed from probation when the student's accumulated grade point average is 2.0 or higher.
- A student on progress probation because of an excess of units for which entries of "W," "I," and "NP" are recorded shall be removed from probation when the percentage of units in this category drops below fifty percent (50%).

EXTENSION OF PROBATION

- A student on academic probation who earns a grade point average of 2.0 or better for the semester, but whose cumulative grade point average still results in academic probation, shall have their probation extended an additional semester prior to dismissal.
- A student on progress probation who completes more than 50% of all units attempted for the semester, but whose cumulative records still results in progress probation, shall have their probation extended an additional semester prior to dismissal.

See *Board Policy/Administrative Procedure 4250* for more information.

Standards for Academic Dismissal

For purposes of this section, semesters shall be considered consecutive on the basis of the student's enrollment (for example, a

fall semester followed by a fall semester shall be considered consecutive if the student was not enrolled in the spring semester of that academic year).

A student who is on academic probation shall be dismissed if the student earned a cumulative grade point average of less than 2.0 in all units attempted and graded in each of three consecutive semesters, including the semester that placed the student on probation (which were graded on the basis of the grading scale described in [Administrative Procedure 4230](#)).

A student who has been placed on progress probation shall be dismissed if the percentage of units in which the student has been enrolled for which entries of "W," "I," and "NC" (as defined in [Administrative Procedure 4230](#)) are recorded in at least three consecutive semesters reaches or exceeds fifty percent (50%) in accordance with [Administrative Procedure 4230](#).

NOTIFICATION OF DISMISSAL

The Admissions and Records Office shall make every reasonable effort to notify a student of dismissal from Shasta College due to academic disqualification as soon as that information is available following the completion of the semester. If a dismissed student has already enrolled in classes for a fall or spring semester, the Admissions and Records Office will disenroll the student retroactively as of the first day of the new term. The Admissions and Records Office will notify the student in writing of this action. Dismissal does not apply to summer school.

REINSTATEMENT

A student who has been dismissed from Shasta College because of academic or progress disqualification must meet with a counselor and then file a request for reinstatement with the Admissions and Records Office. A dismissed student may be reinstated after an absence of one or more fall or spring semesters.

- Academic Dismissal** - A student who was dismissed because of academic probation must earn satisfactory grades (a grade point average of 2.0 or better) during the semester of reinstatement. A student who does not earn the required grade point average will be dismissed.
- Progress Dismissal** - A student who was dismissed because of progress probation must satisfactorily complete more than 50% of all units attempted during the semester of reinstatement. A student who does not complete the required percentage of units will be dismissed.

APPEAL

Any student may appeal probation or dismissal if that student feels there are special mitigating circumstances. All appeals shall be sent to the Scholastic Standards Committee.

See *Administrative Procedure 4255* for more information.

Withdrawing From a Class with a "W" Grade

Students may withdraw from a class after the official "drop" date and up through the last day of the fourteenth week or 75% of the term, whichever is less. A student may drop a class and have no notation appear on their transcripts through the census date of each class. After the census date of each class and up to 75% a student may withdraw from a class. The notation "W" will appear on the student's transcript and will not be used in calculation of grade point average. Excessive "W"s shall, however, be used as factors in probation and dismissal procedures. An instructor may also drop a student during the first 75% of the class for non-participation.

IT IS THE STUDENT'S RESPONSIBILITY TO WITHDRAW FROM CLASS(ES). Students can drop a class in person at Admissions and Records or Extended Education sites, or online through MyShasta. Students who have not dropped or withdrawn from a class before the end of the fourteenth week or 75% of the term will be assigned a course grade. After this date, students may file a Late Drop Petition due to extenuating circumstances.

Chapter 6: Student Rights and Responsibilities

Academic Freedom Board Policy 4030

Approved by the Board of Trustees 06/07/2023

Reference: Title 5, Section 51023; ACCJC Accreditation Eligibility Requirements 13 and 20; American Association of University Professors (AAUP) 1940 Statement of Principles on Academic Freedom and Tenure; and the American Council on Education (ACE) Statement on Academic Rights and Responsibilities (2005)

Shasta College recognizes the free pursuit of knowledge and the free exchange of ideas as core tenets of academic freedom. Academic freedom ensures institutions of higher education are functioning for the common good and are constructed on a foundation of genuine trust. It represents an understanding of mutual respect in valuing how faculty and students engage in conversations and learning. The Board of Trustees and District administration will foster an environment characterized by openness, tolerance, civility, and an atmosphere in which intellectual freedom exists and is protected for all constituencies, including faculty and students.

Academic freedom must always be accompanied by academic responsibility. This responsibility emphasizes the obligation to examine, test, and interpret all knowledge appropriate to a discipline or major area of study, to avoid bias on controversial topics, and to present conclusions and interpretations supported by evidence with consideration for the impact on students and colleagues. Employees and students should at all times strive for accuracy and engage in respectful discourse, especially when opinions differ. All constituencies must be mindful of the district's policies on ethical conduct ([BP 2715](#), [AP 3050](#), [BP 5500](#), [BP 7231](#), [BP 7255](#), and [BP/AP 7900](#)), commitment to diversity ([BP/AP 7100](#)), non-discrimination ([BP/AP 3410](#)), and equal opportunity ([BP/AP 3420](#)).

To promote and support the intellectual, socioeconomic, and socioemotional growth of students, all faculty require the assurances and protections academic freedom affords. Academic decisions should be based solely on intellectual standards that are relevant to the subject matter under consideration and consistent with the District's mission and core values. Neither students nor faculty shall be disadvantaged or evaluated on the basis of their views and perspectives. The District will defend and support any faculty member who, while maintaining the high standards of the profession, finds their academic freedom attacked or curtailed.

In the workplace, both virtual and in person, faculty are expected to present data and information fairly and objectively, to ensure students have access to varying points of view, and to acknowledge and defend the free inquiry of students in the exchange of criticism and ideas. Academic freedom gives students the right to express and to defend their views, to question, and to differ with the views of their instructors or the District without penalty. Academic freedom gives faculty the right to distinguish between personal conviction and professionally accepted views in a discipline and to interpret their fields and communicate conclusions without interference or penalty.

Outside the workplace, faculty have the right to research, present, and publish without interference or sanction, subject to the adequate performance of their other academic duties. Research for financial gain shall be based upon an understanding with the District as outlined in [BP/AP 3715](#) - Intellectual Property. When faculty speak or write as citizens, authorities of their discipline, and community representatives of Shasta College, they should be free from institutional censorship or discipline, but this freedom carries with it a responsibility to at all times be accurate, exercise appropriate restraint, show respect for the opinions of others, and make every effort to indicate they are not speaking on behalf of the institution.

Academic Honesty

Academic dishonesty is the fraud and deception for the purpose of improving a grade or obtaining course credit, and includes all student behavior intended to gain or provide unearned academic advantage by fraudulent and/or deceptive means.

The student has the full responsibility for the content and integrity of all academic work submitted. Ignorance of a rule does not constitute a basis for waiving the rule or the consequences of that rule. Students unclear about a specific situation should ask their instructors, who will explain what is and is not acceptable in their classes.

Violation of this policy will result in appropriate disciplinary action. Specific examples of academic dishonesty include but are not limited to:

Taking Information

- Copying graded homework assignments from another student.
- Working together on a take-home test or homework when not specifically permitted by the instructor.
- Looking at another student's paper during an examination.
- Looking at text or notes during an examination when not specifically permitted by the instructor.
- Accessing another student's computer and using their data as one's own.

Providing Information

- Giving one's work to another to be copied or used in an oral presentation.
- Giving answers to another student during an examination.
- After taking an examination, informing a student enrolled in a later course section of questions that appear on the examination.
- Providing a term paper to another student.
- Taking an examination, writing a paper, or creating computer data or artistic work for another.

Plagiarism

- Failing to give credit for ideas, statement of facts, or conclusions derived by another author. Failure to use quotation marks when quoting directly from another, whether it be a paragraph, a sentence, or a part thereof.
- Submitting a paper acquired from a "research" or term paper service.
- Copying another person's assignment and handing it in as one's own.
- Giving a speech or oral presentation written by another and claiming it as one's own work.
- Claiming credit for artistic work done by someone else, such as a music composition, photos, a painting, drawing, sculpture, or design.
- Presenting another's computer data as one's own.

Other Academic Dishonesty

- Planning with one or more fellow students to commit any form of academic dishonesty together.
- Having another student take one's examination or do one's computer data or lab experiment.
- Lying to an instructor to increase a grade.
- Submitting papers or speeches that are substantially the same for credit in two different courses without prior approval of the instructors involved.
- Altering a graded work after it has been returned, then submitting the work for re-grading unless specifically allowed by the instructor.
- Removing tests from the classroom without the approval of the instructor, or stealing tests.
- Copying computer software from a floppy disk or a hard drive unless specifically allowed by the instructor.

See Administrative Procedure 5500 for more information.

Academic Renewal

A student may petition the Scholastic Standards Committee to have up to 30 units of "D" or "F" grades within two consecutive academic years removed from the computation of their grade point average for students who need a means of tempering their previous academic record so they may successfully accomplish an academic goal. (Title 5, Section 55046). A petition for academic renewal is subject to the following conditions:

1. A minimum of two years must have elapsed since the coursework to be renewed was completed.
2. To apply for academic renewal, the student must have completed either 15 semester units with at least a 2.5 Grade Point Average (G.P.A.) or 24 semester units with a G.P.A. of at least 2.0 since the course(s) to be renewed.
3. Courses which have been excluded by Academic Renewal may not be used in the fulfillment of requirements for a degree or certificate at Shasta College.
4. Units that have been excluded by Academic Renewal cannot be reinstated.
5. Courses which have been excluded by Academic Renewal may not be used to fulfill prerequisites.
6. The student's permanent record will be annotated in such a way that all work remains legible, ensuring a true academic history. However, the grades will no longer be included in the student's G.P.A.

Contact the Admissions and Records Office for petition forms.

See *Administrative Procedure 4240* for more information.

Attendance Policy

Attendance policies at Shasta College are based on the belief that students can profit from college only if they attend regularly and are adequately prepared for their classes.

Students are expected to attend all classes. A student who fails to attend the first class meeting of a course without notifying the instructor may be dropped from the class. In addition, an instructor may drop a student for excessive absences/lack of participation. IT IS ALWAYS THE STUDENT'S RESPONSIBILITY TO OFFICIALLY DROP OR WITHDRAW FROM THE CLASS. Students who fail to file the necessary withdrawal forms, even though they stop attending class, or fail to pay registration fees, will be assigned a course grade.

Catalog Rights

Shasta College issues a new catalog each academic year and programs, courses, and requirements may change from one catalog to the next. "Catalog rights" refers to the set of requirements established in a single academic year's catalog that a student must satisfy in order to qualify for a degree or certificate. A student may satisfy the graduation requirements by completing the general education and degree or certificate requirements in effect during any catalog year of the student's continuous attendance, starting with the term (fall, spring, or summer) the student began coursework at Shasta College as a regularly admitted student (post-high school).

For purposes of catalog rights, continuous attendance means enrollment and completion of a minimum of one course in at least one term (fall, spring, or summer) per academic year. Absence due to attendance at another regionally accredited institution of higher learning shall not be considered an interruption in attendance, if the absence does not exceed two years. Documented military or medical leave will not be considered an interruption of enrollment.

General Education: A course may only count for GE credit if it were taken the year it was approved on the respective CSU GE or IGETC list, regardless of catalog rights. Shasta College may authorize or request substitution for discontinued courses.

Changes to Major/Program of Study requirements: If a student changes their major, the college may require the student to complete the major requirements in effect at the time of the change. Examples include majors which are professionally accredited or those that have undergone significant curricular changes (e.g. Health Sciences, Computer Information Systems). In this situation, a student would be allowed to fulfill major requirements from one catalog year and general education requirements from a different catalog year, if they choose. Students who have been academically disqualified may lose previously established catalog rights. Catalog rights do not apply to entrance requirements for programs (e.g., Nursing). Some programs require students to complete specific courses within an established time frame. In such cases, recency requirements supersede catalog rights.

Catalog rights apply only to Shasta College graduation and program requirements. If other institutions change or have different requirements for entrance, graduation, satisfaction of general education patterns, or in other ways, it may be necessary for the student to meet the new requirements upon transfer, even if continuous enrollment has been maintained.

Reference: *Title 5, Section 40401*

Drug Free Environment and Drug Prevention Program Board Policy 3550

Approved by the Board of Trustees 04/15/2020

Reference: *Drug Free Schools and Communities Act, 20 USC Section 1011i; 34 CFR Parts 86.1 et seq.; Drug Free Workplace Act of 1988; 41 USC Section 8103*

Students, employees, and all other persons are prohibited from unlawfully possessing, using, or distributing illicit drugs and alcohol while on any District property.

The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in all facilities under the control and use of the District.

Any student or employee who violates this policy will be subject to disciplinary action (consistent with local, state, or federal law), which may include referral to an appropriate rehabilitation program, suspension, demotion, expulsion, or dismissal.

Drug and alcohol use can have a wide range of direct short-term and long-term negative impacts on users and indirect negative impacts on people around them. Short-term impacts may include unhealthy changes in appetite, alertness, heart rate, blood pressure, and mood stability, leading to outcomes such as heart attack, stroke, psychosis, overdose, and death. Long-term impacts may include development of heart disease, lung disease, cancer, mental illness, HIV/AIDS, hepatitis, and many other conditions. Indirect impacts on others may include unhealthy nutrition, loss of sleep, mood instability, and increased risks of trauma, violence, injury, and communicable diseases. Drug and alcohol abuse has been linked with negative outcomes in education, employment, housing, relationships, and criminal justice involvement (visit the National Institute on Drug Abuse for more information).

The Superintendent/President shall assure that the District distributes annually to each student and employee the information required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act. The information shall outline the personal consequences and health risks associated with the use of illicit drugs and the abuse of alcohol and be made available publicly via the Human Resources webpage.

See *Administrative Procedure 3550*

Drug Free Environment and Drug Prevention Program Administrative Procedure 3550

Reviewed by the Board of Trustees 04/15/2020

Reference: *Drug Free Schools and Communities Act Amendment of 1989, 20 USC Section 1145g; 34 CFR Section 86.1 et seq.; Drug Free Workplace Act of 1988; 41 USC Section 702*

The District is committed to providing its employees and students with a drug free workplace and campus environment, emphasizing prevention and intervention through education.

On an annual basis, the District distributes the information required by the Drug-Free Schools and Communities Act Amendments of 1989 to each student and employee and complies with other requirements of the Act. The Drug-Free Campus Program brochure contains information about local services and programs and contact information for community resources for those impacted by alcohol or substance abuse. The brochure outlines the personal consequences and health risks associated with the use of illicit drugs and the abuse of alcohol. A copy of the brochure can be obtained via the Human Resources webpage.

Prohibition of Drugs

The unlawful manufacture, distribution, dispensing, possession, or use of alcohol or any controlled substance is prohibited on District property, during District-sponsored field trips, activities or workshops, and in any facility or vehicle operated by the District.

Violation of this prohibition will result in appropriate action, up to and including termination of employment, expulsion, and referral for prosecution, or, as permitted by law, may require satisfactory participation in an alcohol or drug abuse assistance or rehabilitation program.

As a condition of employment, employees must notify the District within five (5) calendar days of any conviction for violating a criminal drug statute while in the workplace. The District is required to inform any agencies that require this drug-free policy within ten (10) business days after receiving notice of a workplace drug conviction.

Equal Opportunity

Shasta College employs policies and procedures to strengthen and guarantee the premise of equal opportunity for all. Specifically, the College:

1. Practices nondiscrimination in academic programs, employment, promotion, transfer, and assignment on the basis of national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because they are perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.
2. Reviews its policies and procedures to preclude the possibility of unintentional discrimination based on the protected statuses listed above.
3. Maintains the policy that unless specifically exempted by statute, every course, course section, or class (the average daily attendance of which is to be reported for state aid) whenever offered shall be fully open to enrollment and participation by any person who has been admitted to the college and who meets such prerequisites as may be established pursuant to Chapter II, Div. 2, Part IV, Title 5, of the California Code of Regulations, commencing with Section 51820.

Extenuating Circumstances (Withdrawal)

Students who must withdraw from a course or courses after the fourteenth week of class (75% of the term for classes less than a full term) because of extenuating circumstances, verifiable cases of accidents/illnesses, or other circumstances beyond the control of the student, may petition for authorized withdrawals from their classes. Petitions are available on the Admissions and Records webpage.

Sexual and Other Assaults on Campus Board Policy 3540

Approved by the Board of Trustees 12/16/2020

Reference: *Education Code Sections 67382, 67385 and 67386; 20 U.S. Code Section 1092(f); and 34 code of Federal Regulations Section 668.46(b)(11)*

Any sexual assault or physical abuse, including, but not limited to rape as defined by California law, whether committed by an employee, student, or member of the public that occurs on District property, is a violation of District policies and procedures, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures consistent with state and federal law. Students, faculty, and staff who may be victims of sexual and other assaults shall be treated with dignity and provided comprehensive assistance.

The Superintendent/President shall establish administrative procedures that ensure that students, faculty, and staff who are victims of sexual and other assaults receive appropriate information and treatment, and that educational information about preventing sexual violence is provided and publicized as required by law.

The procedures for sexual assaults shall meet the criteria contained in EC 67385, 67385.7, and 67386, and 34 Code of Federal Regulations Section 668.46.

See Administrative Procedure 3540

Sexual and Other Assaults on Campus Administrative Procedure 3540

Reviewed by the Board of Trustees 12/16/2020

Reference: *Education Code Sections 67385 and 67386; 20 U.S. Code Section 1092(f); 34 Code of Federal Regulations Section 668.46(b)(11)*

Any sexual assault or physical abuse, including, but not limited to, rape, domestic violence, dating violence, sexual assault, or stalking, as defined by California law, whether committed by an employee, student, or member of the public, occurring on District property, in connection with all the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District's facilities or at another location, or on an off-campus site or facility maintained by the District, or on grounds or facilities maintained by a student organization, is a violation of District policies and regulations, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures. (See also [AP 5500](#) titled Standards of Conduct).

"Sexual assault," "dating violence," "domestic violence," and "stalking" are defined in [Administrative Procedure 3434](#) – Responding to Harassment Based on Sex under Title IX.

It is the responsibility of each person involved in sexual activity to ensure that he or she has the affirmative consent of the other or others to engage in the sexual activity. Lack of protest or resistance does not mean consent, nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of consent.

"Affirmative consent" means affirmative, conscious, and voluntary agreement to engage in sexual activity.

These written procedures and protocols are designed to ensure victims of domestic violence, dating violence, sexual assault, or stalking receive treatment and information. (For physical assaults/violence, see also [AP 3500](#), [3510](#), and [3515](#)).

All students, faculty members or staff members who allege they are the victims of domestic violence, dating violence, sexual assault or stalking on District property shall be provided with information regarding options and assistance available to them. Information shall be available from the Campus Safety Department, which shall maintain the identity and other information about alleged sexual assault victims as confidential unless and until the Director of Campus Safety is authorized to release such information.

