

Management

Program Description

This program is designed to emphasize training to improve thought processes and to provide familiarity with the analytical tools of management, sound decision-making, and how to get things done through and with people. Also, this option is designed for initial employment upon graduation and for job advancement opportunities.

Certificate of Achievement and Associate in Science Degree

A Certificate of Achievement can be obtained by completing the 21-unit major listed below. The Associate in Science Degree can be obtained by completing a total of 60 units, including the major, the supporting courses and the general education requirements. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete the Certificate of Achievement/Associate Degree will be able to:

1. Demonstrate oral and written skills unique in the business community.
2. Apply leadership, ethical standards, and team building skills necessary for managerial positions in the 21st century.
3. Conduct a personal SWOT analysis for a future small business venture.
4. Design a comprehensive business plan for a future small business venture.
5. Demonstrate the ability to use technology in analyzing and solving business problems.
6. Use basic computation skills to analyze and solve business problems requiring the use of mathematics.

Required Courses	Units
BUS 005 Introduction to Business	3
MGMT 050 Principles of Management	3
MGMT 055 Management/Leadership Skills	3
MGMT 191 Human Relations.....	3
<i>or</i>	
MGMT 193 Human Resource Management.....	3
BUS 092 Business Communication	3
CIS 050 Microcomputer Applications	3
BUS 181 Business Mathematics	3
Total Units	21

Supporting Courses (for the A.S.)*	Units
ECON 001 Principles of Economics (Macroeconomics) . . .	3
<i>or</i>	
ECON 002 Principles of Economics (Microeconomics) . .	3
ACCT 001 Principles of Accounting - Financial.	4
<i>or</i>	
ACCT 002 Principles of Accounting - Managerial.	4
BUS 018 Legal Environment of Business	3
*Required for the A.S. degree	
Total Units	10

Recommended Electives

OCED 090 Occupational Work Experience

Management

Small Business Management

Program Description

This program is designed for those planning to start their own business, buy an existing business, buy a franchise, or who already own their own business. This option emphasizes learning the concepts and practical skills necessary to be a successful, professional entrepreneur. Specifically designed for working adults, the courses emphasize a systematic approach to business which focuses on the integration of theoretical and practical skills.

Certificate of Achievement and Associate in Science Degree

A Certificate of Achievement can be obtained by completing the 28-unit major listed below. The Associate in Science Degree can be obtained by completing a total of 60 units, including the major, general education requirements, and electives. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete the Certificate of Achievement/Associate Degree will be able to:

1. Demonstrate oral and written skills unique in the business community.
2. Apply leadership, ethical standards, and team building skills necessary for managerial positions in the 21st century.
3. Conduct a personal SWOT analysis for a future small business venture.
4. Design a comprehensive business plan for a future small business venture.
5. Demonstrate the ability to use technology in analyzing and solving business problems.
6. Use basic computation skills to analyze and solve business problems requiring the use of mathematics.

Required Courses Units

Recommended sequence

MGMT 184 Small Business Management and Planning.	3
MGMT 186 Small Business Marketing	3
MGMT 188 Computers in Small Business	3
BUS 005 Introduction to Business	3
BUS 018 Legal Environment of Business	3
BUS 181 Business Mathematics	3
BUS 182 Small Business Mathematics 1	
BUS 092 Business Communication	3
Electives selected from list of Recommended Electives	6
Total Units	28

Recommended Electives

ACCT 001 Principles of Accounting - Financial
ACCT 002 Principles of Accounting - Managerial
ACCT 180 Introduction to Accounting
BUS 060 Introduction to International Business
ECON 001 Principles of Economics (Macroeconomics)
ECON 002 Principles of Economics (Microeconomics)
MGMT 055 Management/Leadership Skills
MGMT 191 Human Relations
MKT 173 Principles of Selling
MKT 174 Retail Merchandising
OCED 090 Occupational Work Experience
OCED 091 General Work Experience
OT 054 Beginning Keyboarding
OT 055 Intermediate Keyboarding/Word Processing

Management

Retail Management

Program Description

Designed to serve the needs of the employees and employers within the retail industry. The program provides the knowledge and skills needed to prepare students for both entry level jobs and upward mobility opportunities in this dynamic and ever changing segment of our economy. Program emphasis is placed on professional and career development

Certificate of Achievement and Associate in Science Degree

A Certificate of Achievement in Retail Management can be obtained by completing the 30-31 unit major listed below. The Associate in Science Degree can be obtained by completing a total of 60 units, including the major, general education requirements, and electives. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete the Certificate of Achievement/Associate Degree will be able to:

1. Demonstrate oral and written skills unique in the business community.
2. Apply leadership, ethical standards, and team building skills necessary for managerial positions in the 21st century.
3. Conduct a personal SWOT analysis for a future small business venture.
4. Design a comprehensive business plan for a future small business venture.
5. Demonstrate the ability to use technology in analyzing and solving business problems.
6. Use basic computation skills to analyze and solve business problems requiring the use of mathematics.

Required Courses Units

Recommended sequence	
BUS 092 Business Communication	3
BUS 181 Business Mathematics	3
CIS 050 Microcomputer Applications	3
MGMT 050 Principles of Management	3
ACCT 180 Introduction to Accounting	3
or	
ACCT 001 Principles of Accounting - Financial.	4
MKT 171 Introduction to Marketing	3
MKT 174 Retail Merchandising	3
MGMT 191 Human Relations	3
MGMT 055 Management/Leadership Skills	3
MGMT 193 Human Resource Management.	3
Total Units	30 – 31

Recommended Electives

- BUS 182 Small Business Mathematics
- OCED 090 Occupational Work Experience
- OCED 091 General Work Experience

NOTE: This program is approved by the Western Association of food chains for awarding of the industry WAFC Certificate.

Management

- MGMT 050** **3.0 Units**
Principles Of Management
Course Advisories: Eligibility for ENGL 001; SCC minimum math standard. An introduction and comprehensive survey of the theory and practices relevant to the management principles of: planning, organizing, staffing, directing and controlling. The course explores the nature and role of management/supervision in a contemporary environment focusing on the strategic planning, decision-making and problem-solving processes that affect organizational effectiveness and efficiency. Includes quantitative and qualitative methodology used in systems and contingency approach to management. *Three hours lecture.*
- MGMT 055** **3.0 Units**
Principles of Management/Leadership Skills
Course Advisory: Eligibility to enroll in ENGL 001. A comprehensive development, analysis, and application of fundamental skills needed for the successful practice of supervision/leadership. This course addresses the quality principles of leadership applied to work processes, decision making and problem solving, communication, stress and time management, and delegating/facilitating in a team environment. The focus of the course is on job-relevant skills. Class exercises are employed to teach the various skills. *Three hours lecture.*
- MGMT 184** **3.0 Units**
Small Business Management And Planning
Course Advisory: Eligibility to enroll in ENGL 001. Introduction to the principles of management and planning and how they apply to any small business. Principles discussed include the development of a business strategy, how to finance a small business, financial management, risk management and insurance, developing a business plan, budgeting, credit and collections, recruiting and selecting staff, employee relations, business expansion, buying a business, franchising, and the role of small business in the community and the economy. All students will prepare a business plan. *Three hours lecture.*
- MGMT 186** **3.0 Units**
Small Business Marketing
Course Advisories: SCC minimum English and math standards. Students will learn how to apply the principles of marketing to any small business, enabling the business to attract and keep customers and increase sales. This course is intended to familiarize students with the major elements of marketing, including market research, test marketing, developing a marketing strategy and implementing that strategy by means of advertising, sales, direct mail, telemarketing, public relations, publicity, customer relations, etc. *Three hours lecture.*
- MGMT 188** **3.0 Units**
Computers In Small Business
Course Advisories: SCC minimum English and math standards. Students will learn the five most common applications of computers to small business situations: document, form, and correspondence preparation; accounting/financial statements/budgeting; tracking of customers and prospective customers in sales and marketing; graphic design of flyers, brochures, advertisements, etc. This course does not cover programming and systems analysis. *Three hours lecture, one hour lab.*
- MGMT 191** **3.0 Units**
Human Relations
Course Advisories: SCC minimum English and math standards. A comprehensive study and analysis of the concepts and skills associated with human behavior and relationships. The course stresses effective supervision and leadership practices as applied to human interaction. *Three hours lecture.*
- MGMT 193** **3.0 Units**
Human Resource Management
Course Advisories: SCC minimum English and math standards. Human resource administration of public and private organizations including personnel and administrative practices. The student will examine the evolution of unions including the various labor relations acts, collective bargaining processes, grievance procedures, and arbitration. Supervisor's and the steward's roles are emphasized for effectively maintaining negotiated contracts. The course focuses on actual personnel problems, principles and methods involved in recruitment, selecting and placement of employees with regard to affirmative action programs, training, experience and aptitude. *Three hours lecture.*
- MGMT 194** **3.0 Units**
Personal Finance
Course Advisories: SCC minimum English and math standards. Study of the everyday problems associated with allocating personal income and the management of personal finance. Emphasizes financial principles associated with planning, decision-making, and budgeting. The course explores the financial concerns of individuals in an economic environment. Topics include financial planning, credit, investments, taxes, risk management, and other current financial issues. *Three hours lecture.*
- MGMT Special Topics**
These courses, numbered 048, 098, or 148 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.

Marketing

Program Description

Marketing involves a variety of activities including selection of target customer, product development, promotion, pricing and distribution. It applies equally to services, ideas, non-profit organizations, and the individual.

Certificate of Achievement and Associate in Science Degree

A Certificate of Achievement can be obtained by completing the 30-unit major below. The Associate in Science Degree can be obtained by completing a total of 60 units, including the major, general education requirements, and electives. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete the Certificate of Achievement/Associate Degree will be able to:

1. Apply marketing research principles to a company's product or service.
2. Apply advertising principles to promote a firm's image and product/service offering.
3. Develop a marketing plan for a business using the fundamental elements of the marketing mix.

Required Courses Units

BUS 005 Introduction to Business	3
BUS 018 Legal Environment of Business	3
BUS 181 Business Mathematics	3
CIS 050 Microcomputer Applications	3
<i>or</i>	
CIS 001 Introduction to Computer Science.	3
ECON 002 Principles of Economics (Microeconomics) . .	3
MGMT 050 Principles of Management	3
<i>or</i>	
MGMT 191 Human Relations.	3
MKT 171 Introduction to Marketing	3
MKT 172 Market Management and Planning	3
MKT 173 Principles of Selling.	3
MKT 174 Retail Merchandising	3
Total Units	30

Recommended Electives

ACCT 001 Principles of Accounting - Financial
ACCT 180 Introduction to Accounting
BUS 060 Introduction to International Business
BUS 092 Business Communication
CIS 060 Introduction to the Internet
ECON 001 Principles of Economics (Macroeconomics)
MGMT 050 * Principles of Management
MGMT 191 * Human Relations
MKT 170 Advertising
OCED 090 Occupational Work Experience
*If not taken as part of major

MKT 170 **3.0 Units**
Advertising
Course Advisories: SCC minimum English and math standards. A comprehensive study of the principles of advertising as applied to the marketing process. *Three hours lecture.*

MKT 171 **3.0 Units**
Introduction To Marketing
Course Advisories: SCC minimum English and math standards. A comprehensive study and analysis of initiating the marketing process (for both profit and non-profit organizations) with special emphasis on understanding the consumer and detailed studies of demographics and target marketing. Includes the role of marketing research, the process of defining a marketing problem and then systematically collecting and analyzing information to recommend actions to improve an organization's marketing activities. *Three hours lecture.*

MKT 172 **3.0 Units**
Marketing Management And Planning
Course Advisories: SCC minimum English and math standards. Covers marketing methodology related to all channels of distribution including pricing strategies, new product/services, and the development and evaluation of breakthrough opportunities. Practical applications in dealing with government regulations and the career field of sales, promotion/advertising. *Three hours lecture.*

MKT 173 **3.0 Units**
Principles Of Selling
Course Advisories: SCC minimum English and math standards. The application of traditional selling skills including the approach, demonstrating the product, answering the customer's objections, and closing the sale to the customer's satisfaction. *Three hours lecture.*

MKT 174 **3.0 Units**
Retail Merchandising
Course Advisories: SCC minimum English and math standards. A comprehensive study of the principles and practices of merchandising management of product/services, with emphasis on store location analysis, layout, customer services, buying, sales promotion, consumer credit, and understanding consumer needs and wants. Course includes practical applications related to start-up of a new business and legal constraints of organizing, selling, advertising, consumer relations and personnel practices. *Three hours lecture.*

Mathematics

Program Description

Successful completion of this major will assure competence in mathematics through differential and integral calculus, providing an adequate background for employment in many technological and scientific areas as well as providing a firm foundation for students planning advanced study.

Associate in Arts Degree

An Associate in Arts Degree can be obtained upon completion of 60 units, including the 18-19 unit major listed below, general education requirements, and electives. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. Effectively communicate solution(s).
2. Solve a problem applying appropriate math concepts and ideas.

Required Courses	Units
MATH 020 Analytic Geometry and Calculus I	4
MATH 021 Analytic Geometry and Calculus II	4
MATH 022 Analytic Geometry and Calculus III	4
MATH 023 Differential Equations	3
<i>or</i>	
MATH 011 Elementary Statistics	4
<i>or</i>	
MATH 012 Mathematical Ideas	3
MATH 040 Introduction to Linear Algebra	3
Total Units	18-19

Mathematics

Associate in Science in Mathematics for Transfer

Program Description

Successful completion of this major will assure competence in mathematics through differential and integral calculus, providing an adequate background for employment in many technological and scientific areas as well as providing a firm foundation for students planning to pursue a baccalaureate degree in mathematics.

Associate in Science in Mathematics for Transfer

The Associate in Science for Transfer is especially appropriate for students who plan to complete a bachelor's degree in Mathematics at a CSU campus. Students completing an AS-T degree are guaranteed admission to the CSU system, but not to a particular campus or major. Students transferring to a CSU campus that does accept the AS-T will be required to complete no more than 60 units after transfer to earn a bachelor's degree. This degree also prepares students for mathematics degree programs at other four-year institutions, but does not come with the same guarantees. In all cases, students should consult with a counselor for more information on university admission and transfer requirements.

To earn this AS-T degree, students must:

1. complete the following major requirements with grades of C or better;
2. complete a minimum of 60 CSU-transferable semester units with a minimum grade point average of 2.0
3. complete either the California State University General Education Breadth pattern (CSU GE), which requires 39 units, or the Intersegmental General Education Transfer Curriculum (IGETC), which requires 34-39 units. Students are not required to complete Solano's Cross-Cultural Studies requirement.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. Solve a problem applying appropriate math concepts and ideas.
2. Effectively communicate solution(s). These will be assessed using techniques employed by individual instructors in the capstone courses of MATH 022 and MATH 040.

Required Courses	Units
MATH 020 Analytic Geometry and Calculus I	5
MATH 021 Analytic Geometry and Calculus II	5
MATH 022 Analytic Geometry and Calculus III	4
MATH 040 Introduction to Linear Algebra	3
MATH 023 Differential Equations	4
<i>or</i>	
MATH 011 Elementary Statistics	4
Total Units	21

Mathematics

- MATH 002** 3.0 Units
Algebra For Calculus (College Algebra)
Prerequisite: A grade of "C" or better in MATH 104. Course Advisory: SCC minimum English standard. Designed to develop the skills and introduce the concepts necessary for further study in mathematics, and facilitate the application of those skills and concepts to other fields. Included is a review of elementary set algebra; the algebra of functions; the real and complex numbers as a field; algebraic, exponential, and logarithmic functions; equations and inequalities of these functions; solution of linear systems, matrix algebra, and introduction to sequences and series. *Three hours lecture, one hour lab.*
- MATH 004** 5.0 Units
Pre-Calculus Mathematics
Prerequisites: A grade of "C" or better in MATH 103 and 104. NOTE: Not open to students who have completed MATH 051 or MATH 002 with a grade of 'C' or better. Course Advisory: SCC minimum English standard. A comprehensive study of the mathematics that is prerequisite to the calculus sequence. Topics included are the elementary functions and their graphs, methods of solving equations and systems of equations, applied problems that are relevant to calculus, analytic geometry and mathematical induction. *Five hours lecture, one hour lab.*
- MATH 011** 4.0 Units
Elementary Statistics
Prerequisite: A grade of "C" or better in MATH 104. Course Advisory: Eligibility for ENGL 001. An introduction to elementary probability and statistics including the basic rules of probability, probability distributions, descriptive statistics, hypothesis testing, estimation, correlation and regression analysis. *Four hours lecture, one hour lab.*
- MATH 012** 3.0 Units
Mathematical Ideas
Prerequisite: A grade of "C" or better in MATH 104. Course Advisory: SCC minimum English standard. An introduction to the diversity of mathematics through the examination of ideas from logic, sets, the numeration systems, and other topics from contemporary mathematics. The emphasis is on problem solving. *Three hours lecture.*
- MATH 018** 2.0 Units
Exploring Math and Science Teaching
Prerequisite: Math 104 with a grade of "C" or better. Course Advisory: SCC minimum English standard. This course is an education-based field experience in mathematics and science. Weekly seminars will explore how children learn and develop understanding in math and science. Students will be assigned to area schools to assist in the classroom and work in structured one-on-one or group settings for a minimum of two hours per week. Repeatability: Repeatable 1 time. *Two lecture hours.*
- MATH 020** 5.0 Units
Analytic Geometry And Calculus I
Prerequisites: Grades of "C" or better in MATH 002 and 051, or MATH 004. Course Advisory: SCC minimum English standard. MATH 020, the first of the three-semester sequence in Analytic Geometry and Calculus for students majoring in mathematics, engineering, and most physical sciences, is the study of the differential and integral calculus of functions of one variable. Topics covered are limits, continuity, differentiation of algebraic and transcendental functions, applications of the derivative, definite and indefinite integrals, fundamental theorem of calculus, and applications of the definite integral. *Five hours lecture, one hour lab.*
- MATH 021** 5.0 Units
Analytic Geometry And Calculus II
Prerequisites: A grade of "C" or better in MATH 020. Course Advisory: SCC minimum English standard. Math 021, the second of the three-semester sequence in Analytic Geometry and Calculus for students majoring in mathematics, engineering, and most physical sciences, continues the study of the differential and integral calculus of functions of one variable. Topics included are introduction to differential equations, computing area and volume, applications and techniques of integration, polar coordinates, infinite series, improper integrals, and L'Hopital's Rule. *Five hours lecture, one hour lab.*
- MATH 022** 4.0 Units
Analytic Geometry And Calculus III
Prerequisites: A grade of "C" or better in MATH 021. Course Advisory: SCC minimum English standard. Math 022, the third of the three-semester sequence in Analytic Geometry and Calculus for students majoring in mathematics, engineering, and most physical sciences, is a study of three-dimensional analytic geometry, vectors and vector-valued functions, functions of several variables, the calculus of these functions, and vector analysis including Green's and Stokes' theorems. *Four hours lecture, one hour lab.*
- MATH 023** 4.0 Units
Differential Equations
Prerequisite: A grade of "C" or better in MATH 021. Course Advisory: SCC minimum English standard. This course covers ordinary differential equations emphasizing linear differential equations and systems with applications to engineering, physics, and chemistry. Included are Laplace transforms and power series methods of solution. *Four hours lecture.*
-

Mathematics

MATH 030 3.0 Units Analytic Geometry And Calculus

Prerequisites: A grade of "C" or better in MATH 104. *NOTE:* Not open to students who have completed MATH 020 with a grade of 'C' or better. *Course Advisory:* SCC minimum English standard. MATH 030 and 031 is a two-semester sequence in analytic geometry and calculus for students majoring in business, biological, and social sciences. This is not the calculus course for students majoring in mathematics, engineering or the physical sciences. MATH 030 covers differential and integral calculus of a single variable. Topics include limits, continuity, derivatives of algebraic and transcendental functions and their applications, integrals and their applications, and plane analytic geometry. *Three hours lecture, one hour lab.*

MATH 031 3.0 Units Analytic Geometry And Calculus

Prerequisites: MATH 030 with a grade of "C" or better. *Course Advisory:* SCC minimum English standard. A continuation of the calculus of functions of one variable (MATH 030). Topics included are the fundamental theorem of calculus, techniques of integration, numerical methods of integration, functions of several variables, elementary differential equations, and infinite series. *Three hours lecture, one hour lab.*

MATH 040 3.0 Units Introduction To Linear Algebra

Prerequisites: A grade of "C" or better in MATH 020 or 030. *NOTE:* A relatively high degree of mathematical maturity is required for this course. *Course Advisory:* SCC minimum English standard and MATH 021. An introduction to linear algebra, with a focus on finite dimensional real vector spaces. Topics include systems of linear equations and matrices, linear transformations, general vector spaces, eigenvectors and eigenvalues and associated eigenspaces, inner products and orthogonality. *Three hours lecture, one hour lab.*

MATH 051 3.0 Units Trigonometry

Prerequisites: A grade of "C" or better in MATH 103 and 104. *Course Advisory:* SCC minimum English standard. Presents the essentials of plane trigonometry to prepare students for subsequent studies in physics, calculus or related technical programs. Topics include definitions of the trigonometric functions and inverse trigonometric functions, solutions of triangles and applied problems, graphs, trigonometric identities and equations, and the trigonometric form of complex numbers. *Three hours lecture, one hour lab.*

MATH 098 Special Topics

These courses, numbered 048, 098, 148 or 198 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.