The Director of Campus Safety shall provide all alleged victims of domestic violence, dating violence, sexual assault or stalking with the following:

- A copy of the District's policy and procedure regarding domestic violence, dating violence, sexual assault or stalking;
- A list of personnel on campus who should be notified and procedures for such notification, if the alleged victim consents (the Vice President of Student Services and the Health and Wellness nurse and counselor);
- Information about the importance of preserving evidence and the identification and location of witnesses;
- A description of available services, and the persons on campus available to provide those services if requested. Services and those responsible for provided or arranging them include:
 - Director of Campus Safety or designee who works in partnership with local victim and witness advocacy organizations, and the Shasta College Health and Wellness Office
 - transportation to a hospital, if necessary;
 - counseling available through the Shasta College Health and Wellness Office, or referral to a counseling center;
 - notice to the jurisdictional law enforcement agency, if desired;
 - a list of other available campus resources or appropriate off-campus resources (refer to the Campus Safety webpage for a list of resources).
- A description of each of the following procedures:
 - criminal prosecution;
 - civil prosecution (i.e., lawsuit);
 - District disciplinary procedures, both student and employee;
 - modification of class schedules;
 - tutoring, if necessary.

The Director of Campus Safety should be available to provide assistance to Campus Safety Officers regarding how to respond appropriately to reports of sexual violence.

The District will investigate all complaints alleging sexual assault under the procedures for sexual harassment investigations described in [AP 3434](#) Responding to Harassment Based on Sex under Title IX, regardless of whether a complaint is filed with local law enforcement. The District will use the preponderance of evidence standard (more likely than not that a violation of policy occurred) in evaluating the conclusion of the complaint.

All alleged victims of domestic violence, dating violence, sexual assault, or stalking on District property shall be kept informed, through the Campus Safety Department and the Vice President of Student Services office of any ongoing investigation. Information shall include the status of any student or employee disciplinary proceedings or appeal; alleged victims of domestic violence, dating violence, sexual assault, or stalking are required to maintain any such information in confidence, unless the alleged assailant has waived rights to confidentiality consistent with state and federal law.

A Complainant or witness who participates in an investigation of sexual assault, domestic violence, dating violence, or stalking will not be subject to disciplinary sanctions for a violation of the District's student conduct policy at or near the time of the incident, unless the District determines that the violation was egregious, including but not limited to, an action that places the health or safety of any other person at risk.

In the evaluation of complaints in any disciplinary process, it shall not be a valid excuse to alleged lack of affirmative consent that the accused believed that the Complainant consented to the sexual activity under either of the following circumstances:

- The accused's belief in affirmative consent arose from the intoxication or recklessness of the accused.

- The accused did not take reasonable steps, in the circumstances known to the accused at the time, to ascertain whether the complainant affirmatively consented.

In the evaluation of complaints in the disciplinary process, it shall not be a valid excuse that the accused believed that the complainant affirmatively consented to the sexual activity if the accused knew or reasonably should have known that the complainant was unable to consent to the sexual activity under any of the following circumstances:

- The complainant was asleep or unconscious.
- The complainant was incapacitated due to the influence of drugs, alcohol, or medication, so that the complainant could not understand the fact, nature, or extent of the sexual activity.
- The complainant was unable to communicate due to a mental or physical condition.

The District shall maintain the identity of any alleged victim, witness, or third-party reporter of domestic violence, dating violence, sexual assault, or stalking on District property, as defined above, in confidence, consistent with state and federal law, unless the alleged victim, witness, or third-party reporter specifically waives that right to confidentiality. All inquiries from reporters or other media representatives about alleged domestic violence, dating violence, sexual assaults, or stalking on District property shall be referred to the District's Superintendent/President or designee, which shall work with Campus Safety to assure that all confidentiality rights are maintained consistent with state and federal law.

Additionally, the Annual Security Report will include a statement regarding the District's programs to prevent sex offenses and procedures that should be followed after a sex offense occurs. The statement must include the following:

- A description of educational programs to promote the awareness of rape, acquaintance rape, other forcible and non-forcible sex offenses, domestic violence, dating violence, or stalking;
- Procedures to follow if a domestic violence, dating violence, sex offense, or stalking occurs, including who should be contacted, the importance of preserving evidence to prove a criminal offense, and to whom the alleged offense should be reported;
- Information on a student's right to notify appropriate law enforcement authorities, including on-campus and local police, and a statement that campus personnel will assist the student in notifying these authorities, if the student so requests;
- Information for students about existing on- and off-campus counseling, mental health, or other student services for victims of sex offenses;
- Notice to students that the campus will change a victim's academic living, transportation and/or working situations after an alleged domestic violence, dating violence, sex offense, or stalking and of the options for those changes, if those changes are requested by the victim and are reasonably available;
- Procedures for campus disciplinary action in cases of an alleged domestic violence, dating violence, sex offense, or stalking including a clear statement that:
 - The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding; and
 - Both the accuser and the accused must be informed of the outcome of any institutional disciplinary proceeding resulting from an alleged sex offense. Compliance with this paragraph does not violate the Family Educational Rights and Privacy Act. For the purposes of this paragraph, the outcome of a disciplinary proceeding means the final determination with respect to the alleged domestic violence, dating violence, sex offense, or stalking and any sanction that is imposed against the accused.
- Procedures for response to stranger and non-stranger violence.
- A description of the sanctions the campus may impose following a final determination by a campus disciplinary proceeding regarding rape, acquaintance rape, or other forcible or non-

forcible sex offenses, domestic violence, dating violence, or stalking.

Education and Prevention Information

The Director of Campus Safety shall:

- Provide, as part of each campus' established on-campus orientation program, education and prevention information about domestic violence, dating violence, sexual assault, and stalking. The information shall be developed in collaboration with campus-based and community-based victim advocacy organizations, and shall include the District's sexual assault policy and prevention strategies including empowerment programming for victim prevention, awareness raising campaigns, primary prevention, bystander intervention, and risk reduction.
- Post sexual violence prevention and education information on the Campus Safety Department webpage regarding domestic violence, dating violence, sexual assault and stalking.

Smoking and Tobacco Use Restrictions

1. No use of tobacco products is permitted within any college owned and/or leased facility.
2. No use of tobacco products is permitted on the grounds of any college-operated athletic field or facility.
3. No use of tobacco products is permitted in college-owned vehicles.
4. The sale of tobacco products on all college-owned and/or leased property is prohibited.

See Board Policy 3570 for more information.

Speech: Time, Place and Manner Board Policy 3900

Approved by the Board of Trustees 07/10/2019

Reference: Education Code Sections 66301 and 76120

Students, employees, and members of the public shall be free to exercise their rights of free expression, subject to the requirements of this policy.

District property is a non-public forum, except for those areas that are designated as public forums available for the exercise of expression by students, employees, and members of the public. The Superintendent/President shall enact such administrative procedures as are necessary to reasonably regulate the time, place and manner of the exercise of free expression in the designated public forums.

The administrative procedures promulgated by the Superintendent/President shall not prohibit the right of students to exercise free expression, including but not limited to, the use of bulletin boards, the distribution of printed materials or petitions, and the wearing of buttons, badges, or other insignia.

Speech shall be prohibited that is defamatory, obscene according to current legal standards, or which so incites others as to create a clear and present danger of the commission of unlawful acts on District property or the violation of District policies or procedures, or the substantial disruption of the orderly operation of the District.

Nothing in this policy shall prohibit the regulation of hate violence directed at students in a manner that denies their full participation in the educational process (Education Code Section 66301(e)), so long as the regulation conforms to the requirements of the First Amendment to the United States Constitution, and of Section 2 of Article 1 of the California Constitution. Students may be disciplined for harassment, threats, or intimidation, unless such speech is constitutionally protected.

See Administrative Procedure 3900

Standards of Conduct Board Policy 5500

Approved by the Board of Trustees 02/10/2021

Reference: Education Code Sections 66300 and 66301; ACCJC Accreditation Standard I.C.8 and 10

The Superintendent/President shall establish procedures for the imposition of discipline on students and visitors in accordance with the requirements for due process of the federal and state law and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student.

The Board of Trustees shall consider any recommendation from the Superintendent/President for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the college catalog and other means.

Code of Conduct

Students and visitors at any District facility, or event and in any District-provided service or affiliated official capacity are expected to obey all California State laws and all Federal laws which pertain to behavior on a college campus. The following regulations represent reasonable standards of conduct for students and visitors, and shall be followed at all times while on District property or attending District affiliated activities.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension, or expulsion of a student, except for conduct that constitutes sexual harassment under Title IX, which shall be addressed under [BP 3433](#) – Prohibition of Sexual Harassment under Title IX:

- Causing, attempting to cause, or threatening to cause physical injury to another person.
- Possession, sale or otherwise furnishing any firearm, knife, explosives, chemicals or other dangerous object, including but not limited to any facsimile firearm, knife, or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in writing by the Superintendent/President.
- Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.
- Committing or attempting to commit robbery or extortion.
- Causing or attempting to cause damage to District property or to private property on campus.
- Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
- Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the college or the District.
- Committing sexual harassment as defined by law or by District policies and procedures.
- Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law.
- Engaging in intimidating conduct or bullying against another student through words or actions, including direct physical contact; verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying, or coercion and/or conduct which threatens or endangers the health and safety of any person.

- Willful misconduct which results in injury or death to a student or to college personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
- Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel.
- Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty. Academic dishonesty is the willful and intentional fraud and deception for the purpose of improving a grade or obtaining course credit, and includes all student behavior by fraudulent and/or deceptive means. The student has the full responsibility for the content and integrity of all academic work submitted.
- Dishonesty, forgery, alteration or misuse of college documents, records or identification; or knowingly furnishing false information to any Shasta College official. Tampering with the election of any Shasta College recognized student organization.
- Unauthorized entry upon or use of college facilities.
- Lewd, indecent, or obscene conduct on District-owned or controlled property or at District-sponsored or supervised functions.
- Engaging in expression which is obscene; libelous, or slanderous; or which so incites students as to create a clear and present danger of the commission of unlawful acts on college premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.
- Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
- Hazing, defined as an act that endangers the mental or physical health or safety of a student, or which destroys or removes public or private property for the purpose of initiation, admission into, affiliation with or as a condition for continued membership in a group or organization.
- Failure to comply with direction of District officials or law enforcement officers acting in the performance of their duties, and/or failure to identify oneself to one of these persons when requested to do so.
- Unauthorized possession, duplication or use of keys to any District premises or unauthorized entry to or use of District premises.
- Violation of published District policies, rules or regulations.
- Participation in a campus demonstration that disrupts the normal operations of the District and infringes on the rights of other members of the District community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area; intentional obstruction that unreasonably interferes with freedom of movement, either pedestrian or vehicular, on campus.
- Obstruction of the free flow of pedestrian or vehicular traffic on District premises or at District sponsored or supervised functions. The use of bicycles, roller blades and skateboards are not permitted in heavy traffic areas or in buildings.
- Conduct that is disorderly, lewd or indecent; habitual profanity or vulgarity; breach of peace; or aiding, abetting or procuring another person to breach the peace on District premises or at functions sponsored by or participated in by the District.
- Theft or other abuse of computer time and network resources, including but not limited to:
 1. Unauthorized entry into a file to use, read or change the contents, or for any other purpose.
 2. Unauthorized transfer of a file.
 3. Unauthorized use of another individual's identification and password.
 4. Unauthorized use of phone and electronic devices such as radios, etc.
 5. Use of computing facilities to interfere with the work of another student, faculty member, or District official.

6. Use of computing facilities to send obscene or abusive messages.
 7. Use of computing facilities to interfere with normal operations of the District computing systems.
- Abuse of the judicial system, including but not limited to:
 1. Failure to obey the summons of a District official.
 2. Falsification, distortion or misrepresentation of information before a hearing officer.
 3. Disruption or interference with the orderly conduct of a judicial proceeding.
 4. Institution of a judicial proceeding knowingly without cause.
 5. Attempting to discourage an individual's proper participation in, or use of, the judicial system.
 6. Attempting to influence the impartiality of a member of a judicial body prior to and/or during the course of the judicial proceeding.
 7. Failure to comply with the sanction(s) imposed under the Standards of Conduct.
 8. Influencing or attempting to influence another person to commit an abuse of the judicial system.
 - Littering.
 - Misrepresentation of oneself or of an organization to be an agent of the District.
 - Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative procedure.
 - Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
 - Sexual assault or sexual exploitation regardless of the victim's affiliation with the district.

Students who engage in any of the above are subject to the procedures outlined in [AP 5520](#).

See *Administrative Procedure 5500*

Student Computer Technology Access

This is to communicate what other users, instructors, and the District expect of students when using college computer technology and facilities. Failure to conform to these stipulations may result in disciplinary action. Violations of regulations in the use of computer technology will be addressed in accordance with Shasta College Standards of Conduct ([BP 5500](#)) and Student Discipline ([AP 5520](#)), available for reference in the College Catalog or by requesting a copy from Student Services.

Access to computing resources is a privilege. Use of any Shasta College computer system constitutes agreement to comply with Shasta College [Administrative Procedure 3720](#) for Computer and Network Use. Computer technology and facilities are provided for the purpose of completing academic requirements. The District may access, review, copy and disclose information entered or retained in computer technology and communications resources.

1. Students may use the technology and facilities to:
 - a. Complete course assignments;
 - b. Conduct academic research;
 - c. Communicate with faculty and students.
2. User Responsibilities. User responsibilities include, but are not limited to:
 - a. Using only their own designated ID, passwords/PIN, and accounts, and keeping IDs, passwords/PIN, and account information confidential. It is recommended that users change their passwords/PIN periodically;

- b. Using software and electronic materials, including shareware, in accordance with copyright, trademark, and licensing agreements and restrictions;
 - c. Accurately identifying and representing themselves in electronic messages, files, and transactions;
 - d. Saving all work on a flash drive or other removable storage media and not on the hard drive unless instructed to do so by their instructor;
 - e. Allowing lab technicians to scan removable media before it is inserted into or otherwise connected to the computer as a precaution to ensure the safety of the computers;
 - f. Asking appropriate Shasta College personnel for assistance if unfamiliar with the system software.
3. Prohibitions. Prohibitions include but are not limited to:
- a. Circumventing or attempting to circumvent local, network, or remote security measures;
 - b. Unauthorized use of accounts, access codes, passwords, or identification numbers;
 - c. Violating copyrights, trademarks, and/or license agreements;
 - d. Copying software that has not been placed in the public domain and distributed as freeware; inspecting, changing, altering, copying, or distributing proprietary data programs, files, disks, or software without authorization;
 - e. Accessing, using or copying another user's account, ID number, password, electronic files, data, or e-mail without prior authorization; or allowing such use by others;
 - f. Falsely identifying and/or representing oneself in the use of computer technology and communications resources;
 - g. Altering or attempting to alter system software;
 - h. Altering or attempting to alter system hardware without Technology Support approval;
 - i. Damaging equipment, data, software, software protection, encryption or restriction on applications and files, including introducing invasive or destructive programs (such as viruses, worms, and Trojan horses);
 - j. Modifying or attempting to crash or hack into computer technology or communications resources;
 - k. Accessing or attempting to access restricted portions of any operating system or security software;
 - l. Installing or removing software;
 - m. Using computer technology and/or communications resources for private commercial purposes;
 - n. Using District computer technology and communications resources in any unlawful manner including fraudulent, threatening, libelous, obscene, or harassing communications; procuring, or distributing obscene or pornographic material.

Student Discipline Administrative Procedure 5520

Reviewed by the Board of Trustees 02/10/2021

Reference: *Education Code Sections 66017, 66300, 72122, and 76030 et seq.; Penal Code Section 626.4*

The purpose of these administrative procedures is to provide a means to address violations of the Standards of Conduct set forth in [Board Policy 5500](#).

These administrative procedures will include a prompt, fair, and impartial process meant to address violations of the Standards of Student Conduct, which guarantees to the student or students involved the due process rights guaranteed them by state and federal constitutional protections. These procedures are not intended to substitute for criminal or civil proceedings that may be initiated by other agencies and will be used in a fair and equitable manner, and not for purposes of retaliation. These procedures are not considered a legal proceeding.

These Administrative Procedures are specifically not intended to infringe in any way on the rights of students to engage in free expression as protected by the state and federal constitutions, and by Education Code Section 76120, and will not be used to punish expression that is protected.

For discipline resulting from a sexual harassment complaint under Title IX, the procedure in [AP 3434](#) – Responding to Harassment Based on Sex under Title IX, must be used.

I. Definitions:

Discipline Officer: The Assistant Superintendent/Vice President of Student Services or such other official so designated by the Superintendent/President.

District: The Shasta-Tehama-Trinity Joint Community College District.

School Day: Any day during which the District is in session and regular classes are held, excluding Saturdays and Sundays.

Receipt of Notice: A mailed notice is presumed received three (3) calendar days after mailing or earlier if verified by a U.S. Postal Service return receipt signed by the student/individual for whom the notice is intended. A personally delivered notice is presumed received on the date indicated on the delivery acknowledgement signed by the student/individual for whom the notice is intended.

Student: Any person enrolled in any program at the District, either full-time or part-time. Persons who withdraw after allegedly violating the Standards of Conduct are considered "students" for the purposes of these procedures. The Standards of Conduct apply to all locations and activities of the District, including online courses and District-sponsored events.

Instructor: Any academic employee of the District in whose class a student subject to discipline is enrolled, or counselor who is providing or has provided services to the student, or other academic employee who has responsibility for the student's educational program.

Educational Administrator: Any administrator who provides leadership and direction for the operations of the District whose responsibilities include supervision of managers, staff or instructors and the management of the institutional relations among students, faculty and staff.

Good Cause: Any offense defined by Education Code section 76033 and such other causes as set forth in the Standards of Conduct.

Removal from Class: Exclusion of the student by an instructor for the day of the removal and the next class meeting.

Reprimand (Written or Verbal): An admonition to the student to cease and desist from conduct determined to violate the Standards of Conduct. Written reprimands may become part of a student's permanent record at the college. A record of the fact that a verbal reprimand has been given may become part of a student's record at the college for a period of up to one year.

Immediate Interim Suspension (Education Code Section 66017): The immediate suspension of a student when the Discipline Officer or any educational administrator concludes that immediate suspension is required to protect students or others from injury, to protect property, or to ensure the maintenance of order at the District. In cases where an interim suspension has been ordered, the time limits contained in these procedures shall not apply, and all hearing rights, including the right to a formal hearing where a long-term suspension or expulsion is recommended, will be afforded to the student within (10) school days.

Short-Term Suspension: Exclusion of the student for good cause from one or more classes, school activities, and/or all District facilities for a period of up to and including ten (10) school days.

Long-Term Suspension: Exclusion of the student for good cause from one or more classes, school activities and/or all District

facilities for more than ten (10) school days or from one or more classes for the remainder of the term, or from all classes and activities of the college for one or more semesters.

Expulsion: Permanent separation of the student by the Board of Trustees from all courses and activities offered by the District for one or more semesters.

Withdrawal of Consent to Remain on Campus: Withdrawal of consent by the Discipline Officer or other officials so designated by the Superintendent/President for any person to remain on campus in accordance with California Penal Code Sections 626.4 where the Discipline Officer has reasonable cause to believe that such person has willfully disrupted the orderly operation of the campus.

Reinstatement: In the case of long-term suspensions, a person/student may be required to meet with the Discipline Officer to evaluate their suitability for enrollment or reenrollment. If the Discipline Officer determines that the person/student is not yet suitable for enrollment or reenrollment, a new sanction of suspension may be imposed. If the person/student does not agree with the sanction of suspension, they may submit a written appeal in accordance with Section VII and VIII of these procedures.

II. Expected Student Conduct

The Standards of Conduct are set forth in [BP 5500](#) and apply to conduct that relates to District activity or District attendance, including conduct that occurs while at District campuses or facilities, or at District-sponsored activities, including before classes begin, after classes end, during the academic year, and during periods between terms of actual enrollment and conduct described in section VI of these procedures. The Standards of Conduct shall apply even if the student withdraws from school while a disciplinary matter is pending.

III. Sanctions

One or more of the following sanctions may be imposed upon any student found to be in violation of the Standards of Conduct:

1. **Warning:** Verbal notice to the student by the Discipline Officer that the student is violating or has violated the District's Standards of Conduct and that a continuation of the specified conduct by the student may lead to further disciplinary action. The warning will be documented by the Discipline Officer and may become part of the student's record for a period of up to one year.
2. **Reprimand:** A written or verbal admonition to the student by the Discipline Officer to cease and desist from conduct determined to violate the Standards of Conduct. A record that a reprimand has been given shall be documented and may become part of a student's record for a period of up to one year..
3. **Disciplinary Probation:** A written reprimand by the Discipline Officer for violation of a specific provision of the Standards of Conduct that invokes probation for a designated period of time, which includes the possibility of more severe disciplinary sanctions should the student violate any of the Standards of Conduct during the probationary period.
4. **Restitution:** Reimbursement by the student for damage(s), injury or misappropriation of District property or to instructional materials/equipment caused by the students' misconduct. Restitution/reimbursement may be one or more of the following: appropriate service, monetary or material replacement. Pursuant to Title 5 of the California Code of Regulations, Section 59410, students who fail to provide the required restitution will have their grades, transcripts, diplomas, and registration privileges withheld until the financial obligation to the District is satisfied. The Discipline Officer shall provide the student with an opportunity to be heard prior to the imposition of a restitution order.
5. **Removal from Class or Instruction-Related Activity:** Any instructor may order a student removed from their class or

instructional activity for the day of the removal and the next class or activity meeting and according to student conduct policies or at the faculty's discretion. The instructor shall immediately report the removal to the Discipline Officer. The Discipline Officer will arrange for a meeting with the student regarding the removal. The student shall not be allowed to return to the class or instructional activity during the period of the removal without the concurrence of the instructor. Nothing herein will prevent the Discipline Officer from further disciplinary sanctions in accordance with these procedures, and based on the facts which led to the removal. If the student removed is a minor, the Discipline Officer shall ask the parent or guardian of the student to attend a parent conference regarding the removal as soon as possible. If the instructor or the parent/guardian so requests, the Discipline Officer shall attend the conference.

6. **Loss of Privileges:** Denial of privileges that may involve restrictions on class attendance in any instructional format for a designated period of time.
7. **Residence Halls Suspension:** Separation of the student from the Residence Halls for a definite period of time for violation of the Student Residential Housing Agreement or Standards of Conduct after which the student may be eligible to return. Conditions for readmission to the Residence Halls may be specified.
8. **Residence Halls Contract Revocation:** Permanent separation of the student from the Residence Halls for continued or serious violations of the Student Residential Housing Agreement or Standards of Conduct without possibility of readmission, which may also include revoking the privilege to be in or near the Residence Halls for any reason.
9. **District Suspension:** Subject to notice and appeal hearing requirements, separation of the student for good cause from all classes, school activities and/or all District campuses for a definite period of time after which the student may be eligible to return. In the case of long-term suspensions, a person/student may be required to meet with the Discipline Officer to evaluate their suitability for enrollment or reenrollment. If the Discipline Officer determines that the person/student is not yet suitable for enrollment or reenrollment, a new sanction of suspension may be imposed. If the person/student does not agree with the sanction of suspension, they may submit a written appeal in accordance with Section VII and VIII of these procedures.
10. **District Expulsion:** Permanent separation of the student by action of the Board of Trustees from all courses and activities offered by the District.
11. **Revocation of Degree or Certificate:** A degree or certificate awarded by the District may be revoked for fraud, misrepresentation, or other violation of District standards in obtaining the degree or certificate. Such a revocation shall be by action of the Board of Trustees.
12. **Withholding of Degree or Certificate:** The District may withhold awarding a degree or certificate otherwise earned until the completion of the process set forth in these procedures, including the completion of all sanctions imposed, if accusations of misconduct affect the student's entitlement to the degree or certificate. Withholding of a degree or certificate shall be by action of the Board of Trustees.
13. **Withdrawal of Consent to Remain on Campus:** The Discipline Officer or other officials so designated by the Superintendent/President may notify any person for whom there is a reasonable belief that the person has willfully disrupted the orderly operation of the campus that consent to remain on campus has been withdrawn. If the person is on campus at the time, they must promptly leave or be escorted off campus. If consent is withdrawn the Superintendent/President will be notified immediately. The person from whom consent has been withdrawn may submit a

written appeal to the Discipline Officer. In no case shall consent be withdrawn for longer than 14 days from the date upon which consent was initially withdrawn.

Any person as to whom consent to remain on campus has been withdrawn who knowingly reenters the campus during the period in which consent has been withdrawn, except to attend a hearing, is subject to arrest (Penal Code sections 626.2 and 626.4).

14. **Discretionary Sanctions:** Work assignments, essays, service to the District, or other related discretionary assignments that are determined to be appropriate by the Discipline Officer to remedy a violation of the Standards of Conduct or that serve as an educational lesson in response to such a violation.

IV. Discipline Involving Student Groups

Sanctions upon student groups or organizations may be imposed as follows:

1. Those relevant sanctions listed in Section III of these procedures.
2. Loss of selected rights and privileges for a specified period of time.
3. Deactivation: Loss of all privileges, including District recognition, for a specified period of time.

Accusations that a student group or organization has collectively violated the Standards of Conduct, terms that govern the group or organization, or any conditions of District operations, shall be initially reviewed by the Discipline Officer who shall have authority to impose sanctions on the group or organization.

No sanctions shall be imposed until the Discipline Officer has provided the group or organization with a written statement of the accusations and given the group or organization an opportunity to respond.

V. Records of Disciplinary Action

In accordance with Education Code section 76220, the District shall establish, maintain and destroy student records according to regulations adopted by the Board of Governors of the California Community Colleges. The Discipline Officer will create a record of disciplinary actions, along with relevant supporting documents and evidence. This record shall be maintained as a confidential student disciplinary record and may not be released without the permission of the student, except as permitted by law. The student shall have the right to inspect the record and to challenge the contents. Disciplinary records shall be retained in a manner consistent with state law.

In accordance with Education Code section 76234, whenever there is included in any student record, information concerning any disciplinary action taken by the District in connection with any alleged sexual assault or physical abuse or any conduct that threatens the health and safety of the alleged victim, the alleged victim of the sexual assault or physical abuse shall be informed within three (3) days of the results of any disciplinary action by the District and the results of any appeal.

In accordance with the Jeanne Clery Act, the District will disclose the results of any disciplinary proceeding conducted by the District against a student who is the alleged perpetrator of any crime of violence or a non-forcible sex offense to:

- The alleged victim; or
- The alleged victim's next of kin, if the victim is deceased.

VI. Disciplinary Action Involving Violence, Stalking, and Sex Crimes

Procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking will follow a similar process as outlined in [AP 5520](#). All proceedings will be conducted by officials who receive annual training on the

issues related to dating violence, domestic violence, sexual assault and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. The accused and the accuser will both be afforded the same opportunities to have others present, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice. The accused and accuser will be notified simultaneously, in writing, of the result of any institutional disciplinary proceeding, the institution's procedures for the accused and the victim to appeal the result, any changes to the result, and when the results become final.

VII. Discipline Officers Procedures

The following procedures shall be followed before any sanctions are imposed except in the event that an emergency/interim suspension is required as set forth herein.

1. **Administration.** The Discipline Officer shall administer these procedures and take appropriate action, subject to the approval of the District Superintendent/President and the Governing Board if required herein or otherwise by law.
2. **Reporting of conduct.** Alleged student misconduct shall be reported to the Discipline Officer within five (5) days of the date on which the conduct took place; in the case of continuous, repeated, or ongoing conduct, it shall be reported within five (5) days of the date on which conduct occurred which led to the decision to take disciplinary action.
3. **Investigation.** Upon receiving a report of alleged student misconduct, the Discipline Officer shall initiate an investigation.
4. **Notice.** Within five (5) days of receiving the report, the Discipline Officer shall give the student written notice of the potential Student Code of Conduct violation(s), and shall offer the student an opportunity to attend a meeting. The notice will be sent via personal delivery, email or certified mail to the student's last known address. The student will be given five (5) school days to respond to the notice. If the student is a minor, the Discipline Officer shall also notify the parent or guardian of the investigation and potential Student Code of Conduct violation(s). The written notice will include the following:
 - a. the specific section of the Standards of Student Conduct that the student is accused of violating.
 - b. a short statement of the facts supporting the accusation.
 - c. the right of the student to meet with the Discipline Officer or designee to discuss the accusation, or to respond in writing.
 - d. the nature of the discipline that is being considered.
5. **Opportunity to be Heard.** The student must contact the Discipline Officer within five (5) school days (as stated above) to schedule a meeting. At the scheduled meeting, the student may present a rebuttal to the accusation or otherwise offer relevant comment on the reported violation(s). If the student fails to arrange such a meeting (or fails to appear for a meeting the student arranged), the decision of the Discipline Officer shall be made without input from the student.
6. **Determination after Meeting.** The Discipline Officer shall decide whether or not to proceed with sanction(s) after hearing the student's explanation and considering all of the information. The Discipline Officer shall send the student a written notice of the determination within three (3) school days after the meeting via personal delivery, email or certified mail to the student's last known address.
7. **Short-Term Suspension Notification.** The Discipline Officer shall send the student a written notice of determination within three (3) school days after the meeting described in subsection (E). The notice shall inform the student of the decision and the length of the suspension, if any. The notice shall also inform the student that the decision is final. The notice shall be hand

delivered, emailed or sent via certified mail to the student's last known address.

8. **Long-Term Suspension, Recommendation for Expulsion, Recommendation to Revoke or Withhold a Degree or Certificate, and/or Withdrawal of Consent to Remain on Campus Notification.** The Discipline Officer shall send the student a written notice of determination within five (5) school days after the meeting described in subsection(s) E and F. The notice shall be hand delivered, emailed or sent via certified mail to the student's last known address. The notification shall include:
 - a. A statement of the charges, the reason for the recommended sanctions, and a description of facts related to the misconduct, including the evidence against the student, the date of the incident(s), time of the incident(s), and location of the offense(s);
 - b. A copy of the Standards of Conduct;
 - c. An explanation that the student for whom sanctions have been recommended is entitled to appeal the decision and has a right to an appeal hearing. The notification shall also state that a request for an appeal hearing must be filed within five (5) school days of the receipt of the notification. The written request for an appeal hearing must be received by the Hearing Authority within five (5) school days and must cite the specific ground(s) for the appeal as described in section VIII.A. of these procedures and provide information which substantiates the ground(s) on which the appeal is being made. The failure to request an appeal hearing shall constitute a waiver of the right to an appeal hearing; and
 - d. A statement that the student has the right to be accompanied at an appeal hearing by a willing on-campus advisor of their choice. If the student decides to be accompanied by an advisor, the name and address of that advisor shall be submitted to the Hearing Authority at the time the appeal is filed.
9. **Notice to the District's Hearing Authority.** The Discipline Officer shall report all long-term suspensions, recommendations of expulsion, recommendations to revoke or withhold a degree or certificate, and withdrawals of consent to remain on campus to the District's Hearing Authority (the Vice President of Student Services or such other official so designated by the Superintendent/President) and the Superintendent/President within five (5) school days of determination.
10. **Reinstatement.** In the case of long-term suspensions, a person/student may be required to meet with the Discipline Officer to evaluate their suitability for enrollment or reenrollment. If it is determined that the person/student is not yet suitable for enrollment or reenrollment, a new sanction of suspension may be imposed. If the person/student does not agree with the sanction of suspension they may submit a written appeal in accordance with Section VII and VIII of these procedures.

In cases not resulting in long-term suspension, expulsion, or revoking or withholding a degree or certificate, the decision of the Discipline Officer shall be final.

VIII. Hearing Authority's Appeal Procedures

1. Sanctions of long-term suspensions, expulsions, and/or revoking or withholding a degree or certificate imposed by the Discipline Officer may be appealed, by the student charged, to the Hearing Authority (the Vice President of Student Services or such other official so designated by the Superintendent/President). The request for an appeal must be in writing, must cite the specific ground(s) for the appeal, and must provide information which substantiates the ground(s) on which the appeal is being made. The request must be received by the Hearing Authority within five (5) school days of the student's receipt of notification of the right to appeal.

Grounds for appeal. A student may appeal the decision of the Discipline Officer on the grounds that:

- a. fair consideration was not provided to the student (i.e., there is evidence that some aspect of the meeting with the Discipline Officer was prejudicial, arbitrary, or capricious); or
 - b. new and significant information, not reasonably available at the time of the initial meeting, has become available; or
 - c. the sanction or remedy imposed is not in due proportion to the nature and seriousness of the offense. Any evidence supporting these grounds must be included in the request for an appeal hearing.
2. Upon receipt from the student of a request to appeal within the time stated above, the Hearing Authority will review the grounds for an appeal, the facts of the Discipline Officer's findings, and the imposed and/or recommended sanctions. Sanctions imposed and/or recommended by the Discipline Officer may or may not be suspended until such time as the appeal hearing is held.
 3. If after the review, the Hearing Authority determines that an appeal is warranted, then the appeal hearing will be conducted with the student within ten (10) school days of receipt of the request to appeal.
 4. If after the review, the Hearing Authority determines that an appeal is not warranted in the case of a long-term suspension, the sanctions imposed by the Discipline Officer shall be upheld, and the decision shall be final. The Hearing Authority's determination shall be sent via certified or registered mail to the student's last known address.
 5. Additional parties and/or witnesses to the violation(s) may be requested by the Hearing Authority to meet.
 6. The Hearing Authority may uphold, modify or reject any or all disciplinary sanctions imposed and/or recommended by the Discipline Officer. If the Hearing Authority modifies or rejects any or all sanctions imposed and/or recommended, the Hearing Authority shall prepare a new written decision which contains specific factual findings and conclusions. The Hearing Authority's decision to uphold, modify or reject the recommended or imposed sanctions shall be sent via certified or registered mail to the student's last known address.
 7. If the student fails to attend the appeal hearing without prior notice of cancellation, or without rescheduling another hearing, the Hearing Authority may uphold, modify, or reject the disciplinary sanctions imposed and/or recommended by the Discipline Officer without input from the student. Sanctions imposed by the Hearing Authority could result in suspension, the recommendation of expulsion and/or revoking or withholding a degree or certificate. In the case of long-term suspension, the Hearing Authority's decision shall be final.
 8. The Hearing Authority shall report all long-term suspensions, recommendations of expulsion, and recommendations to revoke or withhold a degree or certificate for which the Hearing Authority granted and conducted an appeal hearing, to the Superintendent/President within five (5) school days of the hearing. If no hearing is held, the Discipline Officer will make the report.

IX. Emergency Interim Suspension

1. The Discipline Officer or any educational administrator may impose an emergency/summary suspension if deemed warranted. It is an extraordinary measure and shall be utilized only when necessary to protect individuals from injury or death, or damage to property, or to ensure the maintenance of order pending an opportunity for the student to be heard.
2. A meeting shall be provided to the student within five (5) school days of an emergency/summary suspension (Education Code section 66017). The procedures set forth in sections VII and VIII shall apply to the meeting and any appeal

hearing.

3. An emergency/summary suspension shall be reported immediately to the Superintendent/President and to the Board of Trustees at its next regular meeting after such suspension has been imposed.

X. Superintendent/President

In cases where a sanction of a long-term suspension or withdrawal of consent to remain on campus is imposed, or expulsion and/or revoking or withholding a degree or certificate is recommended, the following shall apply:

1. **Long-Term Suspension:** If the Hearing Authority grants and conducts an appeal hearing, the student/individual may appeal the imposed sanction of long-term suspension by the Hearing Authority to the Superintendent/President. The written request for an appeal must be received by the Superintendent/President within five (5) school days of receipt of notification of right to appeal. The written request for an appeal must cite the specific ground(s) for the appeal (listed below), and provide information which substantiates the ground(s) on which the appeal is being made. The failure to request an appeal within the five (5) school days shall constitute a waiver of the right to an appeal.

Grounds for appeal. A student may appeal the decision of the Hearing Authority on the grounds that:

- a. fair consideration was not provided to the student (i.e., there is evidence that some aspect of the Hearing Authority's meeting was prejudicial, arbitrary, or capricious); or
- b. new and significant information, not reasonably available at the time of the Hearing Authority's meeting, has become available; or
- c. the sanction or remedy imposed is not in due proportion to the nature and seriousness of the offense. Any evidence supporting these grounds must be included in the request for an appeal.

Within ten (10) school days following receipt of the request for an appeal, the Superintendent/President shall render a final written decision. The Superintendent/President may uphold, modify or reject the long-term suspension imposed by the Hearing Authority. If the Superintendent/President modifies or rejects the imposed sanction, the Superintendent/President shall prepare a new written decision which contains specific factual findings and conclusions. The decision of the Superintendent/President to uphold, modify or reject the recommended or imposed sanction shall be final. The final decision shall be sent via certified or registered mail to the student's last known address. The Superintendent/President shall report all student suspensions to the Board of Trustees in closed session at its next regular meeting after they have received notification of the suspension.

2. **Expulsion and/or Revoking or Withholding a Degree or Certificate:** The student may appeal the recommended sanction of expulsion and/or revoking or withholding a degree or certificate by the Hearing Authority to the Superintendent/President. The appeal must be in writing and received by the Superintendent/President within five (5) school days of receipt of notification of right to appeal. The Superintendent/President may uphold, modify or reject the recommended expulsion and/or revoking or withholding a degree or certificate by the Hearing Authority. If the Superintendent/President modifies or rejects the expulsion recommendation and/or the recommendation to revoke or withhold a degree or certificate, the Superintendent/President shall prepare a new written decision which contains specific factual findings and conclusions. The written decision to uphold, modify or reject the recommended expulsion and/or revoking or withholding a degree or certificate shall include the right of the student to request a formal hearing by the Board of Trustees, and shall be sent via certified or registered mail to

the student's last known address within 10 school days of receipt of the appeal. The Superintendent/President's written decision shall be forwarded to the Board of Trustees.

XI. Board of Trustees

In cases where expulsion and/or revoking or withholding a degree or certificate is recommended, the following shall apply:

1. The Board of Trustees shall consider any recommendation from the Superintendent/
2. President for expulsion and/or revoking or withholding a degree or certificate at its next regularly scheduled meeting or as soon thereafter as is practicable. The Board of Trustees shall consider an expulsion recommendation in closed session, unless the student requests the matter be heard in open session in accordance with these procedures and Education Code section 72122. The Board may expel a student for good cause when other means of correction fail to bring about proper conduct or when the presence of the student causes a continuing danger to the physical safety of the student or others (Education Code section 76030).
3. The student shall be notified in writing, by registered or certified mail or by personal service, at least five (5) school days prior to the meeting, of the date, time, and place of the meeting of the Board of Trustees. The student may, within forty-eight (48) hours after receipt of the notice, request that the hearing be held in open session. Even if a student has requested that the Board of Trustees hear an expulsion and/or revoking or withholding a degree or certificate recommendation in open session, the Board of Trustees may deliberate in closed session in accordance with Education Code section 72122.
4. A closed hearing will be closed to everyone except the following:
 - a. the student charged;
 - b. an advisor/advocate for the student charged, if so desired. If the student chooses to be accompanied by an attorney, the student must notify the District in writing of their intent to bring an attorney at least two (2) school days prior to the hearing. Failure to notify the District will result in a postponement of the hearing;
 - c. the District Superintendent/President and/or President's designee;
 - d. the Board of Trustees;
 - e. Counsel for the District;
 - f. the student's parent(s) or guardian, if the student is a minor;
 - g. Campus Safety or such other law enforcement personnel deemed necessary for the safety of meeting participants.
5. The hearing shall be conducted in accordance with the following procedures:
 - a. The President of the Board of Trustees will serve as chair of the hearing, and will rule on all questions of procedure and admission of evidence.
 - b. Hearings need not be conducted in accordance with strict rules of evidence or the formality of a court hearing.
 - c. Before commencement of the hearing, the Board of Trustees shall review a description of the charges, notices, evidence, findings, and a copy of the proposed decision from the college-level disciplinary appeal hearing. The Board of Trustees shall consider no evidence other than that evidence received in the hearing process.
 - d. The District Superintendent/President or designee shall make a brief statement to the Board of Trustees, referring to relevant evidence regarding the alleged misconduct.
 - e. The accused student may then make a brief statement to the Board of Trustees and present any relevant evidence.