MATH 103 3.0 Units Plane Geometry

Prerequisite: A grade of "C" or better in MATH 330 or MATH 330B. *Course Advisory:* SCC minimum English standard. The study of Euclidean (plane) geometry through conjecture, proof, and problem solving. Topics include the mathematical relationships of angles, parallels, triangles, quadrilaterals, circles, and solids. Additionally, coordinate geometry transformations are covered. *Three hours lecture, one hour lab.*

MATH 104 5.0 Units Intermediate Algebra

Prerequisites: A grade of "C" or better in MATH 330 or MATH 330B. *Course Advisory:* SCC minimum English standard. An extension of the fundamental algebraic concepts developed in elementary algebra. Additional topics include arithmetic operations on functions; composition of functions; basic graphing techniques; absolute value, exponential, logarithmic, quadratic, linear, and polynomial functions; equations of the second degree and their graphs; complex numbers; and systems of linear equations in two and three variables. *Five hours lecture, one hour lab.*

MATH 112 3.0 Units Algebraic Reasoning

Prerequisites: MATH 330 or MATH 330B with a grade of "C" or better. *Course Advisory:* SCC minimum English standard. Students will develop their ability to solve problems with algebraic reasoning. Topics including financial math, voting methods, apportionment, and probability have been chosen for their "real-world" applicability and usefulness. Additional topics may be picked by the instructor from various fields of mathematics such as geometry, linear programming, statistics, graph theory, set theory and number theory. *Three hours lecture, one hour lab.*

MATH 114 3.0 Units Math For Health Occupations

Prerequisite: Math 330 or Math 330B with a grade of "C" or better. *Course Advisory:* SCC minimum English standard. This course is designed for A.S/A.A health occupation students to prepare them for math topics encountered in their chemistry, biology, and health occupation courses. Topics include metric system, dimensional analysis, counting techniques, linear models, exponential models, and common logarithms. *Three hours lecture.*

MATH 118 3.0 Units The Beauty of Mathematics

Prerequisites: Math 330 or Math 330B with a "C" or better, or the equivalent. *Course Advisory:* SCC minimum English standard. An introduction to the beauty of mathematics, where the emphasis is on discovery and appreciation of the ideas and their history rather than computations and algorithms. Topics include accessible concepts in geometry, the theory of numbers and analysis including the Pythagorean Theorem, Euler's formula for polyhedra, prime numbers, the irrationality of square root 2, harmonic and other series, and logarithms. *Three hours lecture.*

Mathematics

MATH 160 2.0 Units

Review of Scientific Principles of Pre-Nursing

Prerequisite: CONDITION OF ENROLLMENT: Current acceptance or on the waiting list of an RN Program. This course focuses on science and mathematics topics that are critical to success for students entering an RN program. This course provides a review of select anatomy, physiology, chemistry, nutrition, microbiology, and mathematics topics for students entering nursing school. This course is especially designed for students that have had an extended time period between finishing their pre-nursing requirements and entering nursing school. (Same as BIO 160) Pass / No Pass Class. *Eight hours lecture.* (4 week course)

MATH 310 3.0 Units

Arithmetic (Lecture)

Prerequisite: None. NOTE: Not open for credit to students who have completed MATH 304. Course Advisory: SCC minimum English standard. A course in basic mathematical computations designed to improve arithmetic skills and prepare the student for a pre-algebra level math course. Major topics include whole numbers, fractions, decimals, percents, simple geometry, measurement, and basic statistics. *Three hours lecture.*

MATH 320 4.0 Units

Pre-Algebra

Prerequisite: Grade of "C" or better in MATH 310, or 3 units of credit in MATH 304, or 3 units of BUS 181 with a grade of "C" or better. Course Advisory: SCC minimum English standard. A course in pre-algebra designed to prepare the student for transition into a beginning algebra course. Major topics include operations on integers and rational numbers, the order of operations, introduction to variables, simplifying and evaluating expressions, solving basic linear equations, proportions, percents, basic geometry, graphing, and application problems. *Four hours lecture, one hour lab.*

MATH 330 5.0 Units

Elementary Algebra

Prerequisite: A grade of "C" or better in MATH 320. Course Advisory: SCC minimum English standard. Introductory examination of the structure of the number system. Covers such topics as an introduction to set operations, the field axioms of the real numbers, and the properties of the whole number exponents. Emphasizes operations with fundamental expressions, solutions of first-degree equations, inequalities and linear systems. Introduces absolute value, radical and quadratic equations, applied problems involving first and second degree equations in one variable, point-slope and slope-intercept equations of lines and their graphs, and the concepts of relations and functions. Not open to students who have passed MATH 330A. *Five hours lecture, one hour lab.* (formerly MATH 102)

MATH 330A 3.0 Units

Elementary Algebra, Part I

Prerequisite: A grade of "C" or better in MATH 320. Course Advisory: SCC minimum English standard. Introductory examination of the structure of the number system. Covers such topics as an introduction to the concept of set operations, the field axioms of the real numbers, order of operations, properties of whole number exponents, variables, variable expressions, operations with monomials, definition of a polynomial, addition and subtraction of polynomials, linear equations, graphing linear equations, linear inequalities, and systems of linear equations, solutions of first degree equations and inequalities in one variable, and applications. A student must take MATH 330B to complete Elementary Algebra. Students who pass MATH 330A are not eligible for MATH 330. *Three hours lecture, one hour lab.* (formerly MATH 107)

MATH 330B 3.0 Units

Elementary Algebra, Part II

Prerequisite: A grade of "C" or better in MATH 330A. Course Advisory: SCC minimum English standard. Covers such topics as multiplication and division of polynomials, factoring, solving quadratic equations by factoring, operations with rational expressions, simplifying rational expressions, solutions of equations containing rational expressions, roots, radicals and the quadratic formula, and introduction to functions. Successful completion of Math 330B completes Elementary Algebra. *Three hours lecture, one hour lab.* (formerly MATH 108)

MATH Special Topics

These courses, numbered 048, 098, or 148 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.

Music

Music-Instrumental

Program Description

Students may select from three music programs—Instrumental, Theory-Composition, or Vocal. Music majors are urged to take class lessons or private instruction in their specialization each semester.

Associate in Arts Degree

The Associate in Arts Degree can be obtained by completing a total of 60 units, including the courses in the major for Instrumental, or Theory-Composition, or Vocal, the general education requirements, and elective courses. All courses for this major must be completed with grade of “C” or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. Learn and rehearse a piece utilizing various musical techniques.
2. Analyze/compose a musical exercise using a variety of technical skills.
3. Critically evaluate a musical work.

Required Courses	Units
MUSC 003 Advanced Theory	4
MUSC 004 Advanced Theory	4
MUSC 041A Music Majors Piano	1.5
MUSC 041B Music Majors Piano	1.5
MUSC 010 Concert Band	2
<i>or</i>	
MUSC 021 Chorus	2
Select One course from Selection One	1 - 1.5
Select seven units from Selection Two	7
Total Units	21 - 21.5

Selection One (Select one course)	Units
MUSC 030 Intermediate Piano Part II	1.5
MUSC 032 Class Lessons in Brass	1.5
MUSC 033 Class Lessons in Strings	1
MUSC 034 Class Lessons in Percussion	2
MUSC 037 -	1.5
MUSC 039 Class Lessons in Intermediate Guitar	1.5

Selection Two (Select 7 units)	Units
MUSC 008 Music Appreciation	3
MUSC 010 Concert Band	2
MUSC 013 Multicultural Music in America	3
MUSC 014 Jazz Ensemble	2
MUSC 016 Symphony Orchestra	0.5 - 1
MUSC 017 Chamber Orchestra	2
MUSC 018 Beginning Steel Drum Band	2
MUSC 019 Instrumental Ensemble	2
MUSC 023 Handbell Ensemble	2
MUSC 042A Jazz and Pop Piano	1.5
<i>or</i>	
MUSC 042B Jazz and Pop Piano	1.5
MUSC 055 Introduction to Jazz Improvisation	3
MUSC 056 Jazz Improvisational Ensemble	3

*MUSC 010 required first semester of enrollment

Music

Music-Theory-Composition

Program Description

Students may select from three music programs—Instrumental, Theory-Composition, or Vocal. Music majors are urged to take class lessons or private instruction in their specialization each semester.

Associate in Arts Degree

The Associate in Arts Degree can be obtained by completing a total of 60 units, including the courses in the major for Instrumental, or Theory-Composition, or Vocal, the general education requirements, and elective courses. All courses for this major must be completed with grade of “C” or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. Learn and rehearse a piece utilizing various musical techniques.
2. Analyze/compose a musical exercise using a variety of technical skills.
3. Critically evaluate a musical work.

Required Courses	Units
MUSC 003 Advanced Theory	4
MUSC 004 Advanced Theory	4
MUSC 041A Music Majors Piano	1.5
MUSC 041B Music Majors Piano	1.5
MUSC 010 Concert Band	2
<i>or</i>	
MUSC 021 Chorus	2
Select one course from Selection One	1 - 1.5
Select seven units from Selection Two	7
Total Units	21 - 21.5

Selection One (Select One Course)	Units
MUSC 030 Intermediate Piano Part II	1.5
MUSC 037 -	1.5

Selection Two (Select 7 units)	Units
MUSC 006 Composition, Arranging, Songwriting	3
MUSC 008 Music Appreciation	3
MUSC 013 Multicultural Music in America	3
MUSC 052 Sound Recording	2
MUSC 053 Advanced Sound Recording	2
MUSC 055 Introduction to Jazz Improvisation	3
MUSC 056 Jazz Improvisational Ensemble	3
MUSC 060 Computer Assisted Music Lab	1 - 3
MUSC 061 MIDI and Computer Music Sequencing and Scoring	2

***MUSC 010 is required the first semester of enrollment**

Music

Music—Vocal

Program Description

Students may select from three music programs—Instrumental, Theory-Composition, or Vocal. Music majors are urged to take class lessons or private instruction in their specialization each semester.

Associate in Arts Degree

The Associate in Arts Degree can be obtained by completing a total of 60 units, including the courses in the major for Instrumental, or Theory-Composition, or Vocal, the general education requirements, and elective courses. All courses for this major must be completed with grade of “C” or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. Learn and rehearse a piece utilizing various musical techniques.
2. Analyze/compose a musical exercise using a variety of technical skills.
3. Critically evaluate a musical work.

Required Courses Units

MUSC 003 Advanced Theory	4
MUSC 004 Advanced Theory	4
MUSC 041A Music Majors Piano	1.5
MUSC 041B Music Majors Piano	1.5
MUSC 010 Concert Band	2
<i>or</i>	
MUSC 021 Chorus	2
Select One course from Selection One	1.5
Select seven units from Selection Two	7
Total Units	21.5

Selection One (Select one course) Units

MUSC 035A Beginning Voice I	1.5
<i>or</i>	
MUSC 035B Beginning Voice II	1.5
MUSC 036A Intermediate Voice I	1.5
<i>or</i>	
MUSC 036B Intermediate Voice II	1.5

Selection Two (Select 7 units) Units

MUSC 008 Music Appreciation	3
MUSC 013 Multicultural Music in America	3
MUSC 020 Choir	2
MUSC 024 Master Works Chorale	2
MUSC 025 Chamber Choir	2
MUSC 026 Vocal Jazz Ensemble	2
MUSC 047 Choral Conducting	0
MUSC 051 Jazz and Popular Solo voice	1.5

*MUSC 010 is required the first semester of enrollment

MUSC 001 4.0 Units

Beginning Theory

Course Advisories: SCC minimum English and Math standards. Presents the basic principles of music theory including scales, intervals, modes, cadences, rhythmic and melodic construction and development, basic harmonic progressions, writing and analysis in four part texture in the Common Practice style, the principal triads in inversion, and the leading tone triad. Emphasis is on musicianship skills, including rhythmic and melodic dictation, intervals, chord progressions, sight singing, ear training. Recommended for all students interested in harmony, composition, sight reading and basic musical knowledge. Required for the music transfer student. *Four hours lecture.*

MUSC 002 4.0 Units

Beginning Theory

Prerequisite: MUSC 001 or equivalent. **Course Advisories:** SCC minimum English and Math standards. Presents further investigation into the basic principles of music theory, including supertonic, mediant, sub-mediante triads, common chord progressions, non-harmonic tones, triad usage, dominant seventh and supertonic seventh chords and elementary modulation. Development of ear training skills continues with melodic and rhythmic dictation, recognition of harmonic progressions and non-harmonic tones, and sight singing. Recommended for all students interested in harmony, composition, sight reading, ear development and a continuation of basic concepts. Required for the music transfer student. *Four hours lecture.*

Music

- MUSC 003** **4.0 Units**
Advanced Theory
Prerequisite: MUSC 002 or passage of acceptance exam.
Presents the advanced principles of music theory including modulation, binary and ternary song forms, instrumental and lyric study, secondary dominants, supertonic, mediant, submediant and diminished seventh chords and introduction to altered chords, with description of advanced diatonic tonal procedures. Continues the development of ear training skills, including recognition of two, three and four part melodic dictation, rhythmic dictation, and realization of a chord progression. Techniques are presented through written examples, score analysis, and short vocal and instrumental projects. Recommended for all occupational music students. Required for the music transfer student and major. *Four hours lecture.*
- MUSC 004** **4.0 Units**
Advanced Theory
Prerequisite: MUSC 003 or passage of acceptance examination. Course Advisories: SCC minimum English and Math standards. Presents further investigation into the advanced principles of music theory, including ninth, eleventh, and thirteenth chords, the Neopolitan sixth sonorities, the augmented sixth chords, advanced modulation, non-dominant diatonic chords, tone rows, pandiatonicism, and the study of all chromatic procedures. Continues with the development of ear training skills including all forms of melodic, rhythmic, chordal and formal dictation. Investigation of 20th Century techniques are presented through written examples, score analysis and vocal and instrumental projects. Recommended for all occupational music students; required for the music transfer student and major. *Four hours lecture.*
- MUSC 005** **3.0 Units**
Music Fundamentals
Course Advisories: SCC minimum English and math standards. A basic course including notation, rhythm, and major and minor scales, modes, sight reading, key signature, melody, and triads and ear training concepts. Traces the historical and cultural progress of music through the development of musical symbols and their application. No previous knowledge of music is required. *Three hours lecture.*
- MUSC 006** **3.0 Units**
Composition, Arranging, Songwriting
Prerequisite: MUSC 001 and 002 or equivalent experience. Course Advisories: SCC minimum English and math standards. Presents the principles of musical composition, introduction to instruments and transposition, scoring, arranging, text and lyric setting techniques, and songwriting. Popular styles of composition and songwriting as well as traditional techniques will be presented. Completed projects in the above areas will be required, along with demonstrating the practical application of skills and concepts. Repeatable 3 times. *Three hours lecture.*
- MUSC 007** **3.0 Units**
Jazz and Popular Music in America: Ragtime to Rock
Course Advisory: SCC minimum English standard. A survey of jazz and popular music in America, using an historical approach. Includes listening to and analyzing examples of jazz and popular music in relation to the social, technical and historical trends. *Three hours lecture.*
- MUSC 008** **3.0 Units**
Music Appreciation
Course Advisory: SCC minimum English standard. An introductory examination of how composers and songwriters exploit the various elements of music to heighten the expressive impact of a composition. Aspects of melody, rhythm, harmony, tone, and structure will be studied through focused listening of works from Medieval to today's avante-garde and popular styles. *Three hours lecture.*
- MUSC 009** **2.0 Units**
Wind Ensemble
Course Advisories: SCC minimum English standard; play a band instrument. This course offers the study and performance of various styles of wind ensemble literature. Wind ensemble literature, rehearsal technique, and performance practices are examined. Public performances and/or field trips are required. Repeatable 3 times. *One hour lecture, two hours lab and one hour weekly by arrangement.*
- MUSC 010** **2.0 Units**
Concert Band
Course Advisories: SCC minimum English standard; play a band instrument. This course offers the study and performance of various styles of concert band literature. Concert band literature, rehearsal technique, and performance practices are examined. Public performances and/or field trips are required. Repeatable 3 times. *One hour lecture, two hours lab and one hour weekly by arrangement.*
- MUSC 011** **2.0 Units**
Symphonic Band
Course Advisories: SCC minimum English standard; play a band instrument. This course offers the study and performance of various styles of symphonic band literature. Symphonic band literature, rehearsal technique, and performance practices are examined. Public performances and/or field trips are required. Repeatable 3 times. *One hour lecture, two hours lab and one hour weekly by arrangement.*
- MUSC 013** **3.0 Units**
Multicultural Music in America
Course Advisory: SCC minimum English standard. A survey of multicultural music in America, including listening to and analyzing examples of multicultural music in relations to social, technical, and historical trends, including the role of music in influencing American attitudes toward ethnic identity, stereotyping, and racial prejudice. This course also examines the uniquely American style resulting from the interaction among musicians of many cultural, racial, national, and ethnic backgrounds. *Three hours lecture.*
-

Music

MUSC 014 Jazz Ensemble <i>Course Advisories: SCC minimum English standard; play a jazz instrument.</i> An instrumental ensemble class analyzing and performing jazz music. This class requires public performance. Repeatable 3 times. <i>One hour lecture, two hours lab and one hour weekly by arrangement.</i>	2.0 Units	MUSC 021 Chorus Designed to train students to sight sing, note read, use proper vocal production and perform a variety of standard choral literature. Open to anyone interested in choral singing. Highly recommended for theory students, vocal and instrumental musicians. Attendance at public performances required. Repeatable 3 times. <i>One hour lecture, two hours lab and one hour weekly by arrangement.</i>	2.0 Units
MUSC 015 Stage Band <i>Course Advisories: SCC minimum English standard; play a jazz instrument.</i> An instrumental ensemble class analyzing and performing stage band music. This class requires public performance. Repeatable 3 times. <i>One hour lecture, two hours lab and one hour weekly by arrangement.</i>	2.0 Units	MUSC 023 Handbell Ensemble <i>Course Advisories: SCC minimum English and math standards.</i> Presents the study and performance of music for handbells. Music reading skills, techniques of handbell ringing, and musicianship skills are taught through lecture, rehearsal and performance of various styles of music arranged for handbells. Previous musical experience is helpful but not required. Public performance is required. Repeatable 3 times. <i>One hour lecture, two hours lab, and one hour weekly by arrangement.</i>	2.0 Units
MUSC 016 Symphony Orchestra <i>Course Advisories: SCC minimum English standard; ability to play an orchestral instrument.</i> An opportunity for qualified instrumentalists to perform as part of a symphony orchestra in public performances. A wide variety of musical literature is covered. Public performances and/or field trips are required. This is an open-entry, open-exit course. Repeatable 3 times. <i>One and one-half to Three hours lab.</i>	.5 or 1.0 Units	MUSC 024 Master Works Chorale <i>Prerequisite: Audition of music and vocal skills.</i> Study of choral music techniques and performance of 18th-21st century masterworks for the large ensemble. Both a cappella and symphonic literature to be studied. Designed for singers with previous choral experience. Public performance required. Repeatable 3 times. <i>One hour lecture, two hours activity, and one hour weekly by arrangement.</i>	2.0 Units
MUSC 017 Chamber Orchestra <i>Course Advisories: SCC minimum English standard; play an orchestral instrument.</i> An instrumental ensemble class analyzing and performing large quantities of chamber orchestra music. Public performances and/or field trips are required. Repeatable 3 times. <i>One hour lecture, two hours lab and one hour weekly by arrangement.</i>	2.0 Units	MUSC 025 Chamber Choir <i>Prerequisite: Previous experience in choral ensembles. Audition and/or advisement by current instructor.</i> Advanced study and performance of choral works for the small ensemble. Public performance required. Highly recommended for music majors, especially voice majors. Repeatable 3 times. <i>One hour lecture, two hours lab and one hour weekly by arrangement.</i>	2.0 Units
MUSC 018 Beginning Steel Drum Band <i>Course Advisories: SCC minimum English and Math standards.</i> An ensemble class with emphasis on music from the Caribbean. Regular rehearsal and performances using steel drums. This class also presents a comparison of Caribbean musical performance styles. Public performances and/or field trips required. Repeatable 3 times. <i>One hour lecture, two hours lab and one hour weekly by arrangement.</i>	2.0 Units	MUSC 026 Vocal Jazz Ensemble The study and performance of choral works in the jazz idiom, including development of reading and improvisation skills. Vocalists work with a jazz rhythm section and instrumentalists. Participation in public performance required. Repeatable 3 times. <i>One hour lecture, two hours lab and one hour weekly by arrangement.</i>	2.0 Units
MUSC 019 Instrumental Ensemble <i>Course Advisory: Ability to read music and play an instrument.</i> The study and performance of representative music literature for strings, woodwinds, brass and small mixed group ensembles. Includes improvisation, reading, ensemble practice and outside performance when possible. Repeatable 3 times. <i>Two hours lecture, one hour lab.</i>	2.0 Units		
MUSC 020 Choir Study and performance of a variety of a cappella and accompanied choral literature. Attendance at public performances required. Repeatable 3 times. <i>One hour lecture, two hours lab and one hour weekly by arrangement.</i>	2.0 Units		