- f. The statements shall be limited to five (5) minutes each.
- g. Upon completion of these statements, the Board of Trustees will have an opportunity to ask questions of both the student and the District Superintendent/President or designee.
- h. The Board of Trustees will conclude the hearing, dismiss the parties, and privately deliberate as to a decision.
- i. The Board of Trustees shall issue a statement of decision including findings of fact and a determination that the accused student did or did not commit the act(s) charged, a finding that the student's act(s) did or did not constitute a violation of the Standards of Conduct, and a decision as to whether the expulsion and/or revoking or withholding a degree or certificate proposed by the District Superintendent/President will be upheld or modified. The Board of Trustees may also recommend further investigation. Pursuant to Education Code section 72122, regardless of whether the matter is heard in open or closed session, the final action of the Board of Trustees shall be taken in open session, and the result of the action shall be a public record. The name of the student, however, shall not be released.
- j. The hearing (but not the deliberations of the Board of Trustees) shall be recorded either in written format or electronically. The record shall be the property of the District. The student may read the record or listen to the tape at a mutually agreeable location at the District. An accused student may, upon request, be provided a copy of the written record or electronic recording at their own expense.
- k. A written statement of the Board of Trustees' decision shall be sent via certified or registered mail to the student's last known address within three (3) school days after the conclusion of the hearing.
- l. If the Board of Trustees' decision is unfavorable to the student, the student shall have the right to submit a written statement of their objection to the decision. This statement shall become a part of the student's records.
- m. The decision of the Board of Trustees is final and not subject to further appeal.

XII. Notification

The District Superintendent/President or designee shall, upon suspension or expulsion of any student, notify the appropriate law enforcement authorities of the county or city in which the District is situated of any acts of the student that may be in violation of section 245 of the Penal Code (Education Code section 76035).

XIII. Extensions of Time

Calendar restraints may be extended with the agreement of both parties.

Student Equity Administrative Procedure 5300

Reviewed by the Board of Trustees 07/10/19

Reference: *Education Code Sections 66030, 66250 et seq. and 72010 et seq.; Title 5, Section 54220*

The District has a Student Equity Plan. The plan follows the designated template and is filed as required to the California Community Colleges Chancellor's Office, following approval by the Board.

The Student Equity Plan shall be developed, maintained, and updated annually under the supervision of the Assistant Superintendent/Vice President of Student Services, or designee and should include:

- The active involvement of all shared governance groups on campus which will be comprised of faculty, administration, staff and students.

- Involvement by appropriate people from the community who can articulate the perspective and concerns of historically underrepresented groups.
- Campus-based research as to the extent of student equity.
- Institutional barriers to equity.
- Goals for access (successful enrollment), retention, degree and certificate completion, English as a Second Language (ESL) and basic skills completion, and transfer for each historically underrepresented group.
- Activities most likely to be effective to attain the goals, including coordination of existing student equity related programs.
- Sources of funds for the activities in the plan.
- A schedule and process for evaluation of progress towards the goals.
- An executive summary that describes the groups for whom goals have been set, the goals, the initiatives that the District will undertake to achieve the goals, the resources budgeted for that purpose, and the District officer or employee who can be contacted for further information.

Student Grievance Procedure Administrative Procedure 5530

Reviewed by the Board of Trustees 02/10/2021

Reference: *Education Code Section 76224(a); ACCJC Accreditation Eligibility Requirement 20; ACCJC Accreditation Standard IV.D*

The purpose of this procedure is to provide a prompt and equitable means of resolving student grievances.

Grievance: A claim by any Student who reasonably believes a college decision or action has adversely affected their status, rights or privileges as a student.

A Grievance includes, but is limited to, claims regarding:

- Course grades, to the extent permitted by Education Code Section 76224(a), which provides: "When grades are given for any course of instruction taught in a community college District, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student's grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetency, shall be final." "Mistake" may include, but is not limited to errors made by an instructor in calculating a student's grade and clerical errors;
- The exercise of rights of free expression protected by state and federal constitutions and Education Code Section 76120;

A Grievance is not:

- Student disciplinary actions, which are covered under separate Board Policies and Administrative Procedures.
- Unlawful discrimination, including sex discrimination. Procedures to be used to file such a complaint are set forth in the District's [Administrative Procedure 3435](#).
- Police citations (i.e. "tickets"); complaints about citations must be directed to the County Courthouse in the same way as any traffic violation.

Grievant. A Student who has filed a Grievance.

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.

Superintendent/President. The Superintendent/President or a designated representative of the Superintendent/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 the Grievant claims to be responsible for the alleged Grievance.

Day. Unless otherwise provided, day shall mean a day during which the college is in session and regular classes are held, excluding Saturdays and Sundays.

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.

The Superintendent/President shall appoint an employee who shall assist students in seeking resolution by informal means. This person shall be called the Grievance Officer. The Grievance Officer and the student may also seek the assistance of the Associated Student Senate in attempting to resolve a Grievance informally.

Informal meetings and discussions between persons directly involved in a Grievance are essential at the outset of a dispute and should be encouraged at all stages. An equitable solution should be sought before persons directly involved in the case have stated official or public positions that might tend to polarize the dispute and render a solution more difficult. At no time shall any of the persons directly or indirectly involved in the case use the fact of such informal discussion, the fact that a Grievance has been filed, or the character of the informal discussion for the purpose of strengthening the case for or against persons directly involved in the dispute or for any purpose other than the settlement of the Grievance.

Any student who believes they have a Grievance shall file a Statement of Grievance with the Discipline Officer within ten (10) days of the incident on which the Grievance is based, or ten (10) 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 two (2) days following receipt of the Statement of Grievance Form, the Discipline Officer shall advise the student of their 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 ten (10) days following the student's first meeting with the Grievance Officer, there is no informal resolution of the complaint which is satisfactory to the student, the student shall have the right to request a Grievance hearing.

Levels for Resolving a Student Grievance

1. First Level – Informal Grievance

Any student with a Grievance should first attempt to resolve the matter by means of an informal meeting with the person(s) against whom the student has the Grievance. This discussion must take place within ten (10) school days of the alleged incident. The person grieved must respond outlining the outcome of the discussion via written communication within ten (10) school days. If resolution is not reached, the Grievance will automatically advance to the next level.

2. Second Level – Informal Grievance

If the Grievance cannot be resolved or if the discussion does not take place as specified at the first level within ten (10) school days, the Grievant should contact the immediate supervisor or Dean of the appropriate department or program. This discussion must take place within ten (10) school days after contact at the second level. The Supervisor or Dean has ten (10) school days to respond to the student's Grievance via written communication. If resolution is not reached, the Grievance will automatically advance to the next level.

3. Third Level – Informal Grievance

If the Grievance cannot be resolved at the second level within ten (10) school days, the complainant should contact the Discipline

Officer. The Discipline Officer will review the Grievance with the supervisor or administrator and attempt to resolve the Grievance informally. This discussion must take place within ten (10) school days after contact at the third level. The Discipline Officer has ten (10) school days to respond to the student's Grievance via written communication. If resolution is not reached, the Grievance will automatically advance to the next level.

4. Fourth Level – Formal Grievance and Hearing

If the Grievance cannot be resolved informally at the third level, the Grievant will be asked to state the Grievance in writing within ten (10) school days. Then a formal hearing will be scheduled within ten (10) school days of receipt of the written complaint. The employee being grieved shall have the opportunity to respond in writing. The Discipline Officer, as appointed by the Superintendent/President, will conduct the hearing.

The determination of whether the Statement of the Grievance presents sufficient grounds for a hearing shall be based on the following:

- The statement contains facts which, if true, would constitute a Grievance under these procedures;
- The Grievant is a student as defined in these procedures, which include applicants and former students;
- The Grievant is personally and directly affected by the alleged Grievance;
- The Grievance was filed in a timely manner;
- The Grievance is not clearly frivolous, clearly without foundation, or clearly filed for purposes of harassment.

If the Grievance does not meet each of the requirements, the Grievance Officer shall notify the student in writing of the rejection of the Request for a Grievance, together with the specific reasons for the rejection and the procedures for appeal. This notice will be provided within ten (10) school days of the date the Grievance Officer makes their decision.

If the Request for Grievance Hearing satisfies each of the requirements, the Grievance Officer shall schedule a Grievance hearing. The hearing will begin within ten (10) school days following the decision to grant a Grievance Hearing. All Parties to the Grievance shall be given not less than five (5) school days' notice of the date, time and place of the hearing.

The hearing will comply with principles of due process, including the right to confront and cross examine witnesses. The decision of the Grievance Officer shall be final on all matters relating to the conduct of the hearing.

Each Party to the Grievance may call witnesses and introduce oral and written testimony relevant to the issues of the matter. Hearings shall be closed and confidential unless all Parties agree that it be open to the public. Any such request must be made no less than five (5) days prior to the date of the hearing. In a closed hearing, witnesses shall only be present while testifying, unless all parties agree to allow them to remain for all or any other portion of the hearing.

Formal rules of evidence shall not apply. Any relevant evidence, as determined by the Discipline Officer shall be admitted.

The hearing will be recorded by the District, and will be the only recording made. The Grievance Officer shall start the hearing by asking each person present to identify themselves by name and thereafter shall ask witnesses to identify themselves by name. No witness who refuses to be recorded shall be permitted to give testimony, and shall be considered to be unavailable. The recording shall remain in the custody of the District. Any Party to the Grievance may request a copy of the recording from the District in writing. The District shall make a copy available to the requesting party within 20 days.

Unless the Grievance Officer determines to proceed otherwise, each Party to the Grievance shall be permitted to make an opening statement. Thereafter, the Grievant(s) shall make the first

presentation, followed by the respondent(s). The complainant(s) may present rebuttal evidence after the respondent(s) presents evidence. The burden shall be on the Grievant(s) to prove by substantial evidence that the allegations are true and that a Grievance has been established as specified above.

Each Party to the Grievance may represent themselves, and may also have the right to be represented by a person of their choice; except that a Party shall not be represented by an attorney unless, in the judgment of the Grievance Officer, complex legal issues are involved. If a Party wishes to be represented by an attorney, a request must be presented at least ten (10) days prior to the date of the hearing. If one Party is permitted to be represented by an attorney, any other Party shall have the right to be represented by an attorney. The Grievance Officer may also request legal assistance through the Superintendent/President.

The Grievance Officer shall have ten (10) days after the date of the hearing to render a written decision to the Superintendent/President. The decision shall include specific factual findings regarding the Grievance and shall include specific conclusions regarding whether a Grievance has been established as defined above. The decision shall also include a specific recommendation regarding the relief to be afforded the Grievant, if any. The decision shall be based only on the record of the hearing, and not on matters outside of that record. The record consists of the original Grievance, any written responses, and the oral and written evidence produced at the hearing.

Within ten (10) days following receipt of the Grievance Officer's decision and recommendation(s), the Superintendent/President shall send all Parties a written decision, together with the Grievance Officer's decision and recommendations. The Superintendent/President may accept or reject the findings, decisions, and recommendations of the Grievance Officer. If the Superintendent/President does not accept the decision, finding, or recommendation of the Grievance Officer, the Superintendent/President shall review the record of the hearing and shall prepare a new written decision which contains specific factual findings and conclusions. The decision of the Superintendent/President shall be final, subject only to appeal as provided below.

Appeal Process

Any appeal relating to a Grievance Officer's decision that the Statement of the Grievance failed to present a Grievance as defined in these procedures shall be made in writing to the Superintendent/President within ten (10) days of that decision. The Superintendent/President shall review the Statement of Grievance and Request for Grievance Hearing in accordance with the requirements for a Grievance provided in these procedures, but shall not consider any other matters. The Superintendent/President's decision whether or not to grant a Grievance hearing shall be final and not subject to further appeal.

Time Limits

Any times specified in these procedures may be shortened or lengthened if there is mutual agreement by all Parties.

Record of Grievance

A record of the Grievance against an employee of the District may only be entered into an employee's personnel file in compliance with District personnel policies, an employee's contract, applicable collective bargaining agreements, and the disciplinary process.

The District is committed to resolving student complaints and/or Grievances in a fair and equitable manner. Students should work through the District's process first before escalating issues to other agencies. Issues that are not resolved at the District level may be presented to the California Community Colleges Chancellor's Office (CCCCO) at:

www.californiacommunitycolleges.cccco.edu/ComplaintsForm.aspx

or the Accrediting Commission for Community and Junior Colleges (ACCJC) at:

<https://www.cccco.edu/Complaint-Process-Notice>.

This Administrative Procedure is not available for use by any student or applicant for admission who believes that they have been subjected to unlawful discrimination, including sex discrimination as prohibited by Title IX of the Higher Education Amendments of 1972. The basis for filing a complaint of unlawful discrimination and the procedures to be used to file such a complaint are set forth in the District's [Board Policy 3433 – Prohibition of Sexual Harassment under Title IX](#), [Administrative Procedure – 3433 Prohibition of Sexual Harassment under Title IX](#), and [Administrative Procedure – 3434 Responding to Harassment Based on Sex under Title IX](#), which can be obtained in the Human Resources Office in the Shasta College Administration Building 100, Room 121, 11555 Old Oregon Trail, Redding, CA 96003 or on the District's web site.

Student Learning Assessment

To ensure that students at Shasta College are attaining knowledge and skills, the faculty have developed ongoing processes to assess student learning. Students should expect to participate in a wide range of assessments designed to provide useful information about programs and student services. Additionally, upon graduating or transferring from Shasta College, former students may be asked to provide feedback on their experiences at Shasta College to guide continuous program quality.

Student Records, Directory Information, and Privacy Board Policy 5040

Approved by the Board of Trustees 10/16/2019

Reference: *Education Code Section 66093.3, 76200 et seq.; Title 5, Section 54600 et seq.; 20 U.S. Code Section 1232g(i) (US Patriot Act); Civil Code Section 1798.85; ACCJC Accreditation Standard II.C.8*

The Superintendent/President shall assure that student records are maintained in compliance with applicable federal and state laws relating to the privacy of student records.

The Superintendent/President may direct the implementation of appropriate safeguards to assure that student records cannot be accessed or modified by any person not authorized to do so.

Access to Records

Educational records shall be available for inspection and review, during normal working hours, by presently and formerly enrolled students. Where the record(s) may contain information concerning more than the inquiring student, only that part pertaining to the inquiring student may be revealed.

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 as defined in this policy and information sought pursuant to a court order or lawfully issued subpoena, or as otherwise authorized by applicable federal and state laws.

Students shall be notified of their rights with respect to student records, including the definition of directory information contained here, and that they may limit the information.

Directory information shall include:

- 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.
- Consistent with the Solomon Amendment, Department of Defense entities may obtain certain information about currently enrolled full-time students, ages 17 and over, once per term. This

information is limited to: student names, addresses, phone number, age (year of birth), level of education, degrees received for recent graduates and most recent educational institution attended. To process this request, the college will check to see if it collects the student data and if any students and/or parents exercised their FERPA rights to withhold student information.

The Superintendent/President shall ensure that procedures defining the District's response to federal immigration enforcement activities are in place and shall be followed to the extent possible consistent with state and federal law. Procedures will define processes for: gathering and handling student information; responding to requests by law enforcement for campus access for immigration enforcement purposes; responding to requests by law enforcement for access to student records for immigration enforcement purposes; and responding to immigration actions against students or their family members.

This policy and its implementing procedures shall be posted on the District's website.

See Administrative Procedure 5040

Student Records – Challenging Content

Any student may file a written request with the Assistant Superintendent/Vice President of Student Services or designee to correct or remove information recorded in the student records that the student alleges to be:

1. inaccurate;
2. an unsubstantiated personal conclusion or inference;
3. a conclusion or inference outside of the observer's area of competence; or
4. not based on the personal observation of a named person with the time and place of the observation noted.

See Administrative Procedure 5045 for more information.

Chapter 7: Services for Students, Special Programs, and Student Activities

Shasta College provides a broad spectrum of student services and activities to support the instructional programs and to ensure maximum opportunity for success in the student's chosen major.

Services for Students

Bookstore

The Shasta College Bookstore provides essential products and services that complement the academic environment and facilitate the education process for students, faculty, staff, and alumni as well as visitors to Shasta College. The bookstore offers self-service and selection in specialized book departments. Several non-book departments, such as school supplies, food products, emblematic wear, sundries, and gifts are also offered.

The bookstore is open to the public throughout the school year. The bookstore team members look forward to meeting many of you personally and helping you become better acquainted with the products and services offered. It is our purpose to make your visits to the bookstore a pleasant and beneficial experience.

During the beginning of each semester the bookstore has extended hours. Refer to the class schedule, our web page, or please call (530) 242-7574 for more information.

Textbooks can be ordered online at shastacollegebookstore.

Campus Safety

Campus Safety is committed to a safe and secure working and learning environment.

Campus Safety provides emergency management services, violence prevention programs, self-defense classes, safe walk escorts, and more.

We all play a vital role in keeping the Shasta College community safe. Everyone is encouraged to collaborate with us in creating a safe campus environment by becoming aware of and familiar with the safety resources and information provided by Campus Safety.

Our officers and staff are welcoming and committed to maintaining close ties with the people and communities we serve. Please stop by our office on the main campus, room 6500, or call (530) 242-7910, to ask any questions about security issues that are important to you. Campus Safety welcomes your involvement and suggestions, and looks forward to providing a safe learning environment for the pursuit of your goals and aspirations.

Career Center

The Career Center provides resources to use in making career decisions and acquiring the occupational information necessary for planning your future. Students are invited to make use of computerized career exploration resources to learn more about their interests, skills, and work values. Resources are also available to research and compare educational requirements, pay, and future outlook for various occupations. Stop by Room 2071C (upstairs in the Cafeteria) or call the Internship Work Coordinator, Lisa Petty, at (530) 242-7572 to learn how to create your personal career profile!

Child Care Services

Early Childhood Education

Early Headstart

Headstart-CalWORKs Preschool

Shasta College Children's Campus offers several options to help meet the childcare and educational needs of families. Go to shastacollegechildcare

The Early Childhood Education Center (530) 242-7601 is a demonstration child development laboratory site providing an enrichment experience for 3, 4, and 5-year old children. A daily fee approved by the Board of Trustees is charged for the program.

Shasta County Head Start and Early Head Start (530) 241-7951

provides an inclusive enriching program with extended day childcare from 7:30 a.m. to 2:30 p.m. Head Start/Early Head Start serves families of infant, toddlers and preschoolers aged eight weeks to five years. Enrollment priority is given to children of College CalWORKs students and low-income eligible families at no fee.