Music

MUSC 027 Elementary Piano Part I <i>Course Advisories: SCC minimum English.</i> An introduction to beginning piano techniques, including hand position, posture, fingering, technical exercises, note reading, sight reading, and performance of piano literature. Numerous examples are assigned to demonstrate the essentials of reading and counting skills, coupled with the presentation of major and minor scales, chords, and other fundamentals of piano playing. <i>One hour lecture, one hour activity.</i>	1.5 Units	MUSC 032 Class Lessons in Brass Class instruction in brass instruments. Music majors are required to take one unit of instruction in their major instrument for graduation. Four units are recommended for transfer majors. This class requires outside practice. Repeatable 3 times. <i>One hour lecture, one hour activity.</i>	1.5 Units
MUSC 028 Elementary Piano Part II <i>Prerequisite: MUSC 027. Course Advisories: SCC minimum English standards.</i> A continuation of MUSC 027, this course expands the elementary piano techniques by exploring a progressive series of pieces and exercises which develop the reading skills and other concepts used in performance practice. Stresses use of all major and minor scales, arpeggios in exercise form, sight reading, chromatic fingering, and performance. <i>One hour lecture, one hour activity.</i>	1.5 Units	MUSC 033 Class Lessons in Strings Class instruction in strings. Transfer students are required to study four semesters in their major instrument. Repeatable 3 times. <i>One hour lecture, one hour activity.</i>	1.0 Unit
MUSC 029 Intermediate Piano Part I <i>Prerequisite: MUSC 028. Course Advisories: SCC minimum English standards.</i> Presents the intermediate level of piano technique and literature. Emphasis is on interpretation, fingering, phrasing, technical studies and exercises including performance. Sight reading and continued development through the mastery of progressive pieces enables the pianist to reach a greater overall skill level and confidence during performance. <i>One hour lecture, one hour activity.</i>	1.5 Units	MUSC 034 Class Lessons in Percussion Class instruction in percussion instruments. Music majors are required to take one unit of instruction in their major instrument. Transfer majors are required to study four semesters in their major instrument. This class requires outside practice. Repeatable 3 times. <i>One hour lecture, two hours activity.</i>	2.0 Units
MUSC 030 Intermediate Piano Part II <i>Prerequisite: MUSC 029. Course Advisories: SCC minimum English standards.</i> Presents more difficult techniques for the intermediate pianist. Emphasizes the culmination of reading skills, motor coordination, knowledge of harmony, exercises and fingering, overall interpretation, dynamics, attention to form, advanced technical problems concerning performance of the literature. Recommended for students seeking a working knowledge in piano, comparable to second year level in the literature. Repeatable 3 times. <i>One hour lecture, one hour activity.</i>	1.5 Units	MUSC 035A Beginning Voice I <i>Course Advisory: SCC minimum English standard.</i> Group work on the fundamental techniques of singing, including literature of traditional/folk, art, musical theater and popular classics. Includes analysis of individual problems and the opportunity for solo performance. Transfer voice majors should study voice each semester. <i>One hour lecture, one hour activity.</i>	1.5 Units
MUSC 031 Class Lessons in Woodwinds <i>Course Advisory: SCC minimum English standard.</i> Class instruction in woodwind instruments. Music majors are required to take one unit of instruction in their major instrument for graduation. Four units are recommended for transfer majors. This class requires outside practice. Repeatable 3 times. <i>One hour lecture, one hour activity.</i>	1.5 Units	MUSC 035B Beginning Voice II <i>Prerequisite: MUSC 035A or equivalent skills. Course Advisory: SCC minimum English standard.</i> A continuation of MUSC 035A. Group work on the fundamental techniques of singing, including study of standard vocal literature for solo performance, with increased emphasis in developing vocal and performance skills. <i>One hour lecture, one hour activity.</i>	1.5 Units
		MUSC 036A Intermediate Voice I <i>Prerequisite: MUSC 35B or evidence of equivalent skills. Course Advisory: SCC minimum English standard.</i> A continuation of MUSC 35B with emphasis on the development of vocal technique and interpretation. Repertoire includes classical compositions from the English, Italian, and German languages. Analysis of individual vocal problems and performance skills is included. <i>One hour lecture, one hour activity.</i>	1.5 Units

Music

- MUSC 036B** 1.5 Units
Intermediate Voice II
Prerequisite: MUSC 36A or equivalent skills. A continuation of MUSC 36A with emphasis on vocal technique and interpretation. Solo repertoire appropriate to intermediate level includes standard voice literature. Analysis of individual vocal problems and performance skills is included. *One hour lecture, one hour activity.*
- MUSC 038** 1.5 Units
Class Lessons in Beginning Guitar
Presents the principles and techniques of fundamental guitar performance. The course stresses first position techniques, notereading, scales, fingerboard knowledge, chord positions, picking and strum techniques, and performance of selected musical literature appropriate to the beginning level. Repeatable 3 times. NOTE: Combined enrollments in MUSC 038, 039 and 062 may not exceed 4 units. *One hour lecture, two hours activity.*
- MUSC 039** 1.5 Units
Class Lessons in Intermediate Guitar
Prerequisite: MUSC 038 or equivalent as assessed by instructor and ability to read simple guitar music. Presents the intermediate instruction level in guitar performance techniques and musical skill. The course covers 3rd and 5th positions, solo performance, musical notation exercise and application, musical interpretation and style, and intermediate literature. Repeatable 3 times. NOTE: Combined enrollments in MUSC 038, 039 and 062 may not exceed 4 units. *One hour lecture, two hours activity.*
- MUSC 041A** 1.5 Units
Music Majors Piano
Course Advisories: Note reading and SCC minimum English and math standards. Instruction, practice and application of the techniques of piano performance. Emphasis will be placed on a variety of keyboard skills including harmonic progressions, scales, fingerings, drills and exercises, sight reading, and keyboard ear-training. The course will also present musical analysis, performance strategies, suggested rehearsal techniques, independent coordination, and memorization. The class is specially designed to accompany the music major and, therefore, is very specific in harmonic understanding, theory, melodic development and usage, and piano practice. *One hour lecture, one hour activity.*
- MUSC 041B** 1.5 Units
Music Majors Piano
Prerequisite: MUSC 41A. Course Advisory: SCC minimum English standard. Instruction, practice and application of the techniques of piano performance at the intermediate level designed for music majors. Emphasis will be placed on continuation of keyboard skills including simple and complex modulation, harmonic progressions using seventh chords and larger sonorities, all major and minor scales plus other forms, exercises and drills, sight reading, rehearsal techniques, accompanying skills, arrangement and advanced ear-training. The class specifically relates to advanced theoretical concepts realized at the keyboard with a continued attention to performance and the use of the piano as a teaching tool. *One hour lecture, one hour activity.*
- MUSC 042A** 1.5 Units
Jazz and Pop Piano
Prerequisite: MUSC 027, 028, or equivalent as determined by instructor. Instruction, practice, performance, and application of the techniques of Jazz and Pop piano performance. Emphasis will be placed on establishing the foundations for an improvised approach as well as a review of available literature. The course will focus on the concepts of jazz and popular styles involving the realization of lead sheets, chord voicing, applied scale theory, rhythmic structure, arrangement techniques, improvisation, and accuracy in the development of all styles considered. *One hour lecture, one hour activity.*
- MUSC 042B** 1.5 Units
Jazz and Pop Piano
Prerequisite: MUSC 027, 028, or equivalent as determined by instructor. Course Advisory: MUSC 042A. Instruction, practice, performance, and application of the techniques and principles of intermediate jazz and popular piano styles and skills. Emphasis will be directed to continuing the presentation made in 042A. Focus will be centered around arranging, improvisations, voicings, dialogue, hand formats, performance of literature, written projects and a further introduction to styles. The realization of lead sheets, sight reading, ear training, transcriptions of solos, fingerings, scale theory, exercises, and performance strategies will all be discussed. *One hour lecture, one hour activity.*
- MUSC 049** 1.0 to 3.0 Units
Music Honors
Prerequisites: Completion of 24 units of college credit with a minimum GPA of 3.3; a minimum of 5 units in the discipline with a grade of 'B' or better; an ability to work independently; permission of the Division Dean based on instructor availability. Course Advisory: SCC minimum English standard. An independent study course in a selected musical area for sophomore students. The student works by arrangement with the instructor on an outlined program of study. A contract between student and instructor which details the specific area of interest including goals and schedule for project completion is required. Repeatable 3 times. *Three to nine hours weekly by arrangement.*
-

Music

- MUSC 051** 1.5 Units
Jazz and Popular Solo Voice
Course Advisories: SCC minimum English standard; MUSC 035A or other solo voice experience. The study and performance of songs in the popular and jazz idiom. Areas covered will include musical phrasing, emotional expression, popular vocal styling, stage presence and the use of sound reinforcement systems. This class requires public performance and/or field trips. Repeatable 3 times. *One hour lecture, one hour activity.*
- MUSC 052** 2.0 Units
Sound Recording
Course Advisory: SCC minimum English standard. Designed for musical performers and students interested in recording specifically. Development of recorded performances in the studio environment. Emphasis on acoustics, vocal and instrumental recording requirements, control board management, microphone techniques, organization and supervision of the recording session, mixing and mixdown. Particular attention is given to the 'hands-on' experience in recording engineering and the overall recording process, including production, musical arrangement, mixdown, and studio demeanor. Repeatable 3 times. *One hour lecture, Three hours lab.*
- MUSC 053** 2.0 Units
Advanced Sound Recording
Prerequisite: MUSC 052. Course Advisories: SCC minimum English and math standards. Advanced recording techniques with particular attention given to hands-on techniques. *One hour lecture, three hours lab.*
- MUSC 055** 3.0 Units
Introduction to Jazz Improvisation
Course Advisory: SCC minimum English standard and knowledge of music fundamentals and basic instrumental skills. Techniques and literature of improvisation including application of scales, modes, harmonic progressions, solo shape, form, and dynamic, rhythmic, and melodic development and interpretation of concepts and materials in the jazz style. Provides development and understanding of these techniques in the occupational areas of music through the concepts and performance of improvisation. Repeatable 3 times. *Two hours lecture, one hour activity, one hour weekly by arrangement.*
- MUSC 056** 3.0 Units
Jazz Improvisation Ensemble
Course Advisory: MUSC 055. Presents the principles and techniques of improvisational materials, combo performance, individual solo skills, advanced playing concepts, group dynamics, and increased performance ability. The class will perform a wide variety of arrangements and the overall performance standards are directed to feature individual soloists. Provides the occupational musician with an opportunity to develop confidence and advanced skills from performance in this ensemble. Repeatable 3 times. *Two hours lecture, one hour activity, one hour weekly by arrangement.*
- MUSC 060** 1.0 Unit
Computer Assisted Music Lab
Course Advisory: MUSC 027. A self-paced course which introduces or further develops musicianship skills through computer-assisted instruction. The course is designed to enhance theory, performance and history study and may be taken to develop skills in specialized areas of composition, conducting, orchestration and arranging, and improvisation. This is an open entry / open exit course. Repeatable 3 times. *One-half to one hour lecture, one and one-half to six hours weekly by arrangement.*
- MUSC 061** 2.0 Units
Midi-Computer Music Sequencing And Scoring
Course Advisories: SCC minimum English and math standards; MUSC 027. An introduction to Midi (Musical Instrument Digital Interface), and the hardware and software components of music sequencing and scoring. The course content will include "hands on" familiarization with the Macintosh computer, practical use of sequencing and scoring software, and an understanding of Midi terminology. Repeatable 3 times. *One hour lecture, three hours activity.*
- MUSC 062** 1.5 Units
Introduction to Electric Guitar
Presents the fundamental principles of electric guitar performance techniques. Guitarists are introduced to combo situations, notereading, chord symbols, finger board knowledge, chord in versions, accompaniment styles, 'head' arrangements and ensemble experience. Rhythm and solo techniques are also investigated. Repeatable 3 times. NOTE: Combined enrollments in MUSC 038, 039 and 062 may not exceed 4. *One hour lecture, one hour activity.*
- MUSC 063** 1.5 Units
Introduction to Electric Bass
Presents the principles of electric bass performance techniques. The course emphasizes reading notational symbols in bass clef, chord symbol performance, finger board knowledge, scales, patterns, chord construction harmonic motion and function, and basic accompaniment styles. Familiarizes students with conceptual approach to modern musical styles. *One hour lecture, one hour activity.*
- MUSC 064** .5 Unit
Marching Band
Course Advisories: SCC minimum English standard; play a band instrument. An instrumental performing ensemble using marching band repertoire. Repeatable 3 times. *One and one-half to six hours activity.*
- MUSC Special Topics**
These courses, numbered 048, 098, or 148 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.
-

Nursing

Nursing, Registered

Program Description

The Registered Nursing Program at Solano Community College is a 2-year Associate Degree Program fully accredited by the State Board of Registered Nursing and is subject to its regulations regarding the education and training of nurses. Successful completion of the program qualifies the student to take the National Council Licensing Examination (NCLEX) to become a Registered Nurse. The practice of nursing requires knowledge of the biological, behavioral, and physical sciences, as well as knowledge of, and the ability to speak, to read, and to write the English language proficiently. This program follows the policy of non-discrimination set forth by the Governing Board of Solano Community College.

Associate in Science Degree

Students who complete an Associate Degree will be able to:

1. Qualify for state licensure as a registered nurse by achieving a passing score on the National Council Licensure Examination for registered nurses (NCLEX-RN).
2. Synthesize principles of the nursing process and critical thinking to assist individuals, families and communities to achieve positive adaptation to change in health or a peaceful death.
3. Integrate evidenced based concepts of nursing practice across the health care continuum to ensure quality patient centered care.

Program Requirements and Courses

All Courses taken toward the Registered Nursing Degree must be completed with a letter grade of "C" or better.

Students are encouraged to attend a Registered Nursing Information Workshop prior to seeing a counselor individually. These workshops provide a basic understanding of the nursing program and the requirements for application. After attending the Nursing Information Workshop students planning to major in Nursing should make an appointment with a counselor for assistance in developing an education plan.

Admission Procedures

PREREQUISITES

All courses taken toward the Registered Nursing Degree must be completed with a letter grade of "C" or better. To be eligible to apply to the Registered Nursing Program, students must have completed the following four prerequisites.

Please note that these courses may also have prerequisites:

ENGL 001 College Composition (3 units)
BIO 004 Human Anatomy (5 units)
BIO 005 Introductory Physiology (5 units)
BIO 014. Principles of Microbiology (4 units)

You must achieve a composite score of 73 or above to qualify for the waiting list. Composite score is determined by a combination of: (a) overall college GPA, (b) English GPA, (c) core Biology (Anatomy, Physiology & Microbiology) GPA, and (d) core Biology course repetitions.

Other required courses in the Nursing Major include

NUTR 010 Nutrition (3 units)
HUDV 070 Lifespan Human Development (3 units)
NURS 052 Pharmacology (3 units)
PSYC 001 General Psychology (3 units)

Or

SOCS 022 Minority Group relations (3 units)

SPCH 001 or approved communications class. It is also highly recommended that English 062 or the College reading requirement be met prior to entering the program as well as all SCC Local District General Education requirements.

APPLICATION STEPS:

1. Apply for admission to Solano Community College online at www.solano.edu or complete an application to SCC (if not already a current/continuing student).
2. Attend a Registered Nursing Information Workshop.
3. Request "official" transcripts from *ALL other colleges or institutions* attended to be SENT to the Office of Admissions and Records (OAR). (Please Note: International college transcripts must be accompanied by a credentialed evaluation service and must include a detailed report which distinguishes lower division from upper division courses and which also provides A-F letter grade values. A list of acceptable evaluation service companies is available from the Office of Admissions and Records).

Nursing

4. Confirm with the Office of Admissions and Records (OAR) that all such transcripts from other colleges have been received by OAR before proceeding to the next step.
5. Visit the Counseling counter to complete the RN Referral/Application form. This must be done in person and will require your California Driver's License Number. **NOTE:** There must be seven (7) business days allowed for OAR to evaluate your transcripts and calculate your overall composite score to determine whether you qualify for the RN Program.
6. After 7 business days return in person to the Counseling Office to request an **"RN" counseling appointment.** (It is the student's responsibility to contact the Counseling Office to schedule this appointment).
7. During the Counseling appointment, if you have met the minimum Composite Score, a Counselor will review with you and post all required pre-Major and General Education requirements.
8. Qualified candidates will then receive a Notice of Eligibility to the Nursing Program with a waiting-list number within 2-4 weeks.

NOTE: Dishonest or unethical conduct during the application process may lead to disqualification of the application.

Prior to First Class Meeting, Students Accepted into the Nursing Program Must Have:

1. Physical examination indicating physical fitness and freedom from illness with required immunizations.
2. Cardiopulmonary Resuscitation (CPR) for Health Care Providers card issued by the American Red Cross or American Heart Association.
3. Attended an orientation meeting with nursing faculty to be arranged by Health Occupations.
4. Taken the reading assessment test or have met the reading requirement for graduation.
5. Provided a clear criminal background check and drug screen.
6. Beginning January 2012 - Achieved a score of 62 or greater on the TEAS V exam. Students showing areas of low scores will be recommended to complete remediation in these topics..

Retention in Program:

1. Students are required to undergo criminal background checks and drug screens. The Health Occupations Division may be unable to place students in a clinical setting if they have a positive criminal background check or drug screen; therefore, the student may be dropped from the nursing program.
2. If a student's conduct poses potential harm to the well-being of clients or is disruptive to the classroom or lab environment, the student may be terminated from the nursing program.
3. If a student's physical or emotional health appears to be such that he or she cannot meet the objectives of the program in nursing, the student may be asked to leave the nursing program.
4. In order to remain in the program and to graduate, a student must maintain a letter grade of "C" or better in the theory and the clinical portions of the nursing program.
5. Maintain current CPR, TB screening, clear criminal background check and drug screen.

In accordance with state law, the California Board of Registered Nursing (BRN) may deny any license to an individual for crimes substantially related to the practice of nursing. Upon acceptance to the nursing program, any student who has had a conviction related to sex crimes, drug crimes (including DUI) and crimes of violence may need to contact the BRN regarding his/her status.

Nursing

Required Courses

Nursing courses must be taken in sequence because one course is prerequisite to another.

NURS 058 Mediated Skills Development 0.5 -1.5

(Concurrent enrollment in NURS 058 is required for each of the following Nursing courses except NURS 052 & 065.)