Financial Aid – Scholarships – See Chapter 2 – Financial Aid

Student Health & Wellness Office

The office is located in Room 2020 in the Campus Center. Students must be enrolled in credit bearing classes for the current semester in order to access services. Enrollment is verified with each visit. The office is open Monday through Friday during the Spring and Fall semesters from 8:00 a.m.–12:00 noon and 1:00 p.m.–4:00 p.m. Summer semester office hours, days, and services will vary. **FREE** confidential services offered: first aid/care for injuries, visits with the college nurse, contracted physician, or psychological counselor, treatment for acute injuries and illnesses, OTC (over the counter) medications, TB skin tests, health screenings, health education and information, and smoking/vaping cessation counseling. Physician consultations are available for academic program/uncomplicated employment physicals and the initial diagnosis and treatment of short-term illnesses. ([MD Clinic Dates](#)). Physician services are not available during the summer semester. The Student Health & Wellness Office offers students an opportunity to make a HIPAA-compliant telehealth or in-person appointment with the College Nurse, Psychological Counselor, and/or Contracted Physician. Cholesterol screenings and flu shots are offered for a nominal fee. We also provide community resources for reproductive health care. For students requiring appointments outside of office hours, the Student Health & Wellness Office has made 24/7 mental telehealth available thru [TimelyCare](#).

The Student Health & Wellness Office manages the Student Accident Reporting and Insurance process.

You may reach us by using the [Request a Consultation](#) online form, by phone, or stop by the office.

PLEASE NOTE: The Student Health & Wellness Office is not a physician's office. Medical (physician) services are contracted and limited. For more information, please visit our [website](#) or call (530) 242-7580. Hours and/or days of service are subject to change. There may also be times when the College Nurse and/or Psychological Counselor are out of the office, or off campus, during regular office hours.

The Shasta-Tehama-Trinity Joint Community College District is a smoke and tobacco-free environment. Smoking, vaping, and the use of tobacco products is prohibited on all District property at all times. This applies to students, faculty, staff, administrators, visitors, and general members of the public. Shasta College Administrative Procedure [AP 3570](#) addresses smoking/vaping and the prohibition of spitting chew tobacco in classrooms (into cups, trashcans, etc.). Willful non-compliance is a violation of college policy and the Student Standards of Conduct.

Library

The Shasta College Library is one of your key resources for academic support. It is a hub of collaborative learning on campus with study spaces and a host of resources. Our shared space with the Learning Resource Center provides the opportunity to assist students with a wide array of needs. We also maintain a dynamic collection, accessible 24/7, and online research assistance. Explore this vast spectrum of knowledge, including:

- Millions of peer reviewed scholarly journal articles.
- Thousands of books, eBooks, videos, and streaming media.
- Computer workstations available.

- Chromebooks, Calculators, and Textbooks available for long-term loan.
- Wireless Internet access.
- Collaborative and quiet student spaces with comfortable seating.
- Research, citation, and information literacy instruction.
- Self-service color and black and white printing, photocopying, and scanning.
- Service-oriented and knowledgeable staff who are available in person and online via Zoom, chat, text, email, and phone.

To learn more about the Library, including current Library hours, please visit us online at <https://www.shastacollege.edu/library/>.

Student Employment Services

The Student Employment Center is a resource for Shasta College students seeking work while attending classes, after graduation, and at the completion of their training programs. Bulletin boards are maintained in major campus buildings listing current job opportunities both on and off campus. Job listings are also posted on the Student Employment website: shastacollegejobboard. Computers, printers and fax are provided for job search purposes. Resume, cover letter, interviewing, and general job search assistance is available. For more information on student employment services, please stop by Room 2071C (upstairs in the Cafeteria) or call Lisa Petty at (530) 242-7572.

Testing Center

The Testing Center is located in Room 2215 in the 2200 Building. Tests such as the computer literacy assessment, Myers Briggs, and Strong Interest Inventory can be taken online by sending an email request to testcenter@shastacollege.edu. All other testing, such as TEAS, GED, ASE, and make up tests, are by appointment only. Please call the Testing Center at (530) 242-7751 to schedule. Testing is available at Extended Education campuses by appointment only. Please contact the Counseling Center at (530) 242-7724 for information about math and English placement.

Students with disabilities should contact the Partners in Access to College Education (PACE) Office at (530) 242-7790 for information and testing accommodations. PACE services and testing accommodations are available to students at all Extended Education sites.

For questions about ESL testing, contact the ESL office at (530) 242-7711. For questions about multiple measures decision rules (math and English placement), please contact the office of the Dean of Enrollment Services.

The Hub – Student Success and Basic Needs Center

The Hub is where students can be connected to campus and community resources and feel more engaged with their peers. It also serves as a Basic Needs Center and assists students to ensure they are well-equipped in the pursuit of their education.

The Hub can connect students to:

- Getting involved - Student government and campus clubs are ran through The Hub
- Study abroad opportunities - The Hub can help inform students about programs ran through the college or third-party providers
- Campus categorical programs or organizations
- Basic needs resources and referrals –students can meet with a specialist to learn about campus and community resources in the areas of food or housing insecurity, mental or physical health, textbook or technology resources, transportation resources, and more.
- The campus food pantry - in collaboration with Student Senate, students with a valid, current Student ID are able to utilize the food pantry once every seven days.

For additional information, students can visit shastacollege.edu/TheHub, call (530) 242-7626, email TheHub@shastacollege.edu, or stop by in Room 2308.

Transfer Center

As part of the counseling function, Shasta College operates a Transfer Center. Located adjacent to the counseling offices in the Administration Building, the Center is a resource for students to use in acquiring information on other colleges and universities. The Center sponsors visits to four-year institutions each semester, and hosts admissions advisors from four-year colleges and universities who meet with students here at Shasta College. The Transfer Center also offers workshops to guide students through the UC and CSU transfer application process. Students are invited to make use of the variety of materials and services available. For additional information and schedule updates, please visit the Transfer Center website, call (530) 242-7570, or stop by Room 126.

Special Programs

Accelerated College Education – ACE

The Shasta College Accelerated College Education (ACE) Program is designed for the working individual desiring to complete their college education. Through compressed eight week classes, offered predominately online with some courses being taught in an evening or hybrid format, students are able to complete their Associates degree in 24 months (or less) or a Certificate in 4 or 9 months. The ACE Program currently offers degree pathways in Administration of Justice (AS-T), Business (AS-T and AS), Communication Studies (AA-T), Psychology (AA-T), Sociology (AA-T), Early Childhood Education (AS-T), and AA University Studies – Social Sciences (the last three include prerequisites for a bachelor's in social work) and a certificate in Web Design. Space is limited! Go online to www.shastacollege.edu/ACE to review information, call (530) 242-7676, or email acebold@shastacollege.edu to learn more!

Adult Basic Education

Shasta College has a range of adult education courses. There are courses in reading, math, GED-prep, citizenship and English as a Second Language. Many of these courses are free and have open enrollment. Some courses have small group instruction and others are taught using one-on-one mentoring. These courses can be used to prepare for college entry. For more information contact the Learning Center Coordinator, Basic Skills/ESL, at (530) 242-7711.

Bachelor's through Online and Local Degrees – BOLD

The Shasta College Bachelor's through Online and Local Degrees (BOLD) Program helps local students identify quality, affordable Bachelor's degree completion programs so they can take the next step after Shasta College. Students can enroll in a series of four one-unit, online Student Development classes at Shasta College while simultaneously pursuing their Bachelor's degree. These STU classes help students navigate their university experience, transition to their new career, and allow students to continue accessing Shasta College resources such as the library, health center, computer labs, and tutoring centers. More information can be found online at www.shastacollege.edu/BOLD, by calling 530-242-7676, or by emailing acebold@shastacollege.edu.

CalWORKs Student Services

The Shasta College CalWORKs Student Services Program serves students who are referred from the Shasta, Tehama, or Trinity Counties Social Services' CalWORKs Programs. Eligible students are those receiving the adult portion of cash aid.

CalWORKs students receive one-on-one assistance with enrollment, registration, financial aid processes, specialized counseling services, and ongoing support while receiving the adult portion of cash aid. Supplemental support services for CalWORKs students may include books and supplies not supported by their county, gas cards, food cards good for the on-campus cafeteria, and CalWORKs Work Study.

CalWORKs Work Study is a resource for CalWORKs students to help meet their required welfare-to-work hours while going to school. Wages earned while enrolled in the CalWORKs Work Study program are considered financial aid therefore exempt from the student's CalWORKs cash aid. In addition, the CalWORKs employment

program provides assistance with job readiness, resume development and job search resources.

Students who are receiving the adult portion of cash aid or are considering applying for cash aid can contact the Shasta College CalWORKs office for more information at (530) 242-7749 Monday – Friday, 8:00A-5:00P. (Closed Fridays throughout June and July).

Cooperative Agencies Resources for Education – CARE

The CARE Program is an additional support service for the EOPS student who is at least 18 years of age and a single parent who is currently receiving some form of CalWORKs cash aid (adult/child or child only). Support services for CARE students are considered supplementary to the services first received from EOPS and CalWORKs (if applicable). CARE supplementary support services may include school supplies, textbook and technology grants, food resources, transportation support, unmet need cash grants, and training and workshop opportunities. For additional information, call (530) 242-7540 or email EOPS@shastacollege.edu.

Extended Opportunity Program and Services – EOPS

EOPS (Extended Opportunity Program and Services) provides comprehensive support services to students with limited income and educational disadvantages. Academic, career, and personal counseling are a key component of this program. Students meet with an EOPS Counselor three times each semester to plan and monitor their educational progress. Additional services may include access to a lending library, book grants, transfer assistance, workshops, and referrals to both on and off-campus resources. Students must complete a California College Promise Grant (CCPG) and EOPS application, linked through MyShasta. For additional information, email us at EOPS@shastacollege.edu or call (530) 242-7540. Current EOPS students should check the EOPS page in Canvas regularly for program updates.

Gateway to College

The Shasta College Gateway to College program is a unique alternative education program allowing high school students, who are behind in credits, the opportunity to complete their high school graduation requirements through dual enrollment classes offered on the Shasta College campus. Students selected for participation in the Gateway program simultaneously earn credit toward their high school diploma and a college degree or certificate. General information is available online at <https://www.shastacollege.edu/academics/high-school-programs/gateway-to-college>, by calling (530) 242-7585, or by emailing gtc@shastacollege.edu.

Global Education Center

The goal of the Global Education Center is to provide cross-cultural learning experiences that establish greater global awareness for Shasta College students. Currently there are four programs housed under the Global Education Center: the International Student Program, Semester Exchange with Soonchunhyang University, the Global Expedition Program, and the Global Relations Fellowship. The International Student Program allows individuals from all over the world to study and receive a degree or certificate while providing opportunities for cultural development. International students have access to staff support as well as online resources housed on Canvas. Additionally, Shasta College partners with Soonchunhyang University to offer students the opportunity to spend a semester studying abroad in South Korea. Similarly, the Global Relations Fellowship hosts South Korean students alongside Shasta College students in the on-campus dormitories for three weeks during the summer. They participate in web design workshops classes while experiencing diverse industries across the North State. Finally, the Global Expedition Program gives students the opportunity to participate in environmental conservation research in partnership with Operation Wallacea in locations around the world while receiving Shasta College course credit. For more information on these programs, please call (530) 242-7626 or visit www.shastacollege.edu/international.

High School Diploma (Formerly GED)

Residents of the District may work toward a high school diploma by taking college courses. Information is available from the high school

3600 from which you plan to receive the diploma. You must request that credit is transferred.

A student who transfers Shasta College course credit to a high school for diploma credit may also use that credit at Shasta College. The completed course will fulfill the subject requirement if it is part of an Associate degree program.

Questions regarding GED testing should be referred to the Shasta College Testing Center at testcenter@shastacollege.edu.

Learning Assistance

The Shasta College Tutoring and Learning Center (TLC), located on the first floor of the 700 building, provides a variety of resources and tutoring services, including academic mentoring, supplemental instruction, peer-embedded tutoring and student athlete support (EDGE). The Writing Center, located in the TLC, features a computer lab for drop-in assistance, writing resources, writing related workshops each semester, and writing assistance for any course, including English as a Second Language. Students are encouraged to schedule an appointment in person or online with a writing assistant for a one-on-one tutoring session. The Math and Business Center, also located in the TLC, offers drop-in math assistance for students enrolled in various math and business classes. The Science Learning Center, located in the 1600 building, Room 1626, offers several resources to assist students during drop-in tutoring for Natural and Physical Sciences.

Partners in Access to College Education – PACE (formerly DSPS)

Shasta College offers students with disabilities numerous services including counseling and academic advisement, readers, note providers, e-texts, audio format texts, in-class interpreting for students who are deaf or hard-of-hearing, designated parking areas, special equipment, assistive technology, and test facilitation. These services are available to students attending either the main Shasta College campus or the extended education locations throughout the District, and students in online courses. The PACE Counselor works with students to evaluate their educational needs and to plan and authorize appropriate academic adjustments. Classes are provided through Career and Life Success (CALS) curriculum. For more information on the various programs and services available through PACE, email pace-services@shastacollege.edu or call (530) 242-7790. Current PACE students should check the PACE page in Canvas regularly for program updates.

Partners in Access to College Education also offers a College to Career (C2C) program which provides vocational training to students with Intellectual Disabilities. College to Career is a three-year program leading to competitive, integrated employment. More information can be found at the [PACE website](#) or in room 2006 on the Shasta College Main Campus.

Shasta CARES (Campus Advocacy, Resources, and Education for Safety) Program

Shasta CARES is a collaboration dedicated to uprooting interpersonal violence in our diverse community.

Through Shasta CARES, Shasta College developed a collaborative multidisciplinary committee on the main campus and Tehama campus to address campus stalking, domestic, dating, and sexual violence, to be identified as the Coordinated Community Response Team (CCRT).

The teams work together to create a trauma-informed response and develop culturally competent violence prevention programs. Shasta CARES provides primary prevention programming and events to educate the campus on realities of sexual violence, domestic violence, dating violence, and stalking. The events and workshops promote healthy behaviors, equity, safety and accountability.

Students and employees can access the following confidential services through our partnerships with One SAFE Place, Empower Tehama, Rape Crisis Intervention and Prevention, and Human Response Network: crisis counseling, emergency shelter, legal assistance, court accompaniment, resources and referrals, victim

advocacy, case management, emergency food and clothing, and support groups.

To make an appointment with the Confidential Advocate, call (530) 244-7233 or (800) 799-7233.

For more information, visit the Shasta CARES website on the Shasta College website at www.shastacollege.edu/shastacares or call (530) 242-7939.

SCI*FI (Shasta College Inspiring and Fostering Independence)

SCI*FI is an educational support program for students who are current or former foster youth under age 26. Academic counseling, weekly workshops, academic and financial support, and individual mentoring help students succeed in their coursework and also develop the skills needed to foster a stable transition into independence. Services are available in person or remotely. A study lab is available in Room 1012. Additional information is available at (530) 242-7556, by email at scifi@shastacollege.edu, and through the [SCI*FI website](http://www.shastacollege.edu/scifi).

STEP-UP (Shasta Technical Education Program – United Partnership)

STEP-UP (Shasta Technical Education Program – United Partnership) is an educational and support program for formerly incarcerated adults in Shasta, Tehama, and Trinity Counties. Students selected for STEP-UP meet eligibility requirements including recommendation for the program by partnering agencies and our Campus Safety Director. STEP-UP students are provided limited indirect financial and staff support to assist them in registering for classes and then to obtain textbooks and course materials needed to complete courses of study that prepare them to secure employment and thrive in their chosen career. STEP-UP provides for formerly incarcerated students by providing access to community and campus resources, along with assisting them in gaining access to apprenticeship and expungement programs. Among the services we provide for students are access to dedicated academic counselors, academic mentors, and financial aid staff. STEP-UP employs a case management cohort based model to ensure students are supported in meeting basic needs to ensure success while pursuing a certificate or degree. STEP-UP works closely with partners in the local community. For more information about eligibility or to become involved, please contact Robert Bowman at (530) 242-7639 or email rbowman@shastacollege.edu.

TRIO Programs

TRIO Student Support Services (SSS) is a federally funded program for eligible full-time students who are first generation and limited income and who are preparing to transfer to a four-year university to earn a bachelor's degree. TRIO-SSS provides support services such as tutoring, counseling, calculator loans, financial literacy workshops, cultural and social activities, university tours, and transfer assistance. For additional information on SSS, please visit room 2070 in the Student Center, call (530) 242-7690, or email us at trio@shastacollege.edu. Current TRIO SSS students should check the TRIO SSS page in Canvas regularly for program updates.

The TRIO Educational Talent Search (ETS) identifies and assists 6th through 12th grade students who are first generation and limited income and who have the potential to succeed in higher education. The program provides academic, career, and financial aid information to participants and encourages them to graduate from high school and continue their education at a postsecondary institution of their choice and graduate from college. The program serves 500 students in Shasta County. For more information, please contact the Project Director at (530) 242-7690, or email us at trio@shastacollege.edu.

TRIO Upward Bound (UB) Program provides comprehensive support to first-generation limited income high school students in their academic and college access preparation. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary learning. Upward Bound students participate in a six-week summer residential program at Shasta College. Upward Bound serves 65 students at Enterprise and Central Valley High Schools. For more information, please contact the Project Director at (530) 242-

7690, or email us at trio@shastacollege.edu.

UMOJA Program

The Shasta College Umoja Program supports the academic success, personal growth, and self-actualization of African American and other students. This program promotes and instills values for participants including purpose, unity, community and accountability among others.

Program benefits include community support, mentorship, service learning, field trips, academic counseling, peer tutoring, scholarships, and a STU 1 course cohort model.

Learn more about Umoja by visiting their office, located in room 2066, or by contacting the program coordinator at (530) 242-7757 or via email at hcoe@shastacollege.edu. You can also find out more information or apply at <https://www.shastacollege.edu/student-life/student-services/umoja-program>.

Veterans Educational Benefits

The VA Certifying Official in the Veterans Support & Success Center serves as your liaison between the school and the Department of Veterans Affairs to help you apply for and maintain your VA educational benefits. We provide support to help you with your education and information on the latest programs and regulations, extension of delimiting dates, Veterans Readiness & Employment, etc. Be sure to apply for your benefits early, as it takes the Department of Veterans Affairs approximately 120 days to process your application. All new veterans to Shasta College should call for information at (530) 242-7597 or visit the Veterans Support & Success Center in the 1500 building. For more information about Veterans Services please visit our website at www.shastacollege.edu/veterans.

The Veterans Counselor will assist you in your educational planning and development of the required Educational Plan. To schedule an appointment with the Veterans Counselor, call the Counseling Center, located in Building 100, at (530) 242-7724.

Course protection Guarantee under the Veterans Benefits & Transition Act of 2018

In compliance with Section 103 of the [Veterans Benefits and Transition Act of 2018](http://www.va.gov/vetbenefits), Shasta College will not impose the following penalties to covered individuals* due to the delayed disbursement of funding from the U.S. Department of Veteran Affairs:

- Prevent nor delay the student's enrollment,
- Assess late fees,
- Deny access to any resources available to other students who have met their financial obligations, or
- Require the student to secure alternative or additional funding

To qualify for this provision, covered individuals are required to:

- Provide a copy of a Certificate of Eligibility, Statement of Benefits**;
- Submit a Request for Certification of VA Education Benefits (to the Veterans Certifying Official in the 1500 building);
- Provide additional information needed to certify the enrollment as required by the Veterans Certifying Official.

This provision ends on the earlier of the following dates:

- The date on which payment from the VA is made to the institution
- 90 days after the date the institution certified tuition and fees following the receipt of the Certificate of Eligibility and Request for Certification

*A covered individual is defined as any individual who is entitled to educational assistance under the Veterans Readiness & Employment Program (Chapter 31), Chapter 33, or the Fry Scholarship.

**VA defines "Certificate of Eligibility" to be any documentation provided by the VA that serves to verify eligibility under Chapter 31 or Chapter 33. For example, a Certificate of Eligibility (COE), a Statement of Benefits, or a Tungsten Network Purchase Order. Chapter 33 recipients may access a Statement of Benefits online at www.va.gov.

It will be the student's responsibility to pay the school:

- Any remaining balance should the student register in courses that are not required for their educational objective and therefore not covered by the VA
- Any percentage of Chapter 33 below the 100% benefit rating.

Shasta College reserves the right to follow normal collection procedures for any difference between the amount of a covered individual's financial obligation and the amount of the VA education benefit disbursement.

Student Activities

Art

The Art Department sponsors monthly exhibitions of work by contemporary national and international artists and its own faculty, as well as a juried student show during the Fall and Spring semesters. The Gallery and Visiting Artist program are central to the department and college's mission of providing an exceptional fundamental curriculum for transfer, career-technical opportunities, basic skills education, and the opportunity for students to develop critical thinking, effective communication, global awareness, self-efficacy, and workplace skills. For additional information, call (530) 242-7730.

Athletics

Shasta College, a member of the Golden Valley Conference, Northern California Football Conference, the Big-8 Conference, and the Central Valley Conference, offers strong and varied athletic opportunities for students. The athletic facilities include a gymnasium, a lap swimming pool and a diving pool, lighted tennis courts, a weight training room, a cardio exercise room, a well-lighted football stadium, all-weather track and field facility, baseball and softball diamonds, and soccer fields. Shasta College students participate in baseball, basketball, cross-country, football, soccer, softball, swimming and diving, tennis, track and field, volleyball and wrestling. Questions regarding athletic eligibility should be directed to the Dean of Physical Education and Athletics at (530) 242-7595 or check our website at www.shastacollegeathletics.com.

Honor Society

Shasta College established the Beta Mu Mu chapter of the Phi Theta Kappa International Honor Society on March 19, 2004. The Phi Theta Kappa mission is two-fold: 1) recognize and encourage the academic achievement of two-year college students; and (2) provide opportunities for individual growth and development through participation in honors, leadership, service and fellowship programming. Honor society members are invited to join by email and must have a cumulative GPA of 3.5 or higher and have completed 12 or more transferable units at Shasta College. Invitations to join are emailed out approximately four weeks into the semester, where eligible students can gain more information about the society and register/pay online. Membership is granted once the eligibility requirements have been met and the appropriate dues are collected. For more information, contact The Hub, Room 2308 on the main campus for membership information, or visit the chapter web site at shastacollegeptk.

Housing

Shasta College maintains two dormitories, one for 63 females and one for 63 males. A Commons building providing recreational space and equipment for both indoor and outdoor activities is part of the facility. A "residents only" kitchen equipped with microwaves, two stoves/ovens, a gas BBQ grill, and an ice/water machine is located in the Commons along with a computer lab and TV lounge. Several social and recreational activities are programmed monthly for the enjoyment of the residents. The Commons building is staffed 24 hours a day throughout the academic year. Housing staff continually conduct safety and security walk-throughs to ensure that the facilities are secured, and the facility employs video surveillance equipment for security purposes. This equipment may or may not be monitored at any time.

Students must carry at least 12 units and maintain a 2.0 GPA to reside in the dormitories.

To reserve a space in the Residence Halls – or to be placed on the waiting list – go to the Shasta College Dorm webpage (<https://www.shastacollege.edu/student-resources/the-hub/dorms/>), fill out the Dorm Interest Form, and potential residents will be contacted by the Housing Office regarding the process to reserve a spot in the Dorms. Due to the limited number of spaces available each semester, students are encouraged to reserve a space at least four (4) months prior to the start of the semester. For more information, you may call (530) 242-7739.

Off Campus: The College is interested in its students having suitable housing. For students who cannot be accommodated in the dormitories or who prefer to live off-campus, The Hub maintains a list of apartment complexes and property management agencies in the Redding community, which is available to students upon request.

Music

The Music Department offers a wide range of musical opportunities that include workshops, clinics, guest performances, concerts, and the summer musical, in addition to regular ensembles and core music theory classes. All students are welcome, and do not need to be music majors to participate in ensembles. The Concert Choir and Concert Orchestra offer non-audition opportunities for aspiring singers and instrumentalists to increase their knowledge of Western concert music praxis and their sense of ensemble. In the evenings, community members may also participate in the Shasta Symphony Orchestra, Community Chorale, Symphonic Band and Jazz Big Band (all audition-only). The department is a force for creativity on campus, and offers the general student a chance to participate more richly in regional music culture. For more information, call (530) 242-7730.

Student Clubs

Get involved! Shasta College is home to many existing clubs and organizations. At Shasta College, we aim to produce well-rounded, global citizens who know how to step in, step up, take the lead, and create action. Opportunities to develop your leadership skills can be as beneficial as your Shasta College classroom education when transferring on to a four-year institution or considering employment offerings. Using the Club Canvas page, connecting has never been easier! Club members and advisors are able to mingle virtually, add their events to a shared calendar and view club training tutorials 24/7. For a complete list of active and recently active clubs, please visit www.shastacollege.edu/clubs, or see us in person at The Hub, located in the 2300 Building (room 2308), or call (530) 242-7626. If you don't see an existing club that interests you, you can start one!

Student Activity Cards

When you register at Shasta College, you will be offered the opportunity to buy your Student Activity Card from the Shasta College Student Senate. Funds from the card help Student Senate in financing events; such as, concerts, Club Kick-Off, Chili Cook-off, Constitution Day, and other Student Senate and Interclub Council events. The card allows reduced admission to various Student Senate sponsored activities, as well as discounts from popular vendors and restaurants around town (for a complete listing of vendors offering discounts please see the Student Senate website). Lastly, funds from the purchase of this card go toward many campus enhancement projects. An activity card may be purchased each semester. Information will be available during registration or at the Student Senate offices located in the 2300 Building (Room 2318) and online at www.shastacollege.edu/student-life/student-senate. This card is your passport that will help to involve you in college activities.

Student Senate Lending Library

The Student Senate collects unwanted textbooks at the end of each semester. These books are then lent to students in need who may not have the resources to purchase the book otherwise. Any student lending books is required to have a valid Student ID Card.

Student Senate Meal Voucher Program

The Shasta College Student Senate sponsors the Meal Voucher Program. A Shasta College student may receive a meal voucher once every 30 days when normal campus activities are available. This service will not be provided during normal or emergency campus closures. Any student accessing this program is required to have a valid Student ID Card which can be purchased at any time for \$10.00 at Admissions and Records or the Business Office, or online.

For more information and operational hours please contact Student Senate in room 2318 or call (530) 242-7743.

Student Senate/Student Government

The organized "student voice" to the campus community is facilitated through the Student Senate. Student views are represented on councils and committees of the college, and the Student Body President is a member of the Board of Trustees. Student concerns are channeled through the Student Senate, which meets weekly. Contact The Hub for dates and times at (530) 242-7626. Student Senate focuses its attention in three main areas of concern: student needs and concerns, campus activities, and student services.

Shasta College students are encouraged to participate in the Student Senate. Students are elected and/or appointed to positions in the various levels of the Student Senate. The development of leadership qualities through participation is considered to be of prime importance in student self-government at the College. You can apply online to be a senator by visiting <https://www.shastacollege.edu/student-resources/the-hub/student-senate/>.

Theatre Arts

Shasta College Theatre Arts offers learning opportunities in acting, scriptwriting, theatre practice and history, production, and technical theatre. The faculty and staff value diversity and create a welcoming environment, inviting all students and community members to participate in classes and productions. The department features a variety of mainstage productions, including comedies, dramas, and musicals. Classes are offered in-person and online. Rehearsals and performances are scheduled during the evenings and on weekends. For additional information, call (530) 242-7730.

Chapter 8: The College

A Brief History

Shasta College was founded in 1948 as part of the Shasta Union High School District. In the Centennial year of California and Shasta County (1950), Shasta College opened its doors on Eureka Way in the Fall with 256 day students. As part of the state's Centennial celebration, President Harry S. Truman spoke at the college's Thompson Field. There were 26 original faculty members.

Shasta College grew so rapidly that, in 1964, voters approved a bond issue for construction of a 337-acre campus at the main campus location. The present Shasta College main campus was originally a fur and trading center of the Wintu Indians, later occupied by a soldier and his family after the Mexican-American War.

Today, Shasta College extends its educational, cultural, and recreational facilities and services to all people in Shasta, Tehama, and Trinity Counties, including parts of Lassen, Modoc, and Humboldt Counties, an area that is more than 10,000 square miles, which is larger than the State of Massachusetts. An eight-member Board of Trustees, which includes a non-voting Student Trustee, represents the Shasta-Tehama-Trinity Joint Community College District.

The Shasta College mascot is the Knight. In 1955 the Shasta College Motor Knights Club built a knight with a suit of armor and lance. His name is "Oakey Doaks" (named for a cartoon character of the time). In 2012, a serious storm destroyed the original Oakey Doaks. Shasta College Welding Club students fabricated a replacement for the original Knight, and fabricated one additional Knight. The new Oakey Doaks Knights are mounted in front of the gym and at the football stadium entrance.

Between 2004 and 2009, the Intermountain, Trinity, and Tehama Campuses were established, with permanent buildings and high-tech classrooms. A state-of-the-art \$1.5 million Early Childhood Education child care center and instructional facility opened on the Redding Campus in the fall of 2005. In the fall of 2007, a 44,000 square foot Health Sciences and University Center opened, which houses the college's Dental Hygiene and Nursing Programs. It also serves as host to baccalaureate degree programs offered by both public and private universities. In Spring 2018, Shasta College awarded its first Bachelor's degrees in Health Information Management.

Shasta College is part of the California Community College system, which is the largest system of higher education in the world, with 116 colleges organized into 72 districts. The college has articulation agreements to facilitate transfer to the University of California and California State University systems, and many private college campuses.

Because of the diversified goals and needs of its students, Shasta College offers a wide range of programs and services, including counseling, tutoring, financial aid, performing arts and athletic events, student activities, veterans' services, cultural events, lecture series, workshops, and art exhibits. Shasta College has extensive offerings via online learning as well. Shasta College also offers instruction and student services at the Downtown Campus, Intermountain Campus, Tehama Campus, and Trinity Campus and each location utilizes computer-assisted learning to supplement on-site courses.

Fall 2020 marked the 70th Anniversary of Shasta College, serving the north state with pride and distinction.

Motor Vehicles on Campus

Operation of motor vehicles on the Shasta College campus must be conducted in a manner which ensures the safety of the driver, passengers, pedestrians, and/or any others, and which prevents damage to college property. The college is not responsible for loss of any property or damage to any property sustained by any person parking on campus.

Parking on Campus: PARKING PERMITS ARE REQUIRED TO PARK ON CAMPUS (Redding Main Campus and Tehama Campus). ALL PARKING IS ON A FIRST-COME, FIRST-SERVED BASIS. PARKING PERMITS ARE SOLD WITH NO GUARANTEE OF SPACE AVAILABILITY. Parking on campus is a privilege extended by the Board of Trustees to those who have college-related business. Drivers of vehicles on college property shall comply with the rules and regulations of the college. Parking privileges can be withdrawn for violations of parking and traffic regulations. Regulations and review process information are provided online at www.shastacollege.edu/campusafety, or may be obtained from Campus Safety at (530) 242-7910, option 5. Permits may be obtained at registration.

Cost of Parking Permit: Refer to the Schedule of Classes or call (530) 242-7910.

Daily Parking Permits are available from parking permit dispensers in various locations throughout the campus parking lots. These are valid for the day on which the permit is purchased.

Parking permits must be displayed in plain view in the appropriate location according to Parking Regulations or a citation will be issued. **There are no exceptions.** Should you receive a citation, follow the written instructions on the front of the citation. Restricted parking where regular permits are not valid: 30 minute zones, metered parking, staff spaces, handicapped spaces (blue), and car pool spaces.

Car Pool Parking requires the purchase of a student permit and an additional permit which can be obtained without additional cost through the Campus Safety Department.

Enforcement: Campus parking and traffic safety regulations are enforced by Shasta College and the Redding Police Department. The Campus Safety Office issues parking citations for violations. For additional information, contact campus parking at (530) 242-7910, option 5.

Economic and Workforce Development (EWD)

The Economic and Workforce Development (EWD) Division at Shasta College is an integral part of the California Community College system, investing funding and resources in industry sectors that are key to California's economic growth. The goal is to invest in the skills of California's workforce – now and in the future – through partnerships with the K-12 system, business and industry that result in highly specialized industry training, technical consulting, and business development. The end result is to meet the industry's need for skilled workers. Shasta College is host to various grants focused on industry specific pathways, including the CAL FIRE Heavy Equipment Logging Operations program, two Regional grants in Advanced Manufacturing and Business & Entrepreneurship, and the Far North "Center of Excellence" for workforce and labor market data analysis.

Our community and high school programs include Leadership High School, N.E.W. (Non-traditional Employment for Women), YEP (Youth Entrepreneurship Program), hosting the Shasta-Tehama-Trinity Adult Education Consortium, and the STEP-UP program. STEP-UP stands for Shasta Technical Education Program-Unified Partnership and opens the college doors to non-traditional students, prior offenders included, and supports them in navigating a path to student success.

EWD also hosts Community and Contract Education, including the

recently created Business Training Center (BTC). Community Education and the BTC offer a variety of classes and trainings for personal and professional growth, summer camps for kids, health and fitness classes and courses for personal interest, as well as customized training and professional development for regional businesses, small start-ups, and non-profit organizations.

Online Learning Center: The Learning Center's **Ed2go/Cengage Learning** and **Gatlin Education** offer a wide range of high quality, high demand, and highly interactive online courses. Advance personally or professionally entirely from the comfort of your home or office, via the internet. Master the latest computer program, launch and develop a business, earn Continuing Education Hours for various Healthcare professionals, learn a foreign language, or discover a new passion.

Nonprofit Resources: We offer classes in-person and online that introduce the fundamentals of effective growth and development for nonprofit organizations, grant writing and other tools in order to plan, organize, lead, and coordinate activities in their nonprofit—legally and effectively—to maximize community impact.

Business Training Center: Partnering with local business and industry, as well as with regional economic development organizations, the Business Training Center is able to enhance the community's economic growth, providing cost-effective, targeted training that is relevant and performance-based. Expert instructors provide managers and staff the opportunity to develop critical skills needed for today's competitive market. Training is customized for individual businesses, flexible for meeting the needs of employees, on-site or online to minimize downtime, and affordable and cost-effective. The BTC works with many area businesses to provide state-subsidized training supported by Employer Training Panel (ETP) funding.

EWD: www.shastacollege.edu/about/education-innovation-initiatives/economic-workforce-development

Community Education: www.shastacollege.edu/communityeducation

Business Training Center: www.shastacollege.edu/about/education-innovation-initiatives/economic-workforce-development/business-training-center

Extended Education

The Extended Education Division of Shasta College is assigned the responsibility to provide access to higher education for residents in and near their communities, including nontraditional patterns of campus-based education and programs. Extended Education and Distance Learning offerings expand community members' opportunities to engage in lifelong learning, complete college degrees and certificates, expand their interests, improve or broaden their occupational and professional preparation, or otherwise further their educational goals.

Classes are held at each of the three campuses listed below as well as other locations throughout the District. Classes are offered in a variety of formats including face-to-face instruction and online, and many students are now able to complete their degree or certificate without commuting to the Redding campus. Office hours at each campus are Monday through Thursday, 9:00 a.m. to 6:45 p.m., and Friday, 9:00 a.m. to 12:45 p.m.

Shasta College Tehama Campus
770 Diamond Avenue, Red Bluff, CA 96080
530-242-7750, option 6; tehama@shastacollege.edu

Shasta College Intermountain Campus
37581 Mountain View Road, Burney, CA 96013
530-242-7750, option 4; intermountain@shastacollege.edu

Shasta College Trinity Campus
30 Arbuckle Court, Weaverville, CA 96093
530-242-7750, option 5; trinity@shastacollege.edu

Services available at each campus include admissions assistance, on-site registration and counseling, orientation, tutoring, and career

guidance.

Field Trips and Excursions Liability Policy

Throughout the semester/school year, the District may sponsor off-campus, extra-curricular field trips/excursions. If you choose to participate, be advised that pursuant to California Code of Regulations Sub-Chapter 5, Section 55220, you have agreed to hold the District, its officers, agents and employees harmless from any and all liability or claims which may arise out of or in connection with your participation in the activity.

Foundation

The Shasta College Foundation is a 501(c)(3) non-profit corporation comprised of volunteers representing Shasta, Tehama, and Trinity Counties. Since its establishment in 1995, the Foundation's primary purpose has been to raise funds to support and benefit the Shasta-Tehama-Trinity Joint Community College District. The Shasta College Foundation is proud to serve our students and our communities by acting as a fiscal agent for various education-focused funds and entities, and by supporting activities and events which cultivate personal growth and build positive relationships within our communities.

Contributions to the Shasta College Foundation take many forms: gifts of cash, gifts in kind, stock or securities, trusts, real estate, gifts in memoriam, wills and bequests.

The Shasta College Foundation Executive Director is available to assist donors in establishing scholarships and in making other contributions. Please write or call:

Andree Blanchier, Executive Director
Shasta College Foundation
P.O. Box 496006
Redding, CA 96049-6006

(530) 242-7512

www.shastacollege.edu/Foundation

Jeanne Clery Campus Crime Statistics (Clery Act)

Shasta College complies with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act). The Shasta College Annual Security Report is provided to help ensure a safe environment for our college community and prospective students and employees. This document contains statistics for the previous three years concerning reported crimes that occurred on campus and on public property immediately adjacent to and accessible from the campus and fires that occurred in on-campus housing facilities. Additionally, the report provides valuable safety and security information including descriptions of the campus safety programs and policies, information regarding safety notification and emergency response procedures, missing student notification procedures, campus law enforcement, sexual assault, domestic violence and stalking prevention programs, and fire safety programs.

A complete copy of the Annual Security Report may be obtained from the Campus Safety Office located in Building 6500. The report is also available through our Campus Safety website: www.shastacollege.edu/asr and can be downloaded in PDF format.

For more information, contact Campus Safety at (530) 242-7910.

Open Enrollment Board Policy 5052

Approved by the Board of Trustees 01/15/2020

Reference: *Title 5, Section 51006*

All courses, course sections, and classes of the District shall be open for enrollment to any person who has been admitted to the college. Enrollment may be subject to any priority system that has been established. Enrollment may also be limited to students meeting

properly validated prerequisites and corequisites, or due to other practical considerations such as exemptions set out in statute or regulation. In consultation with program faculty or staff, the Superintendent/President has the authority to establish procedures that provide for special admission requirements for special programs as permitted by statute or regulation.

The Superintendent/President shall assure that this policy is published in the catalog and schedule of classes.

See *Administrative Procedure 5052*

Sexual Violence Prevention and Education (AB 1088, amends Ed Code 67385.7)

Starting January 1, 2006, post-secondary education districts are required through AB 1088 to provide all incoming students with educational and preventive information about sexual violence, in addition to the sexual harassment information required by Ed Code 66281.5. During orientation and throughout the year, Shasta College provides primary prevention programs and events. In accordance with Assembly Bill 1088, Shasta College implements procedures to ensure that students, faculty and staff who are survivors of sexual violence on or off campus receive assistance, treatment, information and resource referrals. Shasta College collaborates with local law enforcement and advocacy agencies such as One SAFE Place, Empower Tehama, Rape Crisis Intervention and Prevention, and Human Response Network to provide response and services for survivors through our Shasta CARES (Campus Advocacy, Resources, and Education for Safety) program.

Any sexual assault or physical abuse, including, but not limited to, rape, domestic violence, dating violence, sexual assault, or stalking, as defined by California law, whether committed by an employee, student, or member of the public, occurring on District property, in connection with all the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District's facilities or at another location, or on an off-campus site or facility maintained by the District, or on grounds or facilities maintained by a student organization, is a violation of District policies and regulations, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures.