First Year Courses Units

NURS 050A Fundamentals of Nursing 3

NURS 050B Basic Human Needs 3.5

HUDV 070 * Lifespan Human Development 3

NUTR 010 * Nutrition 3

NURS 052 * Pharmacology for Nursing 3

NURS 054 Maternal-Child Nursing 5

NURS 055 Nursing of Adults I 5

PSYC 001 ** Introduction to Psychology 3

or

SOCS 022 Ethnic, Racial and Minority Group

Relations in Harmony and Conflict 3

*Course must be completed prior to entry into NURS 054

**Course must be completed prior to entry into NURS 060/061

Second Year Courses Units

NURS 060 Nursing of Adults II/

Medical-Surgical Nursing 5

NURS 061 Psychiatric and Mental Health Nursing 5

NURS 063 Advanced Medical Surgical and

Community Nursing 4.5

NURS 064 Issues and Leadership in

Health Care Today 1.5

NURS 065 Role Transition in Practice 2.5

Concurrent Courses

The following courses are required for graduation and must be completed prior to entering the fourth semester of the Nursing Program, as the fourth semester schedule does not accommodate the scheduling of other courses.

ENGL 062 Analytical Reading 3

or

meet the reading requirement

Communications course other than ENGL 001 3

Career Mobility

The Career Mobility Program at Solano Community College provides an opportunity for qualified licensed vocational nurses to be admitted with advanced placement into the Registered Nursing program. This program is designed to prepare technically competent nurses for service in the community. The curriculum includes study in general education, biophysical and social science courses. Principles derived from academic study are applied to the practice of nursing. The nursing major is comprised of lecture-discussion classes on campus and client care laboratory experience in agencies within the community. Nursing preparation includes the care of adults and children in medical, surgical, psychiatric and community settings. This program is accredited by the California Board of Registered Nursing.

Program Requirements and Courses

Students are encouraged to attend a Registered Nursing Information Workshop prior to seeing a counselor individually. These workshops provide a basic understanding of the nursing program and the requirements for application. After attending the Nursing Information Workshop students planning to major in Nursing should make an appointment with a counselor for assistance in developing an education plan.

Program Outcomes

This information is not available at the time of printing. Please check online for current information as it is available.

Nursing

Program Information

Licensed vocational nurses have two career mobility options:

Associate Degree Option:

Applicants must complete prerequisites for the nursing program, science courses and the general education requirements for the Associate Degree. By choosing this option:

1. You would complete a total of 49 to 52 units toward the 60 units required for the Associate Degree.
2. You would be a graduate of an accredited ADN program.
3. You would be eligible for RN licensure by endorsement in other states.

Prerequisites

To be eligible to apply to the Career Mobility Program Associate Degree Option, students must have completed:

ENGL 001 - College Composition (3 units)

BIO 004 - Human Anatomy (5 units)

BIO 005 - Introductory Physiology (5 units)

BIO 014 - Principles of Microbiology (4 units)

NUTR 010 - Nutrition (3 units)

HUDV 070 - Lifespan Human Development (3 units)

NURS 052 - Pharmacology for Health Care Professionals I (3 units)

PSYC 001 - Introduction to Psychology: Individual & Social Processes (3 units)

OR

SOCS 022 - Ethnic, Racial, and Minority Group Relations in Harmony and Conflict (3 units)

NOTE: All courses required for graduation should be completed prior to entering the fourth semester of the Nursing Program, as the fourth semester schedule does not accommodate the scheduling of other courses. It is highly recommended that ENGL 062 or the college reading requirement be met prior to entering the program.

Thirty-Unit Option:

By choosing this option:

1. You would complete a total of 29-30 units.
2. You would not be a graduate of an Associate Degree Program.
3. You would not be a graduate of the Solano College Nursing Program and may not wear the school pin.
4. You would be eligible for licensure in California and may not be eligible for licensure in other states.

PREREQUISITES

BIO 005 - Introductory Physiology (5 units)

BIO 014 - Principles of Microbiology (4 units)

You must achieve a composite score of 73 or above to qualify for the waiting list. Composite score is determined by a combination of : (a) overall college GPA, (b) English GPA, (c) core Biology (Anatomy, Physiology & Microbiology) GPA, and (d) core Biology course repetitions.

APPLICATION STEPS

1. Apply for admission to Solano Community College online at www.solano.edu or complete an application to SCC (if not already a current/continuing student).
2. Attend a Registered Nursing Information Workshop.
3. Request "official" transcripts from *ALL other colleges* or institutions attended to be SENT to the Office of Admissions and Records (OAR). (Please Note: International college transcripts must be accompanied by a credentialed evaluation service and must include a detailed report which distinguishes lower division from upper division courses and which also provides A-F letter grade values. A list of acceptable evaluation service companies is available from the Office of Admissions and Records.)
4. Confirm with the Office of Admissions and Records (OAR) that all such transcripts from other colleges have been received by OAR before proceeding to the next step.
5. Visit the Counseling Office to complete the RN Referral/Application form. This must be done in person and will require your California Driver's License number. **NOTE:** There must be seven (7) business days allowed for OAR to evaluate your transcripts and calculate your overall composite score to determine whether you qualify for the RN Program.
6. After 7 business days return in person to the Counseling Office to request a "RN" counseling appointment. (It is the student's responsibility to contact the Counseling Office to schedule this appointment.)
7. During the Counseling appointment, if you have met the minimum Composite Score, a Counselor will review with you and post all required pre-Major and General Education requirements.
8. Qualified candidates will then receive a Notice of Eligibility to the Nursing Program with a wait-list number within 2-4 weeks.

Nursing

NOTE: Dishonest or unethical conduct during the application process may lead to disqualification of the application.

Other Requirements

- Upon admission to the program, students are required to enroll in NURS 159 during the next session.
- Testing will be required to determine advanced placement credit.

Prior to First Class Meeting, Students Must Have:

1. Physical examination indicating physical fitness and freedom from illness with required immunizations.
2. Cardiopulmonary Resuscitation (CPR) for Health Care Providers card, issued by American Red Cross or American Heart Association.
3. Attended an orientation meeting with nursing faculty to be arranged by Health Occupations.
4. Taken the reading assessment test or have met the reading requirements for graduation.
5. Provide a clear criminal background check and drug screen.
6. Beginning January 2012, achieved a score of 62 or greater on the TEAS V exam. Students showing areas of low scores will be recommended to complete remediation in those topics.

Retention in Program:

1. Students are required to undergo criminal background checks and drug screens. The Health Occupations Division may be unable to place students in a clinical setting if they have a positive criminal background check or drug screen; therefore, the student may be dropped from the nursing program.
2. If a student's conduct poses potential harm to the well-being of clients or is disruptive to the classroom or lab environment, the student may be terminated from the nursing program.
3. If a student's physical or emotional health appears to be such that he or she cannot meet the objectives of the program in nursing, the student may be asked to leave the nursing program.
4. In order to remain in the program and to graduate, a student must maintain a grade of "C" or better in the theory and the clinical portions of the nursing program.
5. Maintain current CPR, TB screening, clear criminal background check and drug screen.

In accordance with state law, the California Board of Registered Nursing (BRN) may deny any license to an individual for crimes substantially related to the practice of nursing. Upon acceptance to the nursing program, any student who has had a conviction related to sex crimes, drug crimes (including DUI) and crimes of violence may need to contact the BRN regarding his/her status.

Certified Nursing Assistant Job-Direct Certificate

The required courses must be completed with a grade of "C" or better.

Required Courses	Units
NURS 200 Certified Nursing Assistant/ Home Health Aide	6
Total Units	6

Emergency Medical Technician I Job-Direct Certificate

The required courses must be completed with a grade of "C" or better.

Required Courses	Units
EMT 212 Emergency Medical Technician (Basic)	7
Total Units	7

Nursing

Emergency Medical Technician

EMT 212 **7.0 Units**
Emergency Medical Technician Basic, Lec/Lab
Course Advisory: SCC minimum English and Math Standards; Based on state Emergency Medical Services Association regulations, the goal of the EMT (Basic) course is to acquire essential assessment & treatment skills for the delivery of prompt, efficient & safe pre-hospital emergency patient care. Application of these emergency care skills can minimize the risk of permanent disability to an individual. The course has lecture/discussion sessions & skills practice time. Students completing the course attend pre-assigned observation times with an emergency department & with an ambulance. Students successfully completing the course are eligible to take the National Registry Emergency Medical Technician (Basic) Exam as required by the state of California for certification. Certification enables students to qualify for employment with ambulance services, fire, or rescue services, search & rescue crews, ski patrol or related pre-hospital emergency care positions. NOTE: By law, applicants for certification must be at least 18 years of age. Students must present current Basic Life Support for Healthcare Providers course completion card at the orientation meeting in order to enroll in the course. Repeatable every 2 years. Five hours lecture, six hours activity.

EMT 213 **1.0 Unit**
Emergency Medical Technician (Basic) Refresher
Prerequisite: EMT 212 or equivalent or previous EMT 213. Course Advisories: SCC minimum English and math standards. Consists of review and update of EMT 212 course content and focuses on 'hands-on' practice of all pre-hospital emergency skills, meeting the education requirements for EMT renewal. Topics and skills include: legal issues (including HIPAA), trauma, triage, use of airway/ventilation equipment with CPR, automated external defibrillation (AED), patient exam (medical & trauma), assessments and treatments for breathing, cardiovascular, neurologic, musculoskeletal, soft tissue injury, childbirth & environmental emergencies. Students apply assessments and treatments during pre-planned patient care skills scenarios to meet EMSA requirements for skills verification. May repeat every 1-2 years, ad infinitum (as stipulated by EMSA regulations for EMT I refresher and renewal). Four and one half hours lecture, four and one half hours activity (3 week course).

Nursing

NURS 050A **5.0 Units**
Fundamentals of Nursing, Lecture
Corequisite: NURS 058. Prerequisites: ENGL 001, BIO 004, BIO 005, BIO 014, with grade of "C" or better; current CPR for Healthcare Providers, current physical exam, immunizations and background check with drug screen. Authorization to enter RN program. Introduction to the principles of nursing to meet needs common to all individuals. Utilizing the concept of homeostasis and communications theory, the student will study stressors affecting the patient's position on the wellness-illness continuum. The nursing process will be introduced, utilized and applied at the beginning level. The basis of the nurse-patient relationship will be explored. Clinical assignments, self-study modules and small group seminars will be offered concurrently with theory. Internet access required. Eight hours lecture, six hours lab (8 week course).

NURS 050B **6.0 Units**
Basic Human Needs, Lecture
Corequisite(s): NURS 058 Prerequisite(s): NURS 050A with grade of "C" or better. This course is an introduction to the demands for increased care that are necessitated by deviations in health in the adult. Emphasis is placed on the basic human needs of activity and rest, oxygenation, fluid and electrolytes, nutrition, comfort, and elimination. Also included in the course are gerontology, nursing process, oral and injectable medication administration, wound care, and care of the adult perioperative patient. Clinical assignments, self-study modules and seminar will be offered concurrently with theory. Internet access required. Seven lecture hours and fifteen lab hours (8 week course).

NURS 052 **3.0 Units**
Pharmacology for Nursing
Prerequisite: BIOSC 5 with a grade of 'C' or better. Course Advisories: SCC minimum English and Math standards. Nursing or Pre-nursing Students. This course is designed to focus on nursing pharmacology by presenting a firm theoretical foundation. The course presents general principles, theories, and facts about medicinal agents. General characteristics of major classifications of medications are discussed. Specific information regarding action, dosage, side effects, adverse reactions and contraindications of selected medications within each classification is addressed. Practical information is presented on how the nursing process is integrated with pharmacology. Specific drug information is discussed in relation to assessment, client monitoring, interventions, client education, and evaluation of safe and effective drug therapy. Three hours lecture.

Nursing

NURS 054 **5.0 Units** **Maternal-Child Nursing**

Corequisite: Concurrent enrollment in NURS 058.
Prerequisites: NURS 050A & 050B, NURS 052, NUTR 010, and HUDV 070 with grades of C or better. A family centered course with emphasis on nursing care of women and children. The focus includes the antepartal, intrapartal, postpartal, neonatal and pediatric client, both sick and well. This course provides students the opportunity to synthesize and utilize nursing knowledge and skills in providing care to clients in a variety of settings. Concepts of homeostasis, communication, and growth and development are integrated throughout the course. The nursing process is utilized with concepts of legal aspects, pharmacology, clinical skills, safety and asepsis, crisis intervention, health teaching, and self-evaluation. Clinical assignments and self-study modules are offered concurrently with theory. This course must be completed successfully with a grade of 'C' or better to advance in the nursing program. *Five hours lecture, fifteen hours lab* (8 week course).

NURS 055 **5.0 Units** **Nursing Of Adults I, Lec**

Corequisite: Concurrent enrollment in NURS 058.
Prerequisites: Completion of NURSE 050A & 050B, NURSE 052, NUTR 010, and HUDV 070 with grades of 'C' or better. Covers the theory and practice of nursing necessary to assist the adult in meeting selected health care needs. Emphasis is placed on the client experiencing health alterations in the musculoskeletal, respiratory, cardiovascular and gastrointestinal systems. The concepts of safety, communication, clinical decision making, asepsis, pharmacology, legality, ethics, health teaching and self-evaluation are integrated throughout the course. Issues related to culture, developmental level and sexuality are considered, as nursing care is individualized to the client. Skill modules and clinical experiences are offered concurrently with theory. *Five hours lecture, fifteen hours lab* (8 week course).

NURS 058 **.5 to 1.5 Units** **Mediated Skills Development, Lab**

Prerequisites: Concurrent enrollment in either NURSE 50A & 50B, 54, 55, 60, or 63. A variable unit course which is required of all nursing students in each semester of the nursing program. A portion of the unit credit may be used for group and/or individual study time. Students have the opportunity to practice the required skills modules for each nursing course. This practice takes place under the supervision of the skills laboratory instructor, a registered nurse. The skills modules have been leveled to match the content. Students must demonstrate competency in all of the assigned skills modules. Peer checkoff is permitted on some of the modules, whereas more complex modules require checkoff by the skills lab instructor. The mediated skills lab is a valuable adjunct to all of the nursing courses as it allows students the time and place to not only practice and master skills, but to study theoretical concepts. This is a credit/no-credit class. May be repeated to a maximum of 6 units, including initial enrollment. *One and one-half to four and one-half hours lab.*

NURS 060 **5.0 Units** **Nursing Of Adults Ii/Medical-Surgical Nursing Lecture**

Corequisite: Concurrent enrollment in NURS 058.
Prerequisites: NURS 054 & NURS 055 and either PSYC 001, PSYC 002 or SOCS 022 with grades of "C" or better. This course continues with the theory and practice of nursing necessary to assist the adult in meeting selected health care needs. Emphasis is placed on the patient experiencing health alterations related to nutritional deficits, the endocrine, renal/urinary, neurological and immune systems. The concepts of delegation, safety, communication, clinical decision-making, asepsis, pharmacology, legality, ethics, health education, and self-evaluation are integrated throughout the course. Issues related to culture, developmental level and sexuality are considered, as nursing care is individualized to the patient. Leadership and management concepts are introduced. Skill modules and clinical experiences are offered concurrently with theory. *Five hours lecture, fifteen hours lab* (8 week course).

NURS 061 **5.0 Units** **Psychiatric And Mental Health Nursing, Lecture**

Prerequisites: NURS 054 & NURS 055 and either PSYC 001, PSYC 002 or SOCS 022 with grades of 'C' or better. Theory and practice related to mental health and illness is studied. This includes the principles and practices of mental health nursing using the prevailing psychobiological theories of mental health and illness, interpersonal communication, group process, growth and development and sociocultural theories. The nursing process is emphasized as the student nurse maintains and promotes mental health and seeks to prevent mental illness. Clinical experience is provided concurrently with theory in acute psychiatric hospitals, long-term care facilities and community agencies. Opportunity is provided for working with children, adolescents and adults individually, as well as in groups. Internet access required. *Five hours lecture, fifteen hours lab* (8 week course).

NURS 063 **7.0 Units** **Advanced Medical Surgical and Community Nursing**

Corequisites: Concurrent enrollment in NURS 058.
Prerequisites: NURS 060 and 061 with grades of 'C' or better. SCC minimum English and Math standards. This course builds on the concepts introduced in previous nursing courses. Complex alterations in physiological processes are studied as they relate to multi-system illnesses. This course requires students to develop and utilize critical thinking skills in working with patients across the lifespan in emergency, critical care, medical surgical units and the community. The clinical experience affords students the opportunity to apply theoretical knowledge, critical thinking skills (which are inherent to the nursing process), and psychomotor skills to a practical situation. The focus is to provide care to multiple patients across the lifespan who have complex multi-system illnesses and patients in the community. This course facilitates the student's entry into the profession of nursing. Legal and ethical responsibilities related to professional nursing practice are considered. Skill modules and clinical experience is offered concurrently with theory. *Four hours lecture, sixteen hours lab* (12 week course).

Nursing

NURS 064 2.0 Units

Issues and Leadership in Health Care Today

Corequisite: NURS 063 and/or NURS 065. Prerequisites: NURS 060 & 061 with grades of 'C' or better. Course Advisories: SCC minimum English and Math standards.

This course facilitates the graduates' entry into the profession of nursing. Topics include current issues, trends and leadership theories in the registered nurses scope of practice in an ever-changing health care delivery system. Included is the delineation of the major functions of professional nursing organizations, accountability in nursing practice (quality improvement and risk management), identification of socio-political factors as well as leadership and management issues influencing professional nursing practice and their nursing implications. Legal and ethical concepts and responsibilities related to registered nursing practice are further considered. This is a non-clinical course. Field trips may be required. *Two hours lecture.*

NURS 065 2.5 Units

Role Transition in Practice

Corequisite: NURS 064. Prerequisites: NURS 063 with grades of 'C' or better. Course Advisories: SCC minimum English and Math standards. This course is the final course in the nursing sequence. The focus of this course is on nursing care and first level management / leadership skills in caring for groups of hospitalized patients. Emphasis is placed on team management skills in acute care settings. The registered nurse preceptor directly supervises the student under the guidance of the nursing faculty liaison. Professional development skills, as well as current issues in nursing, are applied. This course focuses on managing groups of patients with respect to the individual's cultural / religious beliefs related to wellness, illness and health care practice. Clinical application of both previously learned theory and skills are applied in various healthcare agencies. *Twenty-four hours laboratory (5 week course).*

NURS 100 2.0 Units

Exploring Health Occupations

Course Advisories: SCC minimum English and math standards. Explores the diversity of health care occupations currently available and is intended for students considering a health care career. Examples of health occupations include: certified nursing assistant (CNA), respiratory therapist, physician & physician assistant, nursing (LVN & RN), biotechnology technician, emergency medical technician (EMT I), paramedic (EMT P), radiology technician, physical therapist & assistant, pharmacist & pharmacy technician. Students compare and contrast various health occupation(s) in terms of the personal and professional attributes for the job, specific job skills needed, basic educational preparation and potential for advancement. In addition to classroom discussions and library research, students interview people in health care jobs, go on field trips to health care facilities and evaluate the health occupations that most interest them. *Four hours lecture (9 week course).*

NURS 101 3.0 Units

Preparation For Nursing

Course Advisories: SCC minimum English and math standards. Designed to provide pre-nursing and beginning nursing students with realistic and useful strategies to enhance their success in reaching this career goal. Students will gain a realistic understanding of the nursing profession; critically analyze their own strengths, and develop strategies to identify and strengthen areas needing improvement. The course will also provide the student with the knowledge and skills to identify and locate social and financial resources; develop and/or enhance language, math and communication skills to work effectively with a culturally diverse population; develop and enhance critical thinking skills; and enhance self-assessment and accountability skills. *Three hours lecture.*

NURS 102 1.0 to 4.0 Units

Nursing Work Study

Prerequisite: NURSE 54, 55 and authorization by Dean to enroll. NOTE: One to four units of workstudy experience at a ratio of 1 unit=75 paid hours or 60 unpaid hours. No student will be allowed to enroll for more than four units per semester. Course Advisories: SCC minimum English and math standards. This work-study course is offered through Solano Community College Associate Degree Nursing Program in cooperation with selected clinical agencies. Students apply previously learned nursing theory and clinical skills in assigned patient care settings under the direct supervision of selected RN nurse preceptors. The work experience is supervised by a Solano Community College Nursing Instructor and the clinical agency coordinator. Student functions will include clinical skills in which previous training and competency in skill performance has already been demonstrated and documented on the student's skills competency checklist. This course is a credit/no credit course. Repeatable to a maximum of twelve units. Combined units for all work experience courses shall not exceed 12. *Five to nineteen hours by arrangement.*