You can find out more information regarding our Sexual Assault Policy (BP 3540) on the Shasta College website at <https://www.shastacollege.edu/about/leadership-organization/board-of-trustees/board-policies-administrative-procedures>.

Throughout each semester, Shasta College Campus Safety and Shasta CARES provide students and employees with primary prevention training and events. The campus hosts awareness programs that promote the awareness and prevention of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking. These programs provide students and staff with an understanding of their rights, definitions and safety tips.

Further, Shasta College Campus Safety and Shasta CARES provide our campus with the tools needed in order to:

- recognize the signs, be positive bystanders and have a healthy way to express themselves so we can prevent incidences from occurring before they are happening.
- shift cultural and social norms by changing knowledge, attitudes, beliefs, behavior, and skills that support violence.
- promote behaviors that define and support equity, healthy relationships, and conflict resolution.

For further information, visit Campus Safety and Shasta CARES on the Shasta College website at www.shastacollege.edu/shastacares. You may also contact Campus Safety at (530) 242-7910.

The Violence Against Women Act (VAWA) Reauthorization and Campus Sexual Violence Elimination Act (Campus SaVE; Provision, Section 304) and Senate Bill 967 Student safety:

sexual assault ("Yes Means Yes" Affirmative Consent Law)

President Obama strengthened and reauthorized the Violence Against Women Act on March 7, 2013. The bill included the Campus Sexual Violence Elimination Act (Campus SaVE), which amends the Clery Act and affords additional rights to campus survivors of sexual violence, dating violence, domestic violence, and stalking. This amendment improves transparency, accountability and education regarding these issues on campus.

Every post-secondary institution participating in Title IV financial aid programs will be required to:

- Report domestic violence, dating violence, and stalking, beyond crime categories the Clery Act already mandates as well as crimes motivated by gender identity or national origin;
- Adopt certain student discipline procedures, such as for notifying purported victims of their rights; and
- Adopt certain institutional policies and procedures to prevent and address campus sexual violence, dating violence, domestic violence, and stalking such as: primary prevention programs for new students and employees, ongoing primary prevention education programs and procedures to be followed after an incident occurs.

"Yes Means Yes" Affirmative Consent Definition: "Affirmative consent" means affirmative, conscious, and voluntary agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that they have the affirmative consent of the other or others to engage in the sexual activity. Lack of protest or resistance does not mean consent, nor does silence mean consent. Affirmative consent must be ongoing throughout a sexual activity and can be revoked at any time. The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of consent.

For a complete referral to all of the changes and implementations, please visit: [VAWA](#) and ["Yes Means Yes"](#).

Empower Students Prevention Training: All incoming and returning students are strongly encouraged to complete an online primary prevention program called Empower Students Program. This is an online program designed to help you deal with the issues of sexual assault, sexual harassment, dating violence, and stalking. Empower Students uses peer presenters, survivor testimonials, video-based scenarios, bystander testimonials and more, to cover crucial topics like consent, healthy and unhealthy relationships, what to do in the event violence occurs, and more. You will also learn how to identify potentially dangerous situations as well as how to intervene to put a stop to them. Empower Students gives you the knowledge and power to make your campus safer - for you, and for the people you care about. The website URL is: www.shastacollegestudents.ca.safecolleges.com. Students will use their Shasta College student ID # as their username to log in.

For more information, contact Campus Safety at (530) 242-7910, option 4 or the Title IX Coordinator at (530) 242-7649.

Transportation

Public transportation is available within our District.

RABA (Redding Area Bus Authority)

<http://www.rabaride.com/>

RABA provides rides to over 650,000 people each year, and has been serving the Redding, Shasta Lake and Anderson communities since 1981. Their website shows all of the RABA bus routes, hours of operation, fares and tips on using the service, and additional information including the location of each bus stop along the route. Their Customer Service Center is also available at (530) 241-2877 for all of your route and schedule questions and to purchase tickets and passes.

TRAX (Tehama Rural Area Express)

<http://www.takestrax.com>

Fixed route bus service connecting Red Bluff, Corning, Los Molinos, Gerber, Tehama and places in-between. City routes are available in Red Bluff and Corning, and special morning commuter runs are available along the Highway 99E and 99W corridors which connect to city routes. Their website contains information on routes, fares, etc. Special discounted fares are available for seniors, students and the disabled.

TRINITY TRANSIT

<http://trinitytransit.org>

Trinity Transit is the public transit operator for Trinity County. It operates two fixed-route services in the County: the Weaverville Shuttle and the Hayfork-Weaverville Bus, and a pilot program service in Lewiston and Trinity Center and between Weaverville and Willow Creek. The Weaverville Shuttle operates hourly within Weaverville, Monday through Friday from 9:00 a.m. to 5:00 p.m. It stops at numerous destinations, including Weaver Creek Senior Apartments, the Senior Center, the Trinity Hospital, Library, Social Services Complex, and the Post Office.

Unlawful Discrimination Policy

Compliance Statement: The Shasta-Tehama-Trinity Joint Community College District (the "District") complies with the California Education Code, Title 5 of the California Code of Regulations, the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act, in addition to all other governing federal, state, and local laws.

Anti-Discrimination Policy: It is the policy of the District to provide an environment free from unlawful discrimination and the District is committed to ensuring equal opportunity and access in its education programs and employment, including physical access to mobility-impaired individuals.

No individual on the basis of race, color, national origin, ethnic group identification, national origin, ancestry, religion (or religious creed), age, sex, gender, gender identity, gender expression, sexual orientation, marital status, physical or mental disability, medical condition, genetic information, military or veteran status, or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics, shall be unlawfully denied full and equal access to the benefits of, or be unlawfully subjected to discrimination under, any program or activity that is administered by, funded directly by, or that receives any financial assistance from the Chancellor or Board of Governors of the California Community Colleges or the District. The District's strict forbiddance and zero tolerance of any form of unlawful discrimination includes harassment based on sex and any other protected status, i.e., unwelcome sexual advances and other unwelcome verbal and physical conduct, as defined by governing federal and state laws and applicable District policies.

The District has adopted administrative procedures to ensure that complaints of unlawful discrimination are addressed promptly and equitably in compliance with governing federal, state, and local laws and/or policies. An individual who believes that they have been subjected to unlawful discrimination, including harassment based on sex or any other protected status, may file a complaint under [Administrative Procedure \(AP\) 3430](#) (Prohibition of Harassment)/[Administrative Procedure \(AP\) 3435](#) (Discrimination and Harassment Complaints and Investigations), a copy of which can be found in the District's Human Resources Office, Administrative Building 100, Room 121, 11555 Old Oregon Trail, Redding, CA 96003, (530) 242-7640. An individual may also obtain a copy of the governing complaint procedure at the Campus Center Building 2000 in the Student Services Office or from the District's website at <http://www.shastacollege.edu/Student%20Services/DSPS/Pages/Discrimination-Complaint-Procedure.aspx>.

- **Associate Vice President of Human Resources/Equal Employment Opportunity Officer:** To obtain more information about the District's nondiscrimination policy generally or prohibition against sex discrimination under Title IX, please contact Marianne Williams, Associate Vice President of Human

Resources and Equal Employment Opportunity Officer, P.O. Box 496006, Redding, California 96049-6006, (530) 242-7649, mewilliams@shastacollege.edu.

- **Section 504/Title II Coordinator:** To obtain more information about the District's prohibition of discrimination against students with disabilities, please contact Sandra Hamilton Slane, Dean of Student Services and Section 504 Coordinator, P.O. Box 496006, Redding, California 96049-6006, (530) 242-7799, sslane@shastacollege.edu.

Filing a Complaint of Discrimination: To file a complaint of unlawful discrimination involving students only, please contact Dr. Kevin O'Rourke, Assistant Superintendent/Vice President of Student Services, at (530) 242-7621 or kororke@shastacollege.edu. For a complaint of unlawful discrimination involving an employee, please contact Marianne Williams, Associate Vice President of Human Resources/Equal Employment Opportunity Officer at (530) 242-7649, mewilliams@shastacollege.edu. For all other complaints involving allegations of unlawful discrimination or if you have questions about the complaint filing procedure generally, please contact the Associate Vice President of Human Resources/Equal Employment Opportunity Officer at the contact information listed above.

An individual who wishes to file an unlawful discrimination complaint is encouraged to complete and sign the District's Unlawful Discrimination Complaint Form (Form). However, the District will treat a written and signed complaint submitted in a different format, such as a letter or e-mail, as if it were filed using the Form and will address its merits in a manner consistent with [AP 3430](#).

The District will promptly and equitably investigate complaints of unlawful discrimination that meet the requirements of [AP 3430](#). This equitable process will include the opportunity for the complainant to identify and present relevant witnesses and evidence for the District's consideration during the investigation in a manner consistent with [AP 3430](#).

The District will issue a written notice of its findings of its investigation under its formal resolution procedures within 90 days of receiving a complaint of unlawful discrimination. If the District finds that unlawful discrimination, including harassment and/or retaliation, occurred, the District will take appropriate action to remedy the unlawful discrimination. Retaliation against an individual who has filed a complaint of unlawful discrimination or participated in an investigation regarding such a complaint is strictly prohibited.

Declaración de cumplimiento: El Distrito Conjunto de Colegios Comunitarios de Shasta-Tehama-Trinity (el "Distrito") cumple con el Código de Educación de California, Título 5 del Código de Regulaciones de California, la Ley de Derechos Civiles de 1964, Título IX de las Enmiendas de Educación de 1972 y la Sección 504 de la Ley de Rehabilitación de 1973 y el Título II del Acta para los Norteamericanos con Discapacidades, además de todas las demás leyes que rigen federales, estatales y locales.

Política Anti-Discriminación: Es la política del Distrito para proporcionar un ambiente libre de discriminación ilegal, y el Distrito se compromete a garantizar la igualdad de oportunidades y el acceso a sus programas de educación y empleo, incluyendo el acceso físico a las personas con movilidad reducida.

Ningún individuo sobre la base de raza, color, origen nacional, grupo étnico, origen nacional, ascendencia, la religión (o credo religioso), edad, sexo, género, identidad de género, expresión de género, orientación sexual, estado civil, física o mental discapacidad, condición médica, información genética, estado militar o veterano, o sobre la base de estas características percibidas o basado en asociación con una persona o grupo con una o más de estas características reales o percibidas, será negado ilegalmente el acceso pleno e igual a los beneficios de, o ser sometidos ilegalmente a la discriminación bajo cualquier programa o actividad que se administra por, financiado directamente por, o que recibe alguna ayuda económica por el Canciller o la Junta de Gobernadores de los Colegios Comunitarios de California o el Distrito. La estricta prohibición del Distrito y la tolerancia cero de cualquier forma de discriminación ilegal incluye acoso por razón de sexo y cualquier otra

condición protegida, es decir, los avances sexuales no deseados y otra conducta verbal y físico no deseado, como se define por las leyes vigentes federales y estatales y las políticas aplicables del Distrito.

El Distrito ha adoptado los procedimientos administrativos para asegurar que las quejas de discriminación ilegal se envíen rápidamente y de manera equitativa en el cumplimiento de gobernar, el estado y las leyes y/o políticas locales federales. Una persona que cree que él/ella ha sido objeto de discriminación ilegal, incluyendo a base de acoso sexual o cualquier otra condición protegida, puede presentar una queja en virtud del [Procedimiento Administrativo \(AP\) 3430](#) (Prohibición de Acoso)/[Procedimiento Administrativo \(AP\) 3435](#) (Quejas e Investigaciones de Discriminación y Acoso), una copia del cual puede se encuentra en la Oficina de Recursos Humanos del Distrito, Edificio Administrativo 100, Sala 121, 11555 Old Oregon Trail, Redding, CA 96003, (530) 242-7640. Un individuo también puede obtener una copia del procedimiento de quejas que rige en el Edificio Campus Center 2000 en la Oficina de Servicios para el Estudiante o desde el sitio web del Distrito en <http://www.shastacollege.edu/Student%20Services/DSPS/Pages/Discrimination-Complaint-Procedure.aspx>.

- **Vicepresidente Adjunta de Recursos Humanos/Oficial de Igualdad de Oportunidades de Empleo:** Para obtener más información sobre la política de discriminación del Distrito en general o la prohibición de la discriminación sexual bajo el Título IX, por favor, póngase en contacto con el Vicepresidente Adjunta de Recursos Humanos y Oficial de Igualdad de Oportunidades de Empleo, P.O. Box 496006, Redding, California 96049-6006, (530) 242-7649, mewilliams@shastacollege.edu.
- **Sección 504/Título II Coordinador:** Para obtener más información acerca de la prohibición del Distrito de la discriminación contra los estudiantes con discapacidad, por favor, póngase en contacto con Sandra Hamilton Slane, Decana de Estudiantes y el Coordinador de la Sección 504, P.O. Box 496006, Redding, California 96049-6006, (530) 242-7799, sslane@shastacollege.edu.

La presentación de una queja de discriminación: Para presentar una queja de discriminación ilegal que involucra a los estudiantes solamente, por favor, póngase en contacto con el Dr. Kevin O'Rourke, Asistente Superintendente/Vicepresidente de Servicios Estudiantiles, al (530) 242-7621 o korourke@shastacollege.edu. Para una queja de discriminación ilegal que involucra a un empleado, por favor, póngase en contacto con el Vicepresidente Adjunta de Recursos Humanos y Oficial de Igualdad de Oportunidades de Empleo al (530) 242-7649, mewilliams@shastacollege.edu. Para el resto de las quejas relacionadas con acusaciones de discriminación ilegal o si tiene preguntas acerca de la presentación de la queja procedimiento general, por favor comunicarse con el Vicepresidente Adjunta de Recursos Humanos y Oficial de Igualdad de Oportunidades de Empleo de la información de contacto que aparece más arriba.

Una persona que desee presentar una queja de discriminación ilegal se anima a completar y firmar el Formulario para Queja de Discriminación Ilegal del Distrito (Formulario). Sin embargo, el Distrito tratar una queja por escrito y firmada presentada en un formato diferente, como una carta o correo electrónico, como si estuviera presentada utilizando el Formulario y se dirigirá a sus méritos de una manera consistente con [AP 3430](#).

El Distrito investigará con prontitud y de manera equitativa las quejas de discriminación ilegal que cumplan con los requisitos de la [AP 3430](#). Este proceso equitativo incluirá la oportunidad al demandante para identificar y presentar testigos y pruebas pertinentes a la consideración del Distrito durante la investigación de una manera consistente con [AP 3430](#).

El Distrito emitirá una notificación por escrito de sus conclusiones de su investigación de conformidad con sus procedimientos formales de resolución dentro de los 90 días de haber recibido una queja de discriminación ilegal. Si el Distrito determina que la discriminación ilegal, incluido el acoso y/o represalias, ha ocurrido, el Distrito tomará las acciones apropiadas para remediar la discriminación ilegal. La represalia contra un individuo que ha presentado una queja de discriminación ilegal o ha participado en una investigación

relacionada con una denuncia de este tipo está estrictamente prohibida.

Chapter 9: Academic Staff and Emeritus

Academic Staff

AMBROSE, VALERIE (2015) *Reading*; B.A. Queens University, M.A. Rider University

ANDERSON, CATHERINE E. (1988) *Mathematics*; B.A., Humboldt State University; M.A., University of California, Santa Cruz

ARANBUL, KARI (2017) *Medical Assisting Instructor*; B.A., Simpson University

ASHBEY, KATHARINE (2012), *Early Childhood Education*; B.A., Lewis & Clark College; M.A., Mills College

BAKER, LENA (2001) *English/Writing Center*; B.A., Drake University, Des Moines, Iowa; M.A., Texas A&M, Kingsville, Texas

BARTLETT, STACEY (2016) *Dean of Arts, Communication, and Social Sciences*; B.S., University of Phoenix; M.A., California State University, Chico

BARTO, AUDREY (2020) *Mathematics*; B.S., Baptist Bible College; M.S., Emporia State University

BEAMER, ALAN (2019) *Chemistry*; B.S., Guilford College; M.A., University of California, Santa Barbara

BERKOW, PETER F. (1990) *Journalism/English*; B.A., Northeastern Illinois University; M.A., California State University, Chico

BONNIN, MEGAN (2021) *Dental Hygiene Instructor*; B.A., Northern Arizona University; M.A., Liberty University

BOUCHER, MICHAEL (2018) *Associate Degree Nursing*; B.S., M.S.N., Saint Joseph's College

BRAZIL, KELLY (2002) *Head Coach – Women's Volleyball/Physical Education*; B.A., Humboldt State University

BREITBACH, WILLIAM (2013) *Executive Dean of Educational Technology, Learning Services, and Research*; B.A., University of California, Santa Barbara; M.A., California State University, Los Angeles; M.L.S., University of California, Los Angeles

BRYANT, THOMAS (2013) *Automotive*; A.A. Shasta College

BUSH, RANDY (2014) *Mathematics*; B.A., Humboldt State University; M.A., California State University, Chico

BUSK, BRIAN (2016) *Associate Degree Nursing*; B.S., M.S. Oral Roberts University

CALKINS, KATHRYN H. (1999) *English*; B.A., University of Delaware, Newark; M.F.A., University of Arkansas, Fayetteville

CALKINS, PAUL (2004) *English*; B.A., University of California, Irvine; M.A., University of California, Berkeley

CARDOZA, TAYLOR (2022) *Nursing*; B.S., Simpson University; M.S.N., Chamberlain University

CARICO, DAVID (2017) *Physics/Astronomy*; B.S., University of California, Berkeley; M.S., Ph.D., California Institute of Technology

CARMENA, CRAIG (2012) *Administration of Justice*; B.S., San Jose State University

CARMENA, ELAINE (2016) *Vocational Nursing*; B.S.N., San Jose State

CHARSHA, BEVERLY (2021) *Director of Early Childhood Education*; B.A., Azusa Pacific University; M.A., Pacific Oaks College

COLWELL, JESSICA (2015) *Anatomy and Physiology*; B.S., University of California, Davis; M.S., California State University, Fresno

COOPER, WILLIAM D. (1999) *Spanish*; B.A., University of California, Berkeley; M.A., University of Massachusetts, Amherst

CORT, CHARLES (1995) *Dental Hygiene*; A.S., B.S., Oregon Institute of Technology; M.A.T., National University

CROES, SCOTT (2007) *Biology*; B.S., M.S., California State University, Chico; Ph.D., University of Nevada, Reno.

CROOKS, JAMES (2007) *English/Basic Skills*; A.A., Shasta College; B.A., M.A., Humboldt State University

CRUSE, CHERYL (2012) *Librarian*; B.A., University of Redlands;

M.L.S., San Jose State University

DAVIS, JASON (2013) *Welding*; A.S., Shasta College

DAVIS, MICHAEL (2002) *Athletic Trainer*, B.A., California State University, Chico; M.S., University of Arizona, Tucson

DAW, BENJAMIN (2016) *English*; B.A., Humboldt State University; M.A., California State University, Sacramento

DE PAUL, ROBERT (2015) *Counselor*; B.A., Simpson University; M.A., Prescott College

DICKERSON, PETER (2019) *Heavy Equipment*; A.S., Shasta College

DOWGIERT, ANDREW (2016) *Health Information Management*; B.S. Ashford University; M.S. Saint Scholastica

DUENAS, TINA (2021) *Director of Learning Centers and Special Programs*; B.A., California State University, Chico; M.B.A., California State University, Monterey Bay

DURAN-COX, KYLEE (2015) *English*; B.A. National University; M.A. California State University, Chico

ECKHARDT, ANTHONY (2006) *Economics*; B.A., University of New Mexico; M.B.A., National University

ECKLIN, JEREMY (2019) *Business*; B.A., Sonoma State University; M.A., University of Phoenix

ELWOOD, KATHERINE (2021) *Political Science*; B.A., Fresno Pacific University; M.A., San Francisco State University

ESPINOLA, NELSON (2014) *Counselor*; A.A., Los Angeles City College; B.A., M.A., University of California, Los Angeles

EVANS, MATTHEW (2005) *Chemistry*; B.S., California Polytechnic State University; Ph.D., University of California, Santa Cruz

FARD, DIVAN (2000) *Chemistry*; B.S., Pahlavi University; Ph.D., University of Pennsylvania

FITZHUGH, KELE (2002) *Head Coach – Men's Basketball/Physical Education Instructor*; B.A., California State University, Chico

FITZHUGH, SONYA (2018) *Nurse Aide/Home Health Aide*; A.S., Shasta College

FONG, LEO (2001) *English*; B.A., University of California, Davis; M.A., University of California, Riverside

FOUST, KEITH (2014) *Psychology*; B.A., M.A., California State University, Chico

FOX, KEVIN (2002) *Mathematics*; B.A., M.A., California State University, Sacramento

FULTON, SUSANNAH (2009) *Biology/Botany*, B.S., Brigham Young University, M.S., New Mexico State University, Ph.D., Miami University

GAEDDERT, CANDICE (2020) *Associate Degree Nursing*; B.S., University of California, Davis; B.S.N., Samuel Merritt College; M.S.N., Western Governors University

GATEWOOD, DAVID (2020) *Dean of Health Sciences*; M.B.A., Southern Methodist University; Ph.D., University of Michigan, Ann Arbor

GENTRY, DAVID (2006) *Art*; B.A., University of Illinois; M.A., California College of Art

GLASS, THOMAS (2008) *Math*, B.S., California State University, Bakersfield; M.S., Boise State University

GORDON, SCOTT (1999) *Office Administration*; M.B.A., Brigham Young University

GRANDY, LARRY (1978) *Music*; A.A., Diablo Valley College; B.A., M.A., California State University, Chico; D.M.A., Arizona State Univ.

GRONDAHL, MELANEE (2017) *Student Development/Student Success Coordinator*; B.A., Pacific Union College; M.A., California State University, Chico

GURNEY, DARREN (2016) *Office Administration*; B.S., M.A.,

California State University, Chico

HAMILTON, BRYON (2016) *Kinesiology/Head Track and Field Coach/Assistant Football Coach*; B.A., Long Beach State University, M.A., Concordia University

HAMILTON SLANE, SANDRA (2007) *Dean of Student Services*; B.A., Wheaton College, MSW, University of Illinois

HANNAFORD, MORGAN (1998) *Biology*; B.A., Sonoma State University; Ph.D., University of California, Berkeley

HARDIN, RON (2017) *Welding*; B.S., California State University, Chico; M.S., California Polytechnic State University

HARL, AUDRA (2019) *Agriculture*; B.S., California State University, Chico; M.S., Kansas State University

HENDERSHOT, CHELSEA (2020) *Business*; B.S., University of Oregon; M.A., Western Governors University

HENDERSHOT, DHABIH (2014) *Computer Information Systems*; B.S., Capella University

HENDERSON, AMANDA (2015) *Counselor*; B.S., Arizona State University; M.Ed., Northern Arizona University

HENDERSON, KAREN (2000) *Dental Hygiene*; A.S., Sacramento City College; B.A., Simpson University

HENDRICKSON, JEFF (2017) *Computer Science/Computer Programming*; M.B.A., Corban University; M.Ed., National University

HILTON, CRYSTAL (2018) *Communication Studies*; B.A., University of La Verne; M.A., California State University, Chico

HOLLINGSWORTH, LAUREN (2006) *English*; B.A., University of California, Irvine; M.A., Ph.D., University of California, Riverside

HORTON, JACQUELYN (2019) *Communication Studies*; B.A., M.A., San Francisco State University

HUIZINGA, SUE (2017) *Director, TRIO*; B.S., University of Idaho; M.A., Boise State University

IATRIDIS, IOANNA (2019) *Dean, Economic and Workforce Development*; B.S., Valparaiso University, M.B.A., Indiana University

JIMENEZ, EVA (2007) *Business*; B.A., M.A., California State University, Sacramento

JOHNSTON, TIMOTHY (2013) *Associate Vice President of Student Services*; B.A., Loyola Marymount University, M.Ed., Ed.D., University of California, Los Angeles

KEATING, JAMES F. (1989) *Physical Education*; B.A., Jamestown College; M.Ed., University of North Dakota

KEFALAS, CHELSEA (2022) *Director of Student Services*; B.A., California State University, Chico; M.A., Southern Oregon University

KELLY, JASON (2001) *Counselor*; B.A., California State University, Sacramento; M.S., University of La Verne

KIM, STEVEN (2017) *Health Information Management*; M.P.H., Loma Linda University

KUTRAS, CHRIS (1975) *History/Political Science*; A.A., Shasta College; B.A., M.A., California State University, Chico; Ph.D., University of San Francisco

LACY, DONAVAN (2019) *Director, Fire Technology & EMS Programs*; A.S., Shasta College; Fire Officer and Chief Officer Certifications, State of California

LARSON, JAIME (1996) *Mathematics*; A.A., Porterville College; B.A., California State University, Chico; M.A., California State University, Fresno

LEACH, KATHRYN (2022) *Librarian*; B.A., California State University, Chico; M.A., San Jose State University

LESICKO, DESIREE (2018) *Career and Life Success*; B.A., Concordia University Irvine; M.A., California Baptist University

LINDBLOM, JONAS (2022) *Logging and Heavy Equipment Operations*; B.A., California State University, Chico

MA, JUN (2019) *Mathematics*; B.S., Xian Jiantong University; M.S., Ph.D., University of Minnesota

MAHAR, KATHLEEN (2014) *Dean, Innovation and Strategic Initiatives*; B.A., Rollins College; M.A., State University of New York and New Palz; Ed.D., University of Southern California

MARI, MIKE (2014) *Dean of Development, Athletics, Physical Education, and Safety*; B.S. Humboldt State University; M.A., University of Phoenix

MARKEE, MELISSA (2016) *Natural Resources*; B.S., M.S., University of Nevada, Reno

MARLATT, MELINDA (2015) *Counselor*; B.A., California State University, Chico; M.S., National University

MARTIN, THOMAS (2002) *CIS/Business*; B.S., M.S., Utah State University; Ph.D., University of La Verne

MARTINEZ, MARCEE (2018) *Physical Therapist Assistant*; B.A., Sonoma State University; M.P.T., Samuel Merritt College

McCANDLESS, JENNIFER (1998) *Mathematics*; B.A., California State University, Sacramento; M.S., Oregon State University

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Shasta College Emeritus Association

For more information on the Emeritus Association, please visit our website at www.shastacollege.edu/emergitus/

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Emeritus Administration continued on next page...

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Chapter 10: Glossary of College Terms

AA, Associate in Arts Degree: Liberal arts degree, designed to be completed in two years, for students who plan to transfer to a four-year college or university.

ADT, AA-T, and AS-T Degrees: Associate degrees, designed to be completed in two years, for students transferring to the CSU system.

AS, Associate in Science Degree: Degree in a technical or occupational program, designed to be completed in two years, possibly for transfer to a four-year college or university.

Academic Renewal: A means whereby a student may petition to have previous college work (grades and credits) excluded from current grade point average, if that work is more than two years old and is not reflective of the student's present level of ability or performance.

Academic Year: The regular terms of instruction not including summer session. Fall and Spring Semesters.

Accreditation: The review of the quality of higher education institutions and programs by an association composed of institutional representatives. The Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC) accredits California's community colleges.

Articulation: The process of developing a formal, written agreement that identifies courses (or sequences of courses) on a "sending" campus that are comparable to, or acceptable in lieu of, specific course requirements at a "receiving" campus.

Advisory on recommended preparation: A condition of enrollment that a student is advised, but not required, to meet before or in conjunction with enrollment in a course or educational program.

Baccalaureate: Refers to the baccalaureate or bachelor's degree usually achieved after four years of undergraduate college study. Shasta College offers the first two years of baccalaureate work in many fields of study, as well as one baccalaureate-level degree in Health Information Management.

Basic Skills: Courses in reading, writing, computation, and English as a Second Language that prepare students for college-level work. Also called foundational skills, remedial coursework, or developmental courses.

CalWORKs: California Work Opportunity and Responsibility to Kids. CalWORKs is a public assistance program that provides cash aid and services to eligible families that have a child(ren) in the home.

CARE: Cooperative Agencies Resources for Education. A supplemental component of EOPS providing educational support services for the academically under-prepared, low income, single parent population.

Catalog Rights: Catalog rights are a specific set of requirements established in a catalog for a specific year that a student must satisfy in order to qualify for a degree or certificate. A student may choose to qualify for graduation under the requirements in effect at the time they began attending Shasta College or under the requirements for any subsequent catalog year that they have rights to.

CCPG: California College Promise Grant. A state-funded program that waives enrollment fees for California residents.

CCCApply: A California Community Colleges website (www.cccapply.org) that supports a common online admissions application accepted by most colleges in the system. It also provides information about campus programs and services and is the primary student portal to the system for those who do not enter through a specific college.

Certificate of Achievement: Indicates completion of a specific occupational program of study and training.

Class Load: The number of class units a student takes in any given term. A full-time class load is twelve or more units. A standard class load is fifteen units.

Clear Standing: Indicates that a student's grade point average in the previous semester and cumulative grade point average are C (2.0) or better.

Competitive Cal Grant: A limited number of Cal Grants to help pay college expenses, available on a competitive basis to students who are not recent high school graduates or otherwise don't qualify for an Entitlement Cal Grant.

Concurrent Student: A high school student enrolled in online or in-person Shasta College course(s) for college credit prior to high school graduation.

Continuing Student: A student who was enrolled at Shasta College during the most recent previous semester.

Corequisite: A condition of enrollment consisting of a course that a student is required to simultaneously take in order to enroll in another course.

Credit: A completed and passed unit of study recorded on the student's official college record.

CSU: California State University System. Of the twenty-three state universities, the two closest to Shasta College are CSU Chico and CSU Humboldt.

CSU General Education Certification: Transfer courses certified by Shasta College for meeting General education requirements at the California State Universities.

Curriculum: (plural, curricula) Often called "discipline." All the courses of study offered by Shasta College. May also refer to a particular course of study (major) and the courses in that area.

Dismissal: A status caused by low academic or progress performance. The dismissed student may not continue at Shasta College without approval for readmission. See catalog section on Academic Regulations.

Distance Education: Classes and other educational services offered via the Internet, or other technological means of teaching at a distance. Distance Education may be either synchronous or asynchronous.

District: The area served by Shasta College is the Shasta-Tehama-Trinity Joint Community College District. The District is the governing entity of the College.

Drop/Add: Revision of program of courses when a student wants to drop, change, or add a course.

Dual Enrollment: High school students taking Shasta College college coursework for both high school and college credit, during the high school day, on the high school campus, taught by a qualified high school instructor.

Ed Code: Education Code. The body of California law governing elementary, secondary, and postsecondary education in California. Implementing regulations are contained in Title 5 of the California Administrative Code.

Elective: Any course not required for a major field or General education requirements.

Enrollment: Official recorded placement of a student in a class.

Entitlement Cal Grant: A grant to help pay educational expenses available to all California resident high school graduates who apply in their senior year and meet income and GPA requirements.

EOPS: Extended Opportunity Programs and Services. Special support services, financial assistance, and educational programs that assist students who have experienced economic and educational disadvantages.

FAFSA: Free Application for Federal Student Aid. The uniform application for federal, Cal Grant, and campus-based financial aid.

Full-time Student: A student taking twelve or more class units in a regular semester.

General Education: A required pattern of courses covering a breadth of subjects thought to be useful for all college students regardless of major. There are three main General Education patterns: one for local Associate degrees, one for students intending to transfer to a CSU, and IGETC, which is transferable to both the UC and CSU systems.

G.P.A.: Grade Point Average. The G.P.A. is compounded based on points for each grade received. Per unit an "A" grade is worth 4 points, a "B" worth 3, a "C" worth 2, a "D" worth 1, and an "F" worth 0. The total number of points accumulated is divided by the number of course units taken for a letter grade. Credit (CR), No Credit (NC), or Incomplete (I) grades are not computed in the grade-point average. Current G.P.A. is for the most recent semester. Cumulative G.P.A. is for all College work to date.

IGETC: Intersegmental General Education Transfer Curriculum. A pattern of General Education courses which is transferable to both the UC and CSU systems.

Independent Study: Independent study provides a forum for advanced work in a given field of study.

Institutional Student Learning Outcomes (ISLOs): Outcomes identified by Shasta College to support student success.

Major: Area or field of concentration for occupational certificate or associate degree.

Matriculation/Student Success and Support Program: Matriculation is a process which brings Shasta College into an agreement with a student for the purpose of realizing that student's educational objectives. The process includes Application, Records, Assessment Testing, Counseling, and Orientation.

Nonresident: A person who has not lived continuously in California for one full year prior to enrollment.

PACE: Partners in Access to College Education. Program providing both physical and educational accommodations to eligible students with disabilities.

Part-time Student: Any student enrolled in fewer than 12 units of course work in a regular semester.

Pell Grant: A federal financial aid grant available to qualified students who are enrolled in six or more units.

Petition: A request, usually written on a standard form, to adjust a study list or curriculum to fit an individual situation and/or request exception to a policy or regulation.

PLO: Program Learning Outcome. A statement about the knowledge, skills, attitudes, and abilities a student is expected to have upon successful completion of a program of study.

PTK: Phi Theta Kappa. The honors society for community college students.

Prerequisite: A condition for enrollment in a course or a major. Prerequisites for courses usually consist of a previous course or courses in a related subject and/or the instructor's permission. Prerequisites are described in the Catalog course descriptions and indicated in the schedule of classes with an asterisk "*" following the course number.

Probation: An indication that performance is below standard because of academic or progress deficiencies; a trial period in which a student is permitted to redeem failing grades or deficient units.

Registration: The process of providing required information and enrolling in classes each semester.

Resident: A person who has resided in California for one full year prior to enrollment and who meets other residency requirements.

Returning Student: A student who has previously attended Shasta College but did not enroll during the most recent previous term.

Scholarship: An amount of money awarded by a school, individual, or organization (on the basis of financial need, academic merit, or other criteria) in order to help pay for a student's education.

SCI*FI: Shasta College Inspiring and Fostering Independence is an educational support program for students who are current or former foster youth.

Semester: A subdivision of the academic year into two semesters, usually Fall and Spring, each lasting approximately eighteen weeks. To convert semester units to quarter units, multiply by 3/2. To convert quarter units to semester units multiply by 2/3.

Shasta CARES: Campus Advocacy, Resources & Education for Safety. Shasta CARES works side-by-side with the Shasta College community to provide advocacy, support, and education to reduce sexual assault, domestic violence, dating violence, and stalking.

SLO: Course-Level Student Learning Outcome. A statement about the knowledge, skills, attitudes, and abilities a student is expected to have upon successful completion of a course.

Student Educational Plan: A process that helps the student select a specific educational goal, describes the responsibilities of the student in reaching that goal, and states in written form the courses, programs and services required to achieve that goal. Required for financial aid and veteran students.

Student Learning Assessment: Ongoing processes developed by faculty to assess student learning to ensure that students are attaining knowledge and skills.

Student Senate (SCSS): All Shasta College students are members of the Student Senate and are represented by an elected and appointed student government called the Student Senate.

TBA: To Be Announced or Arranged is noted in the Schedule of Classes when the instructor, room, or time of a course was not known at the time of schedule printing. If the class has no specified hours, the student should contact the instructor to arrange the hours.

Title 5: The portion of the California Code of Regulations containing regulations adopted by the Board of Governors which are applicable to community college districts.

Transcript: Official copy of a student's academic record (courses and grades).

TRIO Programs: A series of federal outreach and student services programs in the United States designed to identify and provide services for individuals from disadvantaged backgrounds.

Unit: Courses are assigned a unit value based on one unit of credit for every hour of lecture or 3 hours of laboratory time per week by the student. A student's progress in the college is determined in part by the number of units completed.

UC: University of California. Of the ten universities, the closest to Shasta College is UC Davis.

University Center: A partnership between Shasta College and several regional universities to bring four-year Bachelor's degree programs to our District.

Work Study: Usually refers to "College Work Study," a program of federal aid that provides funds for student jobs on campus.

Worksite Learning: A program of college credit for work experience combined with college study.

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Shasta College

11555 Old Oregon Trail
Redding, California 96049-6006

911 Emergencies Only (on campus)
(530) **242-7500** College Operator
(530) **242-7910** Campus Security

- Campus Security Phone
- 911 Phone Location
- AED Location
- Map Location
- Parking Pay Station
- Accessible Parking

Fire Regional Training Area

Shasta College North Entrance

www.SHASTACollege.edu



Collyer Drive

Shasta College Main Entrance



Please contact Human Resources with any accessibility issues

Dormitories

- 3000** Dorm Commons
- 3100** Women's Dormitory: Tehama
- 3300** Men's Dormitory: Trinity
- 4900** Farm Dorm

Facilities

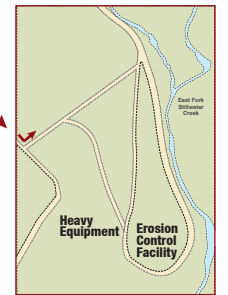
- 1750** Athletic Fieldhouse
- 2900** Transportation; Maintenance
- 2950** Physical Plant; Warehouse; Print Serv.
- 3400** Shasta County Office of Education
- 3500** Headstart
- 5000** Bond; Shasta CARES; Fire Academy
- 6500** Parking; Campus Safety

Student Services

- 100** Administration; Admissions & Records; Career/Transfer; Fin. Aid; Counseling; Human Resources; Foundation
- 700** The Tutoring & Learning Center
- 1500** Veterans Center
- 1900** Gymnasium
- 2000** Student Center; Cafeteria; EOPS; PACE; TRIO; Bistro; Student Health
- 2300** Bookstore; The Hub (Std. Serv.); Student Senate

Accessible parking

Road To Heavy Equipment & Erosion Control Facility



Instructional Buildings

- 300** Arts; Art Gallery
- 400** Humanities Lecture Hall
- 500** Theatre
- 600** Music
- 800** Social Science
- 900** Instructional Offices
- 1000** BACTE Div. Office
- 1100** Mathematics; Engineering
- 1200** Natural Resources; Heavy Resources
- 1300** Electronics; Administration of Justice
- 1400** Physical Science
- 1600** Life Science
- 1800** Physical Education
- 2100** EWD, Research; Classrooms;
- 2200** Assessment; Under Construction
- 2400** Automotive Shop
- 2500** Diesel, Welding, Auto, Machine Shop
- 2600** Welding
- 2700** Machining
- 2800** CDF Fire Station; Fire Technology; STEP-UP
- 3200** ECE Center

Accessible parking



Shasta-Tehama-Trinity Joint
Community College District

11555 Old Oregon Trail
P.O. Box 496006
Redding, CA 96049-6006



Main Campus
Redding



Trinity Campus
Weaverville



Tehama Campus
Red Bluff



Intermountain Campus
Burney



Downtown Campus
Downtown Redding

...and online!

Shasta College Offers:

- Bachelor of Science Degree in Health Information Management
- Associate Degrees for Transfer
- Associate of Arts Degrees
- Associate of Science Degrees
- Certificates
- Special Interest Classes

Accredited by the Commission for Community and Junior Colleges
of the Western Association of Schools and Colleges (WASC).