NURS 111 3.0 Units

Medical Terminology

Course Advisories: SCC minimum English and math standards. Study of the language of medicine. An introduction to terms, word roots and abbreviations related to medical practice and the functioning of the systems of the body. *Three hours lecture.*

Nursing

- NURS 148M** **5.0 Units**
Maternal Nursing for International Nurses
Prerequisite: Dean Authorization to Enroll; Board of Registered Nursing Letter stating need for additional content and lab hours in Maternal Nursing, Physical exam, Immunizations and proof of TB clearance as required by partner health care facilities; Criminal Background check and Drug Screen per Nursing Program requirements; CPR for Health Care Providers from the American Red Cross or American Heart Association. Course Advisory: SCC minimum English and Math Standards. A family-centered course with emphasis on nursing care of women and children for the foreign nurses. The focus includes the antepartal, intrapartal, postpartal, and neonatal client, both healthy and ill. This course provides students the opportunity to synthesize and use nursing knowledge and skills in providing care to clients in a variety of settings. Concepts of homeostasis, communication, and growth and development are integrated throughout the course. The nursing process is used with concepts of legal aspects, pharmacology, clinical skills, safety and asepsis, crisis intervention, health teaching, and self-evaluation. Clinical assignments and self-study modules are offered concurrently with theory. This course must be completed successfully with a "C" or better to pass the class. *Five hours lecture, fifteen hours lab.* (8 week course)
- NURS 148N** **1.5 Units**
NCLEX-RN Exam Preparation Course
Prerequisite: Authorization of Dean to enroll. Course Advisories: minimum SCC English and math standards. This course is designed to assist nursing students/graduates in preparing to take the NCLEX-RN (National Council Licensure Examination-Registered Nurse). The student will identify knowledge deficits and learn test-taking strategies in a self-directed learning environment. Practice in answering NCLEX-style questions is a major component of the class. Credit/no credit only. *Three hours lecture.*
- NURS 159** **3.5 Units**
Career Mobility Transition
Prerequisites: Current LVN Licensure and acceptance into the ADN Program; authorization to enroll. Course Advisories: SCC minimum English and math standards. This course is designed to facilitate the transition of the Career Mobility student into the Associate of Science Degree in Registered Nurse (RN) program at Solano Community College. This course focuses on theory and skills needed for successful transition from the student's current role to the role of the Registered Nursing student. This course presents the major theoretical concepts (i.e., role transition, homeostasis, fluid and electrolytes, asepsis, critical thinking, nursing process, therapeutic communication, medication calculations as well as professional legal / ethical issues) that are the foundation for the Registered Nursing curriculum. This course encompasses both classroom activities and opportunities to apply theoretical knowledge in the clinical/simulated setting. *Four hours lecture, nine hours lab per week* (8 week course).
- NURS 200** **6.0 Units**
Certified Nursing Assistant And Home Health Aide
Course Advisories: SCC minimum English and math standards. Prepares the student to function in the role of Certified Nursing Assistant in the acute care, long-term care, and home health settings. Upon completion, the student is eligible to take the state CNA examination. *Five hours lecture, fifteen hours lab* (10 week course).
- NURS 219** **2.0 Units**
Cardiac Rhythms
Prerequisites: BIO 004, BIO 005. Course Advisories: SCC minimum English and math standards. Designed for health care professionals who need to distinguish among the various cardiac rhythms/dysrhythmias while caring for patients on cardiac monitors. Topics include: basic cardiac physiology, electrophysiology of cardiac tissues; basic pathophysiology of coronary artery disease; identification and interpretation of sinus rhythms versus cardiac dysrhythmias; application of chest monitoring electrodes and 12 Lead ECG electrodes; and use of an oscilloscope. *Four hours lecture per week* (8 week course).
- NURS 223** **4.0 Units**
Critical Care Nursing
Prerequisites: RN or LVN Licensure and NURSE 219. Course Advisories: SCC minimum English and math standards. Designed for staff nurses to provide essential knowledge and skills to adequately function in a critical care unit. For each body system, course content includes: brief review of anatomy and physiology; identification of critical illness states; potential complications; correlation of specific physical assessment/laboratory data; operational principles for the use of critical care equipment; nursing care responsibilities in the care of the critically ill patient; legal aspects of critical care nursing. *Four hours lecture.*
- NURS 230** **4.0 Units**
Emergency Nursing
Prerequisites: RN or LVN licensure and NURSE 219. Course Advisories: SCC minimum English and math standards. Prepares staff nurses with essential knowledge and skills to function effectively within an emergency department. Topics include the emergency care of patients with: respiratory, cardiovascular, shock, neurological, orthopedic, abdominal, ENT, obstetrical, gynecological, genitourinary, pediatric, environmental, endocrine, trauma, psychological, psychiatric, abuse, and toxicologic emergencies. For each topic, pertinent physical and laboratory assessments, priorities of nursing care, interventions, and standards for documentation are explored. *Four hours lecture.*
- NURS Special Topics**
These courses, numbered 048, 098, or 148 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.

Nutrition

NUTR 010 Nutrition <i>Course Advisory: Eligibility for ENGL 001 and SCC minimum math standards. Study of the basic principles of human nutrition. Essential nutrients, functions, chemical compositions of foods and their utilization in the body will be covered. The course will emphasize topics such as weight loss, sports nutrition, food safety, the diet-disease relationship, global nutrition, and analysis of special nutritional requirements during the lifecycle among others. Students utilize computer technology and nutritional assessment methods to evaluate personal dietary habits. Three hours lecture.</i>	3.0 Units	NUTR 053 Child Health, Safety, and Nutrition <i>Course Advisories: SCC minimum English and math standards; HUDV 038 and ECE 062. This course examines basic nutrition, health, and safety needs of children from the prenatal period through school age. Topics to be covered include nutrition, common childhood diseases, and special health problems of the young child. The course emphasis is placed on maintaining the optimal health, safety, and nutritional status of children at home and in group care. Three hours lecture.</i>	3.0 Units
NUTR 012 Evaluating Current Topics in Nutrition <i>Course Advisories: Eligibility for ENGL 001 and SCC minimum math standards. Methods of evaluating current nutritional topics, determining reliable and unreliable sources of information and judging validity of experimental design. This course provides opportunities to study current, controversial topics in nutrition. Course topics include, but are not limited to, vitamin and mineral supplements, weight loss fads, phytochemicals and foods as medicine. Repeatable 3 times. One-half to two hours lecture.</i>	.5 to 2.0 Units	NUTR 101 Food Service Sanitation <i>Course Advisories: SCC minimum English and math standards. Covers the principles of food microbiology in a foodservice setting, important food-borne diseases, knowledge of standards and public health laws enforced by regulatory agencies, knowledge of applied measures for the prevention of food-borne diseases and other microbiological problems. The Hazardous Analysis Critical Control Point system will be included. Students who complete the course will be ready to take the ServSafe test. The ServSafe test is optional and will be given at the end of the course for those students desiring certification. Note: Course must be repeated every three years for food handler certification. Four hours lecture (8 week course).</i>	2.0 Units
NUTR 051 Nutrition Basics for Children <i>Course Advisories: SCC minimum English and math standards. Nutrient requirements and meal planning for children from the prenatal period through school age. Course emphasis is placed on identifying nutrition problems common in children and developing strategies that can help prevent these problems. One hour lecture.</i>	1.0 Unit		
NUTR 052 Child Nutrition For Early Childhood Education <i>Course Advisory: SCC minimum English standard. Nutritional assessment, meal planning and meal service for children. Also addresses the topic of food safety and sanitation. Course emphasis is placed on maintaining the optimal health, safety and nutritional status of children in group care. One hour lecture.</i>	1.0 Unit		

Occupational Education

Description

OCED 090 and 091 are work experience courses available to all occupational education certificate and degree programs students. These courses are designed to combine academic studies with practical, on the job experience, enabling students to apply theories learned in the classrooms to real work situations while earning college credits.

Through an agreement formulated at the beginning of the semester, each student establishes specific "Measurable Learning Objectives" to be accomplished by the end of the grading period. This cooperative agreement may be in the private sector or in public agencies and may be paid or volunteer.

OCED 090 1.0 to 8.0 Units Occupation Work Experience

Corequisite: Student must be enrolled in 7 units (including Occupational Work Experience). Student must be available to work from 5 to 40 hours per week for a licensed business for a total of 75 hours per unit for paid work and 60 hours per unit for unpaid work. Duties must relate to student's major field. Course Advisories: SCC minimum English and Math standards. To qualify for Occupational Work Experience credit, the student must be available to work from 5 to 40 hours per week for a licensed business in a job directly related to the declared major. Student will attend a weekly coordination seminar, develop job-oriented objectives and remain currently enrolled in at least 7 units including Occupational Work Experience. Includes all occupational education certificate and degree programs. Qualified students who are not working may seek placement assistance from the Student Placement Office. 1 unit of credit may be earned for each 75 hours paid or 60 hours unpaid work per semester to a maximum of 8 units per semester. Students enrolled in OCED 090 may not enroll in OCED 091 during the same semester. Repeatable to a maximum of 16 units. Combined units in all work experience courses shall not exceed 16. Note: CSU will accept up to 12 units for transfer. To determine the correct course length and number of units in which to enroll, refer to the following formula for paid employment*

Full Semester Sections

1 unit = 5 hours per week
2 units = 10 hours per week
3 units = 15 hours per week
4 units = 20 hours per week
5 units = 25 hours per week
6 units = 30 hours per week
7 units = 35 hours per week
8 units = 40 hours per week

12-Week Sections

1 unit = 7 hours per week
2 units = 14 hours per week
3 units = 19 hours per week
4 units = 25 hours per week
5 units = 32 hours per week
6 units = 38 hours per week

8-Week Sections

1 unit = 10 hours per week
2 units = 19 hours per week
3 units = 28 hours per week
4 units = 38 hours per week

**unpaid work requires fewer hours per week*

OCED 091 1.0 to 6.0 Units General Work Experience

Corequisite: Student must be enrolled in 7 units (including Work Experience). Student must be available to work from 5-30 hours or more per week for a licensed business for a semester total of 75 hours per unit for paid work and 60 hours per unit for unpaid work. Job does not need to be related to major. Course Advisories: SCC minimum English and Math standards. To qualify for General Work Experience credit, the student must be available to work from 5 to 30 hours per week at a job with a licensed business. Student will attend a weekly coordination seminar, develop job-oriented objectives and remain currently enrolled in at least seven units, including General Work Experience. Includes all occupational education certificate and degree programs. Qualified students who are not working may seek placement assistance from the Student Placement Office. 1 unit of credit may be earned for each 75 hours paid or 60 hours unpaid work per semester to a maximum of 6 units per semester. Students enrolled in OCED 091 may not enroll in OCED 090 during the same semester. Repeatable to a maximum of 6 units. Combined units in all work experience courses shall not exceed 16. Note* CSU will accept up to 12 units for transfer. To determine the correct course length and number of units in which to enroll, refer to the following formula for paid employment*:

Full Semester Sections

1 unit = 5 hours per week
2 units = 10 hours per week
3 units = 15 hours per week
4 units = 20 hours per week
5 units = 25 hours per week
6 units = 30 hours per week

12-Week Sections

1 unit = 7 hours per week
2 units = 14 hours per week
3 units = 19 hours per week
4 units = 25 hours per week

8-Week Sections

1 unit = 10 hours per week
2 units = 19 hours per week
3 units = 28 hours per week

**unpaid work requires fewer hours per week*

Occupational Education

OCED 101

1.0 Unit

Occupational Soft Skills

Advisory: Minimum SCC math and English requirements.

Covers the critical tools to help occupational students develop the employability or soft skills needed for a smooth transition to the work force. Topics include practical elements required to meet employer expectations, create cooperative co-worker interactions and development of positive personal characteristics. Etiquette and work ethics are stressed along with practical job hunting skills such as resumes and interviews. This is not a work experience course. *One hour lecture* (8 weeks)

Office Technology

Program Description

Students may select from four programs in Office Technology: Administrative Assistant, Legal Specialist, Medical Office Specialist, Medical Transcription Specialist. These programs are designed to develop a management support person with technical and communication skills. Time-management and problem-solving abilities are emphasized along with a “team member” approach for a career in today’s business environment.

Certificate of Achievement and Associate in Science Degree

A Certificate of Achievement in Administrative Assistant, Legal Specialist, medical Office Specialist, or Medical Transcription Specialist can be obtained upon completion of the courses in the selected major. The Associate in Science Degree in Business-Office Technology can be obtained upon completion of 60 units, including the required courses in the selected major, the general education requirements, and electives. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete the Certificate of Achievement/Associate Degree will be able to:

1. Demonstrate mastery of the alpha and numeric typewriting keyboard
2. Demonstrate mastery in the keyboarding of correspondence, manuscripts, and compositions under timed conditions with established accuracy and formatting standards using proper techniques.
3. Analyze and evaluate records management concepts and practices and be able to make recommendations.
4. Develop a high degree of competency and a broad knowledge of skills as they relate to general office procedures.

Administrative Assistant	Units
CIS 066 Microsoft Word	3
OT 055 Intermediate Keyboarding/ Word Processing.	1 - 3
CIS 001 Introduction to Computer Science.	3
<i>or</i>	
CIS 050 Microcomputer Applications	3
BUS 092 Business Communication	3
CIS 073 Microsoft Excel	3
OT 159 Filing and Records Management	2
OT 151 Office Systems & Procedures	3
OCED 090 Occupational Work Experience	1 - 8
CIS 091 Microsoft Outlook	1.5
CIS 090 Introduction to PowerPoint	1.5
OT 056 Advanced Keyboarding/Word Processing . . .	1 - 3
OT 162 Ten-Key 1	
Electives selected from the list of Recommended Electives	3.5
Total Units	31.5

Recommended Electives:

- ACCT 180 Introduction to Accounting
- CIS 055 MS Windows Operating Systems
- CIS 061 Creating Web Pages
- CIS 078 Access -Database Management System
- CIS 093 MS Publisher
- MGMT 055 Management/Leadership Skills
- OCED 090 Occupational Work Experience
- OCED 091 General Work Experience
- OT 057 Legal Keyboarding/Word Processing
- OT 131 Legal Transcription
- OT 160 Business Transcription

Office Technology

Legal Specialist

Required Courses	Units
OT 055 Intermediate Keyboarding/ Word Processing	1 - 3
OT 057 Legal Keyboarding/Word Processing	3
CIS 063 WordPerfect	3
<i>or</i>	
CIS 066 Microsoft Word	3
BUS 092 Business Communication	3
BUS 018 Legal Environment of Business	3
OT 131 Legal Transcription	3
CJ 001 Introduction to Criminal Justice	3
OT 056 Advanced Keyboarding/Word Processing	1 - 3
OT 159 Filing and Records Management	2
OT 151 Office Systems & Procedures	3
OCED 090 Occupational Work Experience	1 - 8
CIS 091 Microsoft Outlook	1.5
Total Units	31.5

Recommended Electives:

ACCT 180 Introduction to Accounting
 CIS 073 Microsoft Excel
 CIS 078 Access -Database Management System

Medical Office Specialist

Required Courses	Units
NURS 111 Medical Terminology	3
OT 059 Medical Keyboarding and Computer Applications	3
CIS 066 Microsoft Word	3
OT 101 Study of Human Diseases for Medical Assistants	3
BUS 092 Business Communication	3
OT 159 Filing and Records Management	2
OT 063 * Introduction to ICD-9-CM Coding	3
OT 064 Intermediate ICD-9-CM Coding	3
OT 066 ** CPT-IV Coding	3
OT 151 Office Systems & Procedures	3
OCED 090 Occupational Work Experience	1 - 8
OT 055 Intermediate Keyboarding/ Word Processing	1 - 3
Total Units	33

Recommended Electives:

ACCT 180 Introduction to Accounting
 CIS 001 Introduction to Computer Science
or
 CIS 050 Microcomputer Applications
 CIS 073 Microsoft Excel
 CIS 078 Access -Database Management System
 CIS 090 Introduction to PowerPoint
 CIS 091 Microsoft Outlook
 MGMT 055 Management/Leadership Skills
 OCED 090 Occupational Work Experience
 OT 056 Advanced Keyboarding/Word Processing
 OT 121 Medical Transcription I

Retail Clerk Job-Direct Certificate

The required courses must be completed with a grade of "C" or better

Required Courses	Units
MKT 174 Retail Merchandising	3
BUS 181 Business Mathematics	1
ENGL 310 Writing Skills Lab	1.5
ENGL 320 Reading Improvement Lab	1.5
BUS 100 Work Readiness	1.5
OT 162 Ten-Key	1
Total Units	9.5

Office Technology

Medical Transcription Specialist

	Units
CIS 066 Microsoft Word	3
OT 055 Intermediate Keyboarding/ Word Processing.	1 - 3
NURS 111 Medical Terminology	3
OT 059 Medical Keyboarding and Computer Applications	3
OT 101 Study of Human Diseases for Medical Assistants	3
OT 121 Medical Transcription I	3
OT 122 Medical transcription II	3
OT 123 Medical Transcription III	3
OT 124 Medical Transcription IV	3
OT 160 Business Transcription	3
Electives selected from the list of Recommended Electives	3
Total Units	33

Recommended Electives:

- OT 056 Advanced Keyboarding/Word Processing
- OT 063 Introduction to ICD-9-CM Coding
- OT 064 Intermediate ICD-9-CM Coding
- OT 066 CPT-IV Coding
- OT 100 Skill Building on the Computer Keyboard
- OCED 090 Occupational Work Experience

General Office Assistant Job-Direct Certificate

The required courses must be completed with a "C" or better.

Required Courses	Units
OT 054 Beginning Keyboarding	3
BUS 100 Work Readiness	1.5
CIS 066 Microsoft Word	3
CIS 091 Microsoft Outlook	1.5
CIS 090 Introduction to PowerPoint	1.5
CIS 073 Microsoft Excel	3
OT 162 Ten-Key 1	
Total Units	14.5

Legal Office Assistant Job-Direct Certificate

The required courses must be completed with a grade "C" or better.

Required Courses	Units
OT 055 Intermediate Keyboarding/Word Processing . . .	3
BUS 100 Work Readiness	1.5
CIS 063 WordPerfect.	3
<i>or</i>	
CIS 066 Microsoft Word	3
OT 057 Legal Keyboarding/Word Processing	3
OT 131 Legal Transcription.	3
OT 162 Ten-Key 1	
Total Units	14.5

Office Technology

Medical Front Office Clerk Certificate of Achievement

The goal of this program is to prepare students to enter the health care industry at an entry level position in two semesters. The program requires students to successfully complete 21.5 units during two consecutive semesters. Students enroll as a group and progress through each class in the program together.

Certificate of Achievement

A Certificate of Achievement can be obtained upon completion of the 21.5 unit major below.

Program Outcomes

Students who complete a Certificate of Achievement will be able to:

1. Demonstrate alpha and numeric keyboarding skills at 35 wpm with established accuracy.
2. Demonstrate computer literacy and word processing skills related to formatting business documents
3. Understand and apply medical terminology for human diseases.
4. Understand how the differences in medical insurance and the duties of a medical office assistant, HIPPA
5. Demonstrate ability to type medical documents and facility at using medical software such as Medisoft
6. Have the necessary soft skills to apply and find employment and keep it

Semester 1	Units
CIS 102 Fast Track Microsoft Word	0.5
CIS 105 Fast Track Excel	0.5
CIS 106 Fast Track Computer Literacy	1
NURS 111 Medical Terminology	3
OT 055 Intermediate Keyboarding/Word Processing	1
OT 060 Administrative Medical Assistant	3
Total Units	9

Semester 2	Units
BUS 100 Work Readiness	1.5
OT 056 Advanced Keyboarding/Word Processing	2
OT 059 Medical Keyboarding and Computer Applications	3
OT 061 Health Insurance	3
OT 101 Study of Human Diseases for Medical Assistants	3
Total Units	12.5

*Courses should be taken in sequence.

OT 054 1.0 to 3.0 Units

Beginning Keyboarding

Course Advisory: SCC minimum English standard. An individualized beginning keyboarding course taught on the microcomputer. Touch typing is developed on the alphabet, punctuation, symbols, and top row number keys. Speed will be built to a minimum of 30 words per minute. Units of study include production of documents such as correspondence, memos, reports, and tables in standard formats. This is an open entry/open exit course. May be repeated to a maximum of 3 units, including initial enrollment. *Three hours lecture, two hours lab.*

OT 055 1.0 to 3.0 Units

Intermediate Keyboarding/Word Processing

Prerequisites: Completion of all modules of OT 054 or passing the OT 055 placement test; concurrent enrollment or successful completion of CIS 063 or CIS 066. *Course Advisory:* SCC minimum English standard. Individualized keyboarding course using a microcomputer with units of study including skill building, correspondence, reports, compositions, tables, special projects, and business forms. Speed will be built to a minimum of 40 words per minute. Students may enroll throughout the semester as space is available. This is an open entry/open exit course. May be repeated to a maximum of 3 units, including initial enrollment. *Three hours lecture, two hours lab.*

OT 056 1.0 to 3.0 Units

Advanced Keyboarding/Word Processing

Prerequisites: Completion of all modules of OT 055 with a grade of 'C' or 'CR' or better; or pass placement test. *Course Advisories:* SCC minimum English and math standards. This advanced, individualized applications course is designed to prepare students for professional work in the secretarial field with a heavy emphasis on word processing applications using a microcomputer. Speed will be built to a minimum of 50 words per minute. This is an open entry/open exit course. May be repeated to a maximum of 3 units, including initial enrollment. *Three hours lecture, two hours lab.*

OT 057 3.0 Units

Legal Keyboarding/Word Processing

Prerequisites: Completion of all modules of OT 055 with a grade of 'C' or 'CR' or better and ability to keyboard at 50 wpm. *Course Advisory:* SCC minimum English standard. Concentrated study of legal terminology combined with practice in the constructions of legal documents and skill development in keyboarding legal forms necessary for optimal performance in the legal office. Units of study include: civil litigation, family law, and partnerships and corporations. *Three hours lecture, two hours lab.*

Office Technology

- OT 059** **3.0 Units**
Medical Keyboarding And Computer Applications
Prerequisites: Completion of all modules of OT 054 with a grade of 'C' or 'CR' or better or passing the OT 059 placement test; and Nursing 111 (or concurrent enrollment).
Course Advisory: SCC minimum English standard. A medical document processing course. Students will process documents in various medical specialty units including: head and neck, cardiovascular medicine, plastic surgery, allergy/immunology, urology, surgery, oncology, dermatology, and internal medicine. Students will build keyboarding speed and accuracy. *Three hours lecture, two hours lab.*
- OT 060** **3.0 Units**
Administrative Medical Assistant
Course Advisories: Eligibility for ENGL 001 and SCC minimum Math standards. This course introduces the student to the responsibilities of an Administrative Medical Office Assistant including: HIPPA (legal and ethical considerations), interpersonal-skills, scheduling appointments in person and by telephone, records and file management, written communications, and financial duties. This course will be offered in the Learning Community for the Medical Front Office Clerk Program. It may also be offered as a course which could be taken in conjunction with the Medical Office Specialist Program. *Three hours lecture.*
- OT 061** **3.0 Units**
Health Insurance
Course Advisories: Eligibility for ENGL 001 and SCC minimum Math standard. : Introduces health insurance claims processing and reimbursement issues. Discusses the major health care insurance programs and the impact of federal regulations. The course introduces the use of diagnosis and procedures coding. Teaches the student how to accurately complete a claim. This class is offered as part of the Medical Front Office Clerk Learning Community. If taken as part of the community, students must enroll in all other Learning Community courses. The course may also be offered independently. *Three hours lecture.*
- OT 063** **3.0 Units**
Introduction To ICD-9-CM Coding
Prerequisites: OT 101; NURSE 111. *Course Advisory:* SCC minimum English standard. Introductory course in the basic principles of coding disease and procedures using the International Classification of Disease, 9th Edition Clinical Modification (ICD-9-CM) and ICD-9-CM coding handbook for entry-level coders. Current ICD-9-CM books only will be utilized in this course. The impact of coding on reimbursement will be discussed. *Three hours lecture.*
- OT 064** **3.0 Units**
Intermediate ICD-9-CM Coding
Prerequisites: OT 063 (or successful completion of a challenge test). *Course Advisory:* SCC minimum English standard. This course will build on the previous knowledge gained in OT 063 and address more complex issues related to ICD-9-CM Coding. Class lectures and practical applications will focus on using actual medical records and applying higher level coding skills. The Prospective Payment System and Diagnosis Related Groups (DRGs) will be introduced. *Three hours lecture.*
- OT 066** **3.0 Units**
CPT-IV Coding
Prerequisites: NURSE 111, OT 101. *Course Advisories:* SCC minimum English and math standards. Course that covers the principles and mechanics of coding professional services rendered using the Current Procedural Terminology (CPT-IV) coding system and its relationship to the Health Care Financing Administration Common Procedure (HCPCS) Coding System. *Three hours lecture.*
- OT 100** **1.0 Unit**
Skill Building On The Computer Keyboard
Course Advisories: Ability to touch type at 20 wpm; SCC minimum English and math standards. Individualized skill building keyboarding course taught on the microcomputer. Speed and accuracy skills are enhanced on the alphabet, punctuation, and numbers. The unit of study includes identifying the specific needs of the individual and then assigning diagnostic drills, skill-development practice and pre-and post-testing. The skill building goal will be to increase typing speed or straight copy 3- to 5-minute timed writings between 5 to 10 words per minute above the starting rate with an accuracy level of not more than one error per minute. This is an open entry/open exit course. *One hour lecture, one half hour lab.*
- OT 101** **3.0 Units**
Study Of Human Diseases For Medical Assistants
Course Advisory: SCC minimum English standard. Study of the pathological process, imparting basic knowledge to paramedical personnel. The student will study the basic concepts, terminology, etiology and characteristics of pathological processes. Diseases are classified according to both causative agents and the body system to which they relate. *Three hours lecture.*
- OT 109** **.5 Unit**
Fast Track Records Control/Filing
Course Advisories: SCC minimum English and math standards. Introduction to the process of grouping, organizing and storing business records using ARMA (American Records Management Association) rules for document filing. This is a credit/not credit only course. *Eight hours lecture (1 week course).*

Office Technology

OT 121 Medical Transcription I <i>Prerequisite: Successful completion of OT 055 or OT 056 or a keyboarding speed of 40 wpm (to be verified by placement test) with microcomputer word processing skills; NURSE 111 (or concurrent enrollment) or successful completion of a medical terminology exam. Course Advisory: SCC minimum English standard.</i> Provides practice on recorded material stressing terminology from medical reports covering emergency services admission reports, history and physicals, radiology, operations, pathology, discharge summary, outpatient medical reports, death summary and autopsy using a microcomputer and word processing software. <i>Three hours lecture, two hours lab.</i>	3.0 Units	OT 151 Office Systems & Procedures <i>Prerequisites: Typing rate of 50 words per minute and microcomputer word processing skills. Corequisite: One unit of OCCED 90. Course Advisories: SCC minimum English and math standards.</i> An advanced level course designed to complete the training of Office Technology program students in office systems and procedures. Course should be taken during the student's final semester of the program or as a refresher for experienced business students. One unit of work experience will be required in the specialty area of the student's major. <i>Three hours lecture.</i>	3.0 Units
OT 122 Medical Transcription II <i>Prerequisite: OT 121.</i> Vocabulary building and transcription of medical records in specialty areas of cardiology, endocrinology, gastroenterology, gynecology, internal medicine, and oncology. <i>Three hours lecture, two hours lab.</i>	3.0 Units	OT 159 Filing & Records Management <i>Course Advisory: SCC minimum English standard.</i> Designed to introduce the systems approach of records management using both manual and automated equipment. Topics covered include creation, storage (alphabetic, numeric, geographic, and subject methods), protection, evaluation, control, use, and disposition of the records. <i>Two hours lecture.</i>	2.0 Units
OT 123 Medical Transcription III <i>Prerequisites: OT 122. Course Advisory: SCC minimum English standard.</i> Vocabulary building and transcription of medical reports in specialty areas of radiology, psychiatry, neurology and neurosurgery, emergency medicine, laboratory medicine, and general surgery. <i>Three hours lecture, two hours lab.</i>	3.0 Units	OT 160 Business Transcription <i>Prerequisites: OT 55 or OT 56 or a keyboarding speed of 40 wpm (to be verified by placement test) and CIS 63 or CIS 66 with a grade of 'C' or better. Course Advisory: SCC minimum English standard.</i> Emphasizes proficiency in transcribing from machine dictation. Develops the coordination of keyboarding, business English, and proofreading skills while transcribing documents from a variety of businesses. <i>Three hours lecture, two hours lab.</i>	3.0 Units
OT 124 Medical Transcription IV <i>Prerequisites: OT 123. Course Advisory: SCC minimum English standard.</i> Vocabulary building and transcription of medical reports in specialty areas of orthopedics, pediatrics, respiratory and pulmonary medicine, immunology and AIDS, plastic surgery, and urology. <i>Three hours lecture, two hours lab.</i>	3.0 Units	OT 162 Ten-Key <i>Course Advisories: SCC minimum English and math standards.</i> Individualized course offering the fundamentals of operating the ten-key microcomputer number keypad. The touch system of operation and continuous speed and accuracy development are emphasized throughout the course. This is an open entry/open exit course. <i>One hour lecture, one-half hour lab.</i>	1.0 Unit
OT 131 Legal Transcription <i>Prerequisite: OT 55 or OT 56 or a keyboarding speed of 40 wpm (to be verified by placement test) and CIS 63 or CIS 66 with a grade of 'C' or better. Course Advisory: SCC minimum English standard.</i> Concentrated course designed to familiarize the student with terminology, background, and knowledge of procedures necessary for work in a law office. The legal system is studied through the court structure, legal documents, and the specialty areas including family law, wills and probate, corporations, real estate, bankruptcy, and criminal law. Proficiency in transcribing from machine dictation is emphasized along with the integration of technical skills. <i>Three hours lecture, two hours lab.</i>	3.0 Units	OT 170 Creating a Virtual Office <i>Course Advisory: SCC minimum English and math standards.</i> OT 170 explores issues of creating a virtual office, time management, customizing the workplace environment, evaluating and buying technology, communicating with technology, and business ethics as a virtual professional. In addition the student will explore issues of creating a virtual office (home based or small office), customizing the workplace environment, the economics of working from home and telecommuting as independent contractors. This is a Pass/No Pass course. <i>Three lecture hours.</i>	3.0 Units

Office Technology

OT 171

3.0 Units

Marketing a Virtual Office

Course Advisory: SCC minimum English and math standards. OT 171 will enable the student to market the student's learned skills, experience & knowledge and to "package" in a manner to obtain the best possible virtual (home based) employment position. Student will create a professional marketing plan covering the four Ps: Product, Price, Place (distribution), & Promotion The course is a requirement of the Business Office Technology Department's Virtual Assistant Program. Businesses all over the world are choosing to contract out (outsource) their non core competencies, in many cases to VA's or Virtual Professionals. This is a Pass/No Pass course. *Three lecture hours.*

Philosophy

Program Description

The philosophy program consists of one comprehensive survey course augmented by special courses in critical thinking, ethics, political philosophy, and religion. All constitute a basic and well-rounded introduction to philosophy. Each course presumes no prior study of philosophy.

Associate Degree

Not offered in this discipline

PHIL 001

3.0 Units

Introduction to Critical Thinking and Reasoning

Course Advisory: ENGL 001 or ENGL 062. Study of logical thinking and reasoning in everyday life. Emphasis is on informal logic in contrast to formal symbolic logic. Special attention is given to 'computer literacy' and 'educational television.' Critical reading and writing is required. The course does not fulfill the IGETC critical thinking requirement. *Three hours lecture.*

PHIL 003

3.0 Units

Introduction to Philosophy

Course Advisory: ENGL 001 or ENGL 062. General introduction to the central methods and recurring problems in the Western philosophical tradition. Topics of inquiry are theories of knowledge, theories of existence, philosophy of religion, free will and determinism, and the mind-body problem. *Three hours lecture.*

PHIL 004

3.0 Units

Introduction to Moral Philosophy

Course Advisory: ENGL 001 or ENGL 062. Introduction to moral philosophy and major ethical theories of the Western philosophical tradition. Critical reading and writing are required. *Three hours lecture.*

PHIL 005

3.0 Units

Critical Thinking: The Philosophic Grounds of Literacy

Prerequisite: ENGL 001. Course Advisory: SCC minimum math standard. Designed to educate students in the fundamental principles of sound and cogent thinking and reasoning expressed primarily in argumentative essays. More specifically, the course is a practicum in critical literacy, i.e., the written practice and refinement of fundamental skills and dispositions required in effective argumentation, critical analysis and evaluation, conceptual inquiry, and discursive expression in general. The study of exemplary argumentative writings from a variety of philosophical, social, and political sources is integral. Objective exams and critical essays are required. This course fulfills the IGETC critical thinking requirement. *Three hours lecture.*

PHIL 031

3.0 Units

Introduction to World Religions of the East

Course Advisory: SCC minimum English standard.

Introduction to a comparative study of world religions of the East including Hinduism, Buddhism, Jainism, Sikhism, Confucianism, Daoism and Shinto. Emphasis is on analysis of origin and historical background, founders, beliefs and practices, impact on culture and society, and contemporary issues. *Three hours lecture.*

PHIL 032

3.0 Units

Introduction to World Religions of the West

Course Advisory: SCC minimum English standard.

Introduction to a comparative study of world religions of the West including North American Indian, African, Greek and Roman, Mesopotamian and Zoroastrianism, Judaism, Christianity, and Islam. Emphasis is on historical background, founders, beliefs and practices, impact on culture and society, and contemporary issues. *Three hours lecture.*

Photography, Professional

Program Description

Pre-employment training in professional photography is designed to prepare students for self-employment and employment in the private and public sectors and covers a broad spectrum of photographic fields, e.g., advertising illustration, industrial, portraiture, medical, commercial, photojournalism, and landscape.

Certificate of Achievement and Associate in Arts Degree

A Certificate of Achievement can be obtained upon completion of the 34-unit major. The Associate in Science Degree can be obtained by completing a total of 60 units, including the major and the general education requirements. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete the Certificate of Achievement/Associate Degree will be able to:

1. Demonstrate and comprehend the technical components of digital/analog cameras to effectively photograph varied subject matter with visual literacy.
2. Analyze and distinguish creative components of a photograph within its contextual usage (light, composition, impact, Etc.) and apply knowledge in producing successful images as they pertaining to the photographic usage, i.e., fine art or applied world.

Required Courses	Units
PHOT 030 Beginning Photography	3
PHOT 053 Introduction to Color Photography	3
PHOT 151 Professional Photography: Introduction	4
PHOT 152 Professional Photography: Portraiture	4
PHOT 153 Professional Photography:	
Product and Advertising	4
PHOT 154 Professional Photography:	
Interior & Exterior	4
PHOT 156 Portfolio Development	3
PHOT 170 Beginning Digital Imaging	3
ART 006 Design Principles in 2-Dimensions	3
Select three units from the electives below	3
Total Units	34

Recommended Electives

ART 011 Survey of Modern Art	3
ART 054 Illustration I	3.5
ART 056 Graphic Design I	3.5
ART 060 Exhibition Design	3.5
CINA 010 The Art of Cinema	3
MGMT 184 Small Business Management and Planning	3
MKT 171 Introduction to Marketing	3
OCED 090 Occupational Work Experience	1 - 8
PHOT 035 Art of Photography	3
PHOT 052 Alternative Photography	3
PHOT 054 Intermediate Color Photography	3
PHOT 058 Advanced Black and White Photography	3
PHOT 059 Color Portfolio	3

Select 3 units from one of the following

PHOT 056 Photojournalism & Documentary Photography	3
PHOT 031 Intermediate Photography	3
PHOT 057 Special Projects	3
PHOT 155 Professional Photography:	
Travel Photography	1.5 -3

Photography, Professional

Camera equipment for photography classes is not provided by the College. Students registering for these courses must have available a 35mm camera or equivalent. Material costs are approximately \$100 per course.

- PHOT 030** **3.0 Units**
Beginning Photography
Course Advisory: Eligibility for ENGL 001, SCC minimum Math standard and PHOT 035, ART 11. An introduction to black and white film photography. Includes a brief history and discussion of image composition, with special emphasis on darkroom techniques, photographic principles and materials. This course is prerequisite to the Professional Photography program and most other photography courses. Camera equipment for photography classes not provided by the college. SLR 35mm film camera and related materials are required. *Two hours lecture, three hours lab.*
- PHOT 031** **3.0 Units**
Intermediate Photography
Prerequisite: PHOT 030 or PHOT 070. Course Advisories: PHOT 035, SCC minimum English and math standards. This course is designed to further develop a student's basic technical and visual skills with an emphasis on continued visual literacy. Students may work with either film or digital cameras. Camera equipment is not provided by the college. SLR Film or SLR Digital camera is required. *Two hours lecture, three hours activity per week.*
- PHOT 035** **3.0 Units**
The Art of Photography
Course Advisory: ENGL 001, ART 011. Learn to make better photographs through the survey of historical and contemporary photographers as a vehicle for the development of student's own photographs. Camera equipment is not provided by the college. Students registering for this class should have a film or digital camera. Film or digital camera required. *Three hours lecture.*
- PHOT 051** **.5 Unit**
Photography Laboratory
Corequisite: Concurrent Enrollment in any SCC Photography course excluding PHOT 035. Course Advisory: SCC minimum English and math standards. Photography laboratory is intended to augment concurrent enrollment in other darkroom, digital, and/or studio courses. The class provides individual assistance with projects requiring special darkroom, lightroom, and/or studio techniques as well as reinforcement of the proper care and maintenance practices of a darkroom, digital, and studio facility. Repeatable 3 times. *One and one-half to Three hours lab.* This is an open entry / open exit, pass / no pass only course. (Formerly PHOT 148)
- PHOT 052** **3.0 Units**
Alternative Photography
Prerequisite: PHOT 030 or PHOT 070. Course Advisory: PHOT 035, ART 038, SCC minimum English and math standards. Students experiment with alternative photographic and non-photographic materials to create visual images and statements. Camera equipment is not provided by the college. SLR Film or SLR Digital camera is required. Repeatable 1 time. *Two hours lecture, three hours lab.*
- PHOT 053** **3.0 Units**
Introduction to Color Photography
Course Advisories: SCC minimum English and math standards. Introduction to the theory, materials and techniques of color photography. Includes photography theory and application for transparencies, printmaking, finishing and color portfolio. Some out of class camera assignments utilizing color slide film are included. Both transparency and negative films will be explained. *Two hours lecture, three hours lab.*
- PHOT 056** **3.0 Units**
Photojournalism and Documentary Photography
Prerequisite: PHOT 030 or PHOT 070. Course Advisory: Eligibility for ENGL 001. Covers aspects of the camera as a editorial, journalistic and documentary tool. To be applied to various media outlets including newspaper, magazine and world wide web. A camera is not provided by the College for this course. SLR Film or SLR Digital camera is required. Repeatable 1 time. *Two hours lecture, three hours lab.*
- PHOT 057** **3.0 Units**
Special Projects
Prerequisite: PHOT 052 or advanced class. Courses in special projects that are of historical and contemporary interest. Application through assignments to develop technical skills in subject areas not normally covered in other photography classes. *Two hours lecture, three hours lab.*
- PHOT 070** **3.0 Units**
Beginning Digital Photography
Course Advisory: SCC minimum English and math standards. PHOT 030 or PHOT 035. An introduction to digital photography, including a brief history and discussion of image composition, camera usage, workflow and output options. This course is prerequisite to the Professional Photography program and most other photography courses. Camera equipment is not provided by the college. A SLR digital camera is required. Repeatable 1 time. *Two hours lecture, three hours lab.*

Photography, Professional

- PHOT 071** 3.0 Units
Digital Imaging I
Prerequisite: PHOT 070. Course Advisory: Eligibility for ENGL 001 and SCC minimum math standards. This course expands on the basic concepts and skills of digital imaging through usage of Lightroom and PhotoShop. Scanning and image editing included. SLR digital camera is required. Repeatable 1 time. *Two hours lecture, three hours activity.*
- PHOT 072** 3.0 Units
Digital Imaging II
Prerequisite: PHOT 071. This course expands on the digital concepts and skills of Digital Imaging I through advanced usage of the latest industry software. Repeatable one time. *Two hours lecture, three hours activity.*
- PHOT 099** 1.0 to 3.0 Units
Photography Honors
Prerequisites: Completion of 24 units of college credit with a minimum GPA of 3.3; a minimum of 5 units in the discipline with a grade of "B" or better; an ability to work independently; and permission of the Division Dean based on instructor availability. An independent study class designed for students who have taken many of the basic classes and wish to continue work with an instructor in a specialized area. The student works by arrangement with the instructor on an outlined program of study. Repeatable 1 time. *Three to nine hours weekly by arrangement.*
- PHOT 151** 4.0 Units
Professional Photography: Introduction
Prerequisite: PHOT 030 or PHOT 070. Course Advisories: Eligibility for ENGL 001 and SCC minimum math standards. This course is designed for students who are considering a career in photography. Students will be exposed to the technical and creative possibilities of applied and personal photography. A SLR Film or SLR Digital camera is required. *Two hours lecture, six hours lab.*
- PHOT 152** 4.0 Units
Professional Photography: Portraiture
Prerequisite: PHOT 030 or PHOT 070. Course Advisories: Eligibility for ENGL 001 and SCC minimum math standards. This course focuses on varied applications of portrait work in the applied and fine art environments. A SLR Film or SLR Digital camera is required. Repeatable 1 time. *Two hours lecture, six hours lab.*
- PHOT 153** 4.0 Units
Professional Photography: Product and Advertising
Prerequisite: PHOT 030 or PHOT 070. Course Advisories: Eligibility for ENGL 001 and SCC minimum math standards. This course is designed to explore varied film and lighting techniques to execute photographs in the context of advertising. Assignments will vary from studio work to location settings using a wide variety of subjects (food, wine, autos, etc). A SLR Film or SLR Digital camera is required. Repeatable 1 time. *Two hours lecture, six hours lab.*
- PHOT 154** 4.0 Units
Professional Photography: Interior & Exterior
Prerequisite: PHOT 030 or PHOT 070. Course Advisories: Eligibility for ENGL 001 and SCC minimum math standards. This course provides the student with skills to photograph architecture in the rural and urban landscape. A SLR Film or SLR Digital camera is required. Repeatable 1 time. *Two hours lecture, six hours lab.*
- PHOT 155** 1.5 to 3.0 Units
Professional Photography: Travel Photography
Course Advisories: PHOT 030, 035 or 070; SCC minimum English and math standards. This course will explore the boundaries of location photography. Lecture/demonstrations are designed to provide technical and creative support for your location project. The final project will encompass the realm of documentary, photojournalistic, editorial and personal work. A SLR Film or SLR Digital camera is required. Student will pay for travel arrangements for this course prior to enrollment. Repeatable 3 times. *Eight to nine hours lecture, forty-eight hours activities earns 1.5 units (one week format) or sixteen to eighteen hours lecture, ninety six hours activities earns 3 units (two weeks format)*
- PHOT 156** 3.0 Units
Portfolio Development
Prerequisite: PHOT 151 and one of the following: PHOT 031, 058, 152, 153 or 154 . An advanced course designed to serve the student in the preparation of a professional fine art or commercial portfolio. Emphasis is placed on individual direction and personal goals. The student can expect individual consultation by the instructor. A digital or 35 mm analog camera is required. Repeatable 3 times. *Two hours lecture, three hours lab.*
- PHOT Special Topics**
These courses, numbered 048, 098, or 148 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.

Physical Education/Health/Athletics

Program Description

This program offers students activity curriculum, technical skills, and professional development courses to develop fitness or to prepare students for transfer in various fields, including physical education.

Associate in Science Degree

The Associate in Science Degree can be obtained by completing a total of 60 units, including the 30-unit major, general education requirements and electives. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. Understand the psychological, physiological, and social benefits of physical activity.
2. Demonstrate an understanding of the 5 basic components of fitness (including the F.I.T.T.) and the R.I.C.E. principle.
3. Demonstrate an understanding of the current trends and practices in human performance and the importance of diet and exercise for lifetime fitness.

Required Courses Units

PE 020A Foundations of Physical Education	3
PE 020H Care and Prevention of Athletic Injuries.	3
PE 020S Advanced First Aid and Emergency Care	2
PE 020V Introduction to Sports Science	3
PE Activity Courses *	6
BIO 004 Human Anatomy	5
BIO 005 Introductory Physiology	5
HED 002 Health Education	3
<i>or</i>	
HED 003 Women's Health Issues	3
Total Units	30

***At least one activity course selected from four of the seven listed categories: Aquatics (002A, 002B, 002C, 002D, 002E), Combatives (003A, 003C, 003D, 003E), Dance (004A, 004B, 004C, 004D, 004E, 004H, 004J, 004K, 004N), Fitness Courses (005A, 005B, 005C, 005G, 005H, 005J, 005K, 005M, 005N, 005P, 006A, 006E, 006F, 006C, 078), Individual sports (007A, 007C, 007D, 007E, 007F), Racquet Sports (008A, 008B, 008C, 008E, 008F), and Team Sports (009A, 009B, 009C, 009E, 009F, 009G, 009H, 009P, or Intercollegiate Athletics course).**

Recommended Electives

- ANTH 001 Physical Anthropology
 - NUTR 010 Nutrition
 - MATH 011 Elementary Statistics
 - PE 004F Hip-Hop Dance
 - PE 004M Intermediate Ballet
 - PE 005D Circuit Training
 - PE 006F Intermediate Yoga
 - PE 007B Beginning Road Bicycling
 - PE 020W Concepts of Physical Fitness
 - PE 020D Baseball Theory and Practice I
and
 - PE 020E Baseball Theory and Practice II
 - PE 020F Football Theory and Practice I
and
 - PE 020G Football Theory and Practice II
 - PE 020P Softball Theory and Practice I
and
 - PE 020J Softball Theory and Practice II
 - PE 020M Volleyball Theory and Practice I
and
 - PE 020N Volleyball Theory and Practice II
 - PE 020Q Soccer Theory and Practice I
and
 - PE 020R Soccer Theory and Practice II
 - PE 020X Basketball Theory and Analyses I
and
 - PE 020Y Basketball Theory and Analyses II
 - PE 048G Performance Dance Ensemble
 - PE 055 Sports Medicine- Athletic Training Internship/Practicum
 - PE 057 Introduction to Sports Psychology
 - PE 071 Back Care and Injury Management
- Any activity course listed above not used to satisfy requirements of the major.
- SOCS 022 Ethnic, Racial and Minority Group Relations in Harmony and Conflict

Physical Education/Health/Athletics

Sports Medicine/Fitness Science – (Transfer)

Program Description

Designed to allow students to transfer into baccalaureate programs in Physical Education or related areas with a Sports Medicine emphasis. The broad field of Sports Medicine/Fitness Science includes post-baccalaureate employment opportunities in teaching, athletic training, physical therapy, sports rehabilitation, biomechanics, exercise physiology, motor learning, sports orthopedics, sports podiatry, sports psychology, cardiac rehabilitation, EKG technician, and fitness technician.

Associate in Science Degree

The Associate in Science Degree can be obtained upon completion of a total 60 units, including the 33-34 unit major, the general education requirements, and electives. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. Understand the psychological, physiological, and social benefits of physical activity.
2. Demonstrate an understanding of the 5 basic components of fitness (including the F.I.T.T.) and the R.I.C.E. principle.
3. Demonstrate an understanding of the current trends and practices in human performance and the importance of diet and exercise for lifetime fitness.

Required Courses Units

PE 020A Foundations of Physical Education	3
PE 020H Care and Prevention of Athletic Injuries.	3
PE 020S Advanced First Aid and Emergency Care	2
PE 020V Introduction to Sports Science	3
PE 020W Concepts of Physical Fitness	3
PE Activity courses *.	2 - 3
BIO 005 Introductory Physiology.	5
BIO 004 Human Anatomy.	5
CHEM 010 Intermediate Chemistry	4
NUTR 010 ** Nutrition	3
Total Units	33 – 34

***At least one activity course selected from four of the seven listed categories: Aquatics (002A, 002B, 002C, 002D, 002E), Combatives (003A, 003C, 003D, 003E), Dance (004A, 004B, 004C, 004D, 004F, 004H, 004J, 004K, 004N), Fitness Courses (005A, 005B, 005C, 005G, 005H, 005J, 005K, 005M, 005N, 005P, 006A, 006E, 006F, 006C, 078), Individual Sports (007A, 007C, 007D, 007E, 007F), Racquet Sports (008A, 008B, 008C, 008E, 008F), and Team Sports (009A, 009B, 009C, 009E, 009F, 009G, 009H, 009P, or Intercollegiate Athletics course).**

****For those transferring to UC in preparation for a physical therapy major, it is recommended that CHEM 011-Basic Organic Chemistry & Biochemistry be taken in place of NUTR 010.**

Recommended Electives

CIS 001 Introduction to Computer Science
HED 002 Health Education
MATH 011 Elementary Statistics
PE 055 Sports Medicine—Athletic Training
Internship/Practicum
PE 057 Introduction to Sports Psychology
PSYC 020 Personal and Social Behavior

Physical Education/Health/Athletics

Fitness Professional Job-Direct Certificate

The required courses must be completed with a grade of "C" or better.

Required Courses	Units
PE 020S Advanced First Aid and Emergency Care	2
PE 020W Concepts of Physical Fitness	3
PE 020V Introduction to Sports Science	3
NUTR 010 Nutrition.	3
PE 005J Beginning Body Conditioning	1
<i>or</i>	
PE 005K Intermediate Body Conditioning	1
5 additional units from the following list:	*5

*At least one activity course selected from four of the seven listed categories: Aquatics (002A, 002B, 002C, 002D, 002E), Combatives (003A, 003C, 003D, 003E), Dance (004A, 004B, 004C, 004D, 004F, 004H, 004J, 004K, 004N), Fitness Courses (005A, 005B, 005C, 005G, 005H, 005J, 005K, 005M, 005N, 005P, 006A, 006E, 006F, 006C, 078), Individual Sports (007A, 007C, 007D, 007E, 007F), Racquet Sports (008A, 008B, 008C, 008E, 008F), and Team Sports (009A, 009B, 009C, 009E, 009F, 009G, 009H, 009P).

Total Units 17

Health Education

HED 002 **3.0 Units**
Health Education

Course Advisories: SCC minimum English and math standards. A survey course with a multifaceted view of health with physical, mental, and social dimensions. The course extends beyond the structure and function of one's body to include feelings, values, and reasoning. Examinations and a project are required. Satisfies one-half of the Health, Physical Education graduation requirement. *Three hours lecture.*

HED 003 **3.0 Units**
Womens Health Issues

Course Advisories: SCC minimum English and math standards. A study of health issues that are unique to women with a focus on women's health maintenance and care, and the development of skills and acquisitions of knowledge necessary to make informed choices in health matters of concern to women. Open to all students. Satisfies one-half of the Health, Physical Education graduation requirement. *Three hours lecture.*

Adapted Physical Education

Courses numbered 001A through 001D are modified for students with specific physical disabilities. The instructor, with recommendations from each student's physician, develops an individualized program for each student. A permission card confirming a disability must be obtained from the Enabling Office prior to registration.

PE 001A **1.0 or 1.5 Units**
Adapted Aquatics

Prerequisites: Permission of Disabilities Services Counselor confirming disability. A specialized course in water orientation, exercise, and swimming designed to meet the individual needs of those unable to participate fully in a regular swimming class. Pre-tests and post-test serve to evaluate student achievement. *One-half hour lecture, one and one-half hours or two and one-half hours activity.*

PE 001D **1.0 or 1.5 Units**
Adapted Weight Training

Prerequisites: Permission of Disabilities Services Counselor confirming disability. Specialized course in weight training that includes an individualized program that focuses on the specific disability of each student. Pre-tests and post-tests (written and practical) serve to evaluate student achievement. *One-half hour lecture, one and one-half hour or two and one-half hours activity*

Physical Education/Health/Athletics

Physical Education

PE 002A 1.0 or 1.5 Units Beginning Swimming

Course Advisories: SCC minimum English and math standards. Covers the fundamental techniques of swimming, terminology, water adjustment, fluid mechanics, and water safety. Swimming strokes include freestyle and backstroke. Skills and written exams are used to evaluate student achievement. Repeatable 2 times. *One-half hour lecture, one and one-half hours or two and one-half hours activity.*

PE 002B 1.0 or 1.5 Units Intermediate Swimming

Prerequisite: PE 002A. Course Advisories: SCC minimum English and math standards. Covers the intermediate techniques of swimming, terminology, and fluid mechanics. Swimming strokes include the freestyle, backstroke, breaststroke, and butterfly. Racing starts, flip turns, and touch turns are taught on a beginning level. Interval training concepts are introduced. Skills and written exams are used to evaluate student achievement. *One-half hour lecture, one and one-half hours or two and one-half hours activity.*

PE 002C 1.0 or 1.5 Units Water Polo

Course Advisory: SCC minimum English and math standards. A coeducational course that includes the fundamental skills, game strategies, and rules of water polo. Offensive and defensive strategies are practiced in preparation for team play. Skills exams and written exams serve to evaluate student achievement. Repeatable 3 times. *One-half hour lecture, one and one-half hours or two and one-half hours activity.*

PE 002D 1.5 or 2.0 Units Swim For Fitness

Course Advisories: SCC minimum English and math standards. Designed to provide life-long fitness through cardiovascular endurance training and skill development in basic aquatics skills. The major components which make up a swimming workout and the concepts of interval training and sprint and distance training are included. Skills exams and written exams serve to evaluate student achievement. Repeatable 3 times. *One hour lecture, one or two hours activity.*

PE 002E 1.0 or 1.5 Units Aqua Aerobics

Course Advisories: SCC minimum English and math standards. A comprehensive fitness program with the focus on aerobic conditioning via aquatic exercise designed to improve muscular strength, endurance and cardiovascular fitness. Exercises conducted in the water will utilize the resistance of water and equipment to develop strength and conditioning. Repeatable 3 times. *One-half hour lecture, one and one-half hours or two and one-half hours activity.*

PE 003A 1.0 or 1.5 Units Beginning Self Defense

Course Advisories: SCC minimum English and math standards. Designed to equip the student with basic skills and knowledge for protection against physical assault. Includes basic fighting techniques, falls and recoveries, and disengagements with counter-attacks. Also included are developing a self-defense consciousness and knowledge about self-defense and the law. Skills exam is used to evaluate student achievement. Repeatable 3 times. *One-half hour lecture, one and one-half hours or two and one-half hours activity.*

PE 003C 1.0 or 1.5 Units Foil Fencing

Course Advisories: SCC minimum English and math standards. Includes the fundamental skills, strategies, and rules of (French) foil fencing. The early history, evolution of hand weaponry, the dueling sword, the French and Italian techniques, French terminology, and etiquette are included. Written exams and skills exams serve to evaluate student achievement. This course is recommended for Theatre Arts majors. Repeatable 3 times. *One half hour lecture and one and one half hours activity or one half lecture and two and one hours activity.*

PE 003D 1.0 or 1.5 Units Beginning Judo

Course Advisories: SCC minimum English and math standards. A basic judo course including techniques such as falls, holds, chokes, grips, grip breaks, balance breaks, and application of reverse locks. Strategies for the judo contest are included such as defenses, counters, break-up throws, take-downs, and general mat work. A historical overview of the martial arts is offered with an emphasis on the evolution of modern-day judo. Written and skills exams are used to measure student achievement. Repeatable 2 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*

PE 003E 1.0 or 1.5 Units Intermediate Judo

Prerequisite: PE 003D. Course Advisories: SCC minimum English and math standards. An intermediate judo course that covers advanced throwing and grappling techniques. Combinations, transitions, and strategies will also be covered. Competition at the local level tournaments will be an option for interested students. *One-half hour lecture, one and one-half or two and one-half hours activity.*

Physical Education/Health/Athletics

PE 004A Beginning Modern Dance <i>SCC minimum English and math standards.</i> An introduction to basic modern dance techniques, terminology, and rhythmic structure. Students will study posture and alignment for dance, alignment reference points and basic postural muscles. Students will study the basic components of fitness as they relate to dance training and basic health guidelines for nutrition and injury care and prevention. Students will explore a variety of common accompaniments for modern dance. Basic music notation will be presented in preparation for future dance composition. The history of Modern Dance is included. Interval skills exams and written exams serve to measure student achievement. Repeatable 3 times. <i>One hour lecture, one or two hours activity.</i>	1.5 or 2.0 Units	PE 004D Jazz Dance Technique <i>Prerequisite:</i> PE 004G. <i>Course Advisories:</i> <i>SCC minimum English and math standards.</i> Designed for students who have vocational or avocational interests in dance. Course emphasis is on the skill development and analysis of intermediate-level and advanced-level techniques and patterns. Selected technique syllabi of various dance artists will be presented and studied. Jazz idioms, styles, and the historical and cultural development are included. Participation in the annual dance concert is encouraged. Interval skills exams and written exams serve to evaluate student achievement. Recommended for Theatre Arts majors. Repeatable 3 times. <i>One hour lecture, one or two hours activity.</i>	1.5 or 2.0 Units
PE 004B Beginning Tap Dance <i>Course Advisories:</i> <i>SCC minimum English and math standards.</i> Introductory course that includes body placement, body balance, rhythm, coordination, musicality, and a repertoire of the traditional tap (foot) techniques. This course presents lecture information on music, music analysis, understanding basic components of fitness as related to dance, nutrition and basic first aid and injury prevention. This history of tap dance as an indigenous American dance form is included. Skills exams and written exams are used to evaluate student achievement. Repeatable 2 times. <i>One hour lecture, one or two hours activity.</i>	1.5 or 2.0 Units	PE 004E Dance Production <i>Course Advisories:</i> <i>SCC minimum English and math standards.</i> Designed for dance students interested in public performance. Experiences in student choreography are included in addition to participation in the annual college dance concert. Interval skills exams and written exams serve to evaluate student achievement. Recommended for Theater Arts majors. Repeatable 3 times. <i>One hour lecture, seven hours lab, one hour weekly by arrangement.</i>	3.0 Units
PE 004C Intermediate Tap Dance <i>Prerequisite:</i> PE 004B. <i>Course Advisories:</i> <i>SCC minimum English and math standards.</i> Explores intermediate tap dance step, patterns, combinations, and choreography. Music theory concepts as they apply to the syncopated rhythms of tap dance are included. The history of tap dance as an indigenous American dance form is discussed. Interval performance exams are used to evaluate student achievement. Written exams are used to evaluate the student's knowledge of technique, music theory, rhythmic patterns, and the historical and cultural significance of tap dance in America. Students will learn to appreciate this dance form via attendance at a dance concert or musical theater performance. <i>One hour lecture, one or two hours activity.</i>	1.0 or 1.5 Units	PE 004F Hip-Hop Dance <i>Course Advisories:</i> <i>SCC minimum English and math standards.</i> Introduces students to the fundamentals of hip-hop dance style. The students will learn the fundamentals of today's dances that are commonly used in music videos. Repeatable 3 times. <i>One hour lecture, one or two hours activity.</i>	1.5 or 2.0 Units
		PE 004H Beginning Jazz Dance <i>SCC minimum English and math standards.</i> Covers basic jazz techniques, styles, terminology, and history. This course presents lecture information on posture for the dancer, music analysis, understanding basic components of fitness as related to dance, nutrition and injury prevention, and choreography dance notation. The course focuses on sequential development of basic jazz patterns in preparation for future dance composition. Interval skills exams and written exams serve to evaluate student achievement. Repeatable 2 times. <i>One hour lecture, one or two hours activity.</i>	1.5 or 2.0 Units

Physical Education/Health/Athletics

PE 004J 1.5 or 2.0 Units
Beginning Ballroom Dance

Course Advisory: SCC minimum English and math standards. In this course students will gain a solid foundation and knowledge of the basic skills and techniques of ballroom dance. This class will also be an introduction, short history, demonstration, and instruction of popular ballroom dances. Following good practice of exercise in dance execution, the students benefit from the activity and the cultural experiences. Dances selected from the following: Cha-Cha, Rumba, Nightclub Two-Step, East and West Coast Swing, Lindy-Hop, Salsa, Tango, Waltz, Samba, and Fox Trot. Attention on proper techniques in both lead and follow dance positions including, proper form, footwork, alignment, and correct posture. Music is varied to broaden the experience with different tempo and styles. No prior experience in dance required; partner not required. Repeatable 3 times. *One hour lecture, one or two hours activity.*

PE 004K 1.5 or 2.0 Units
Beginning Ballet

Course Advisory: SCC minimum English and math standards. Introduction to beginning classical ballet dance forms, positions, body alignment, patterns, and barre work. The lesson is conducted with the associated French terminology for all movements and steps. The history of ballet is presented and significant choreographers and ballets are discussed. Students will study proper dance posture, the muscular system as it relates to ballet movement and proper nutritional guidelines for the dancer. Basic first aid and injury prevention and treatment for self-care injuries will also be included in lectures. Performance exams and written exams are given to evaluate student achievement. Students will be required to submit a term project on the history of ballet. Repeatable 2 times. *One hour lecture, one or two hours activity.*

PE 004M 1.5 or 2.0 Units
Intermediate Ballet

Prerequisite: PE 004K. Course Advisories: SCC minimum English and math standards. The student will be exposed to second derivative skills and will expand technical development for artistic growth. Emphasis is on style and the aspects of interpretation of movement needed for development of the classical dancer. Skills exams and written exams are given to evaluate student achievement leading to studio recital or performance. Text required. *One hour lecture, one or two hours activity.*

PE 004N 1.0 or 1.5 Units
Beginning Swing Dance

Course Advisories: SCC minimum English and math standards. An introductory experience of the popular American social dances known as 'Swing' and an exploration of the cultural scene that created them. The course surveys historical dance varieties and East Coast/West Coast regional differences as well as the latest trends and styles. Repeatable 3 times. *One hour lecture, one or two hours activity.*

PE 004P 1.5 or 2.0 Units
Intermediate Jazz Dance

Prerequisite: PE 004H. Course Advisories: SCC minimum English and math standards. Covers intermediate-level jazz techniques, styles, and terminology. Students will gain increased knowledge of dance posture and of the muscular functions of the major muscles that effect basic dance movements. Intermediate musical analysis will include 6 count phrasing. The course focuses on sequential development of intermediate jazz patterns dance patterns in preparation for dance composition. Interval skills exams and written exams serve to evaluate student achievement. *One hour lecture, one or two hours activity.*

PE 005A 1.0 or 1.5 Units
Low Impact Aerobic Dance

Course Advisories: SCC minimum English and math standards. Low impact aerobic dance reduces the stress of high intensity aerobics by modifying jumping, hopping and leaping movements generally associated with peak aerobic dance. Students will progress through a complete aerobic work-out, achieving target training zone heart rate through the use of low-impact routine work. Body toning, strength building and flexibility components of the workout will be included to provide the student with a well-rounded fitness program. Fitness exams, written exams, written assignments, class lecture, and participation serve to measure student achievement. Repeatable 3 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*

PE 005B 1.0 or 1.5 Units
Beginning Aerobic Exercise

Course Advisories: SCC minimum English and math standards. A comprehensive fitness program with a focus on aerobic conditioning via choreographed dance exercise patterns set to music. Body toning, strength building and flexibility components of the workout will be included to provide the student with a well-rounded fitness program. Nutrition, body composition, weight control, and basic physiological principles of exercise are included. Fitness exams and written exams, written assignments, class lecture, and participation serve to measure student achievement. Repeatable 2 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*

Physical Education/Health/Athletics

- PE 005C** 1.5 or 2 Units
Fitness For Life
Course Advisories: SCC minimum English and math standards. Offers an individualized approach to fitness with a focus on the individual's personal responsibility for his/her fitness and health throughout life. The study of the physiological changes one undergoes as the result of physical conditioning forms the basis for the development of a lifetime fitness plan. Fitness exams and written exams serve to evaluate student achievement. Repeatable 3 times. *One hour lecture, one or two hours activity.*
- PE 005D** 1.0 or 1.5 Units
Circuit Training
Course Advisories: SCC minimum English and math standards. An individualized program for achieving muscle tone while increasing strength and endurance. This course employs resistive exercises, which will improve lifetime fitness and overall body fitness. Repeatable 3 times. *One-half hour lecture, one and one-half or two and one-half activities.*
- PE 005E** 1.0 or 1.5 Units
Cardio Conditioning
Course Advisories: SCC minimum English and math standards. Designed for students who desire a cardiovascular workout using a combination of equipment such as stationary bikes, ellipticals, steppers, treadmills, stairmills and rowing machines. Repeatable 3 times. *One-half hour lecture, one and one-half or two and one-half hours lab.*
- PE 005G** 1.0 or 1.5 Units
Off Season Athletic Conditioning
Course Advisories: SCC minimum English and math standards. A comprehensive course designed for the intercollegiate student/athlete. The course focus is on continued development and enhancement of physical performance and maintenance level required of each student/athlete's respective sport. The course will focus on learning and execution of fitness/conditioning parameters as well as pre and post-tests on sport specific abilities applicable to each student/athlete's sport or activity. Repeatable 3 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 005J** 1.0 or 1.5 Units
Beginning Body Conditioning
Course Advisory: SCC minimum English and math standards. A general conditioning course that includes weight training, aerobic conditioning, and stretching exercises. A pre-test serves to define individual fitness goals, and two post-tests (written and practical) serve to evaluate student achievement. Repeatable 2 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 005K** 1.0 or 1.5 Units
Intermediate Body Conditioning
Prerequisite: PE 005J. Course Advisory: SCC minimum English and math standards. A general conditioning course that includes weight training, aerobic conditioning, and stretching exercises. A pre-test serves to define individual fitness goals, and two post-tests (written and practical) serve to evaluate student achievement. Post-test standards are higher than they are in the beginning-level course. Nutrition, as it relates to fitness and weight control, is included. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 005M** 1.0 or 1.5 Units
Beginning Weight Training
Course Advisory: SCC minimum English and math standards. A comprehensive weight training course for men and women with a focus on strength development and muscle hypertrophy. Resistive exercises via free weights and fixed weights are used for the development of every major muscle group. Pre-tests and post-tests (written and practical) serve to evaluate student achievement. Repeatable 2 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 005N** 1.0 or 1.5 Units
Intermediate Weight Training: An Individual Approach
Prerequisite: PE 005M. Course Advisories: SCC minimum English and math standards. Intermediate weight training courses for men and women that will help individuals define and concentrate on personalized goals. Special emphasis will be directed at determining students' needs and helping them write and follow an exercise program designed to meet those needs. Pre-tests, post-tests and fitness measurements will be used to assess progress. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 005P** 1.0 or 1.5 Units
Step Aerobics
Course Advisory: SCC minimum English and math standards. An aerobic exercise program utilizing four inch, six inch, and eight inch step platforms. Class format includes warm-up, pre-aerobics, peak aerobics, aerobic cool down as determined by musical beats per minute (BPM). Body toning, strength building and flexibility components of the workout will be included to provide the students with a well-rounded fitness program. Fitness exams, written exams, written assignments, course lecture and/or participation serve to measure student achievement. Repeatable 3 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*

Physical Education/Health/Athletics

PE 005Q Elite Fitness Training <i>Course Advisories: SCC minimum English and math standards.</i> Kokoro is “unbeatable spirit” in Japanese. This is the ultimate goal of Elite Fitness Training for the serious person who wants to find the warrior within; it includes training the mind, body, emotions, senses and spirit. <i>One-half hour lecture, one and one-half or two and one-half hours lab.</i>	1.0 or 1.5 Units	PE 006C Pilates For Fitness <i>Course Advisories: SCC minimum English and math standards.</i> A fitness course that utilizes Pilates techniques that can increase strength, flexibility and endurance. Pilates exercises can improve posture, alignment coordination and balance. The course is designed to tone muscles without putting stress on the spine. Repeatable 3 times. <i>One-half hour lecture, one and one-half or two and one-half hours activity.</i>	1.0 or 1.5 Units
PE 005R Core Conditioning Training <i>Course Advisories: SCC minimum English and math standards.</i> Course Description: A fitness course focusing on core conditioning in which students in physically demanding sports, fitness activities and professions learn to balance their conditioning over the entire body. This course will help improve performance by developing utilizing the principles of power, agility, core strength, and speed. <i>One-half hour lecture, one and one-half or two and one-half hours lab.</i>	1.0 or 1.5 Units	PE 006E Fundamentals Of Yoga <i>Course Advisories: SCC minimum English and math standards.</i> Development of basic yoga postures, breathing practices, stretching and relaxation techniques as method to improve flexibility, decrease stress and improve physical and mental well-being. Repeatable 3 times. <i>One hour lecture, one to two hours activity.</i>	1.5 or 2.0 Units
PE 006A Cardio Kick Boxing <i>Course Advisories: SCC minimum English and math standards.</i> An aerobic exercise program utilizing non-contact kickboxing. Class format includes warm-up, pre-aerobics, peak aerobics and aerobic cool-down as determined by musical beats per minutes (BPM). Hand weights and step boxes may be used for additional lower and upper body strength and conditioning. A flexibility cool-down will conclude the exercise session. Repeatable 3 times. <i>One-half hour lecture, one and one-half or two and one-half hours activity.</i>	1.0 or 1.5 Units	PE 006F Intermediate Yoga <i>Prerequisite: PE 006E. Course Advisories: SCC minimum English and math standards.</i> This course will expand upon the techniques and philosophies of beginning yoga. Students will be exposed to advanced postures, various specific yoga systems and additional philosophies of yoga from the masters. <i>One hour lecture, one to two hours activity.</i>	1.5 or 2.0 Units
PE 006B Introduction to Qigong <i>Course Advisories: SCC minimum English and math standards.</i> A course designed to acquaint the student with the basic 64-movement patterns of Dayan Qigong (pronounced cheegong) - one of the most popular forms of Qigong taught in China today. Students will learn the names and locations of accupressure points and how to do self-massage to activate the meridian system of the body. Students will learn both ‘stillness in action’ through the physical movements and ‘action in stillness’ through sitting, standing and walking meditations. This class is available for students with all levels of abilities and can be adapted for students with mobility issues. Repeatable 3 times. <i>One-half hour lecture, one and one-half or two and one-half hours activity.</i>	1.0 or 1.5 Units	PE 006G Tai Chi <i>Course Advisories: SCC minimum English and math standards.</i> An introduction to the discipline of Physical Education through Tai Chi exercises, including well-known short forms consisting of 24 postures. Basic exercise physiology, nutrition, fundamentals of strength development, flexibility and meditating concepts as related to Tai Chi and health and wellness are covered. Repeatable 3 times. <i>One-half hour lecture, one and one-half or two and one-half hours lab.</i>	1.0 or 1.5 Units
		PE 007A Beginning Bowling <i>Course Advisories: SCC minimum English and math standards.</i> Covers the fundamental techniques of bowling, terminology, rules, scoring, etiquette, and history. Practice and class competitions are provided to enhance skill development and strategy. Written exams and skills exams serve to evaluate student achievement. Repeatable 3 times. <i>One-half hour lecture, one and one-half or two and one-half hours activity.</i>	1.0 or 1.5 Units

Physical Education/Health/Athletics

PE 007B 1.0 or 1.5 Units
Beginning Road Bicycling

Course Advisories: SCC minimum English and math standards. An introduction to basic road bicycling terminology, equipment, and riding techniques. History of bicycling is included. Interval skills examinations and written examinations serve to measure student achievement. Repeatable 3 times. *One-half hour lecture, one and one-half or Three hours lab.*

PE 007C 1.0 or 1.5 Units
Beginning Mountain Biking

Course Advisories: SCC minimum English and math standards. Introduction to basic mountain biking terminology, equipment, and riding techniques. History of bicycling is included. Interval skills examinations and written examinations serve to measure student achievement. Repeatable 3 times. *One hour lecture, one or two hours activity.*

PE 007D 1.0 or 1.5 Units
Beginning Golf

Course Advisories: SCC minimum English and math standards. Provides instruction and practice in fundamental golf strokes with irons and woods. Rules, etiquette, and selection and care of equipment are included. Interval skills exams and written exams serve to evaluate the student achievement. Repeatable 2 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*

PE 007E 1.0 or 1.5 Units
Intermediate Golf

Prerequisite: PE 007D. Course Advisories: SCC minimum English and math standards. Provides instruction and practice in intermediate-level golf skills and strategies. Scoring, handicapping, rules, and etiquette are included in addition to municipal golf course play and class competitions. Interval skills exams and written exams serve to evaluate student achievement. *One-half hour lecture, one and one-half or two and one-half hours activity.*

PE 007F 1.0 or 1.5 Units
Beginning Archery

Course Advisories: SCC minimum English and math standards. Covers the fundamental techniques of archery, terminology, accessories, and history of the sport. Practice and class competitions are provided to enhance skill development. Written and skills exams serve to evaluate student achievement. Repeatable 3 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*

PE 008A 1.0 or 1.5 Units
Beginning Tennis

Course Advisories: SCC minimum English and math standards. Lectures and demonstrations cover the fundamental techniques of tennis: forehand, backhand, basic serve, and volley. Terminology, rules, and history are included. Practice, skill drills, and class competition in both singles and doubles are provided to enhance skill development and game strategy. Skill exams and written exams serve to evaluate student achievement. Repeatable 2 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*

PE 008B 1.0 or 1.5 Units
Intermediate Tennis

Prerequisite: PE 008A. Course Advisories: SCC minimum English and math standards. Lecture and demonstration cover the intermediate techniques of tennis: overhead smash, drop shot, chop volley, serves, and offensive and defensive lobs. Strategy for competitive play is emphasized. Skills exams and written exams serve to evaluate student achievement. *One-half hour lecture, one and one-half or two and one-half hours activity.*

PE 008C 1.0 or 1.5 Units
Beginning Racquetball

Course Advisories: SCC minimum English and math standards. Lectures and demonstrations on the fundamental techniques and skills such as grips, forehand and backhand strokes, serves, the serve return, and the kill shot. Scoring, game rules, game strategy, and court etiquette are included. Drills and class competitions are provided to enhance skill development and game strategy. Skills exams and written final exam serve to evaluate student achievement. Repeatable 3 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*

PE 008E 1.0 or 1.5 Units
Beginning Badminton

Course Advisories: SCC minimum English and math standards. Lecture and demonstrations on the basic skills: forehand, backhand, service, the clears and the smash. Also covered are singles and doubles strategy. History, terminology, rules and scoring, and care and selection of equipment are included. Skills exams and written exams serve to evaluate student achievement. Repeatable 2 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*

Physical Education/Health/Athletics

- PE 008F** 1.0 or 1.5 Units
Intermediate Badminton
Prerequisite: PE 008E. *Course Advisories:* SCC minimum English and math standards. Lecture and demonstrations cover intermediate skills: clears-cross court, down the line and reverse cross-court; drops - at the net, from the backcourt and from the midcourt; service - forehand and backhand. Also covered are offensive and defensive techniques of the smash. Training drills, agility, endurance and court coverage for competitive play will be taught. Skill exams and written exams serve to evaluate student achievement. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 009A** 1.0 or 1.5 Units
Beginning Basketball
Course Advisories: SCC minimum English and math standards. Lectures and demonstration cover the fundamental skills of basketball: shooting, passing, dribbling, rebounding, and footwork. Offensive and defensive drills are practiced in preparation for low-level competition in class. The history, rules, and terminology of the game are included. Skills exams and written exams serve to evaluate student achievement. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 009B** 1.0 or 1.5 Units
Indoor/Outdoor Soccer
Course Advisories: SCC minimum English and math standards. Covers the fundamental techniques of soccer, terminology, rules, and history. Practice, skills drills, and class competitions are provided to enhance skill development and game strategy. A written final exam and skills exams serve to evaluate student achievement. Repeatable 2 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 009C** 1.0 or 1.5 Units
Intermediate Soccer
Prerequisite: PE 009B. *Course Advisories:* SCC minimum English and mathematics standards. Covers intermediate soccer skills. Through team competition, emphasis is placed upon offensive and defensive tactics and strategies. Develop knowledge and understanding of the current collegiate soccer rules and fitness. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 009E** 1.0 or 1.5 Units
Intermediate Basketball
Prerequisite: PE 009A. *Course Advisories:* SCC minimum English and math standards. Lecture and demonstration cover second derivative skills and philosophies of basketball: court leadership, team offenses and defenses, motivation, team strategies, court decorum and sportsmanship. Skills exams and written exams serve to evaluate student achievement. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 009F** 1.0 or 1.5 Units
Beginning Baseball
Course Advisories: SCC minimum English and math standards. Using a lecture and lab format the class covers the fundamental skills of baseball: throwing, catching, fielding, catching fly balls, hitting, bunting, base running, sliding, and playing defensive positions. Offensive and defensive drills practiced in preparation for low-level competition in class. History, rules, and terminology are included. Skills exams and written exams serve to evaluate student achievement. Repeatable 3 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 009G** 1.0 or 1.5 Units
Softball
Course Advisories: SCC minimum English and math standards. Covers the fundamental techniques of softball, terminology, rules, and history. Practice, skill drills, and class competitions are provided to enhance skill development and game strategy. Skills exams and a written final exam serve to evaluate student achievement. Students must provide their own glove. Repeatable 3 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 009H** 1.0 or 1.5 Units
Beginning Volleyball
Course Advisories: SCC minimum English and math standards. Covers the basic skills: serve, pass, set, spike and block. Skills development is emphasized. This course presents lecture information on team play, rules, history and basic game strategy. Physical conditioning is an integral part of the course. Skills exams and written exams serve to evaluate student achievement. Repeatable 2 times. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 009P** 1.0 or 1.5 Units
Intermediate Volleyball
Prerequisite: PE 009H. *Course Advisories:* SCC minimum English and math standards. Covers the intermediate skills: serve, pass, set, spike and block. The course focuses on offensive and defensive tactics and strategies in preparation for high-level competitive play. A comprehensive physical conditioning program is included to prepare the player for the rigors of volleyball activity. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 020A** 3.0 Units
Foundations Of Physical Education
Course Advisories: SCC minimum English and math standards. An introduction to the field of Physical Education as a profession and as an academic discipline. The course covers the purposes, philosophical and historical foundations, biological and biomechanical foundations, and the sociological and psychological foundations of Physical Education. The course also focuses on educational preparation, the job market, and alternative careers in Physical Education. Written exams and writing assignments serve to evaluate student achievement. *Three hours lecture.*

Physical Education/Health/Athletics

- PE 020D** **2.0 Units**
Baseball Theory And Practice I
Course Advisories: SCC minimum English and math standards. A comprehensive baseball course designed for the athlete and coach. The course includes the theories and applications of offensive and defensive strategies, the game plan as it relates to the statistical performance of a particular team, and the use of scouting in assessing the skills and weaknesses of the opposing coach and team. Skills exams and written exams serve to evaluate athlete achievement. *One hour lecture, two hours activity.*
- PE 020E** **2.0 Units**
Baseball Theory And Practice II
Course Advisories: SCC minimum English and math standards. A continuation of PE 020D. A comprehensive baseball course designed for the athlete and coach. The course includes advanced theories and applications of offensive and defensive strategies, the evaluation of the game plan as it relates to the statistical information and skill performance of a team, and the use of assembling advanced scouting reports to assess the skills and weaknesses of the opposing coach and team. Skills exams and written exams serve to evaluate athlete achievement. *One hour lecture, two hours activity.*
- PE 020F** **2.0 Units**
Football Theory And Practice I
Course Advisories: SCC minimum English and math standards. Comprehensive course for athletes and coaches of football in preparation for intercollegiate competition. The course focuses on the analyses and applications of the principles underlying all football techniques, the psychology involved in the development of winners, and the scientific and empirical principles of training. Skills exams and written exams serve to evaluate athlete achievement. *One hour lecture, two hours activity.*
- PE 020G** **2.0 Units**
Football Theory And Practice II
Course Advisory: SCC minimum English and math standards. Continuation of 020F. An advanced course for athletes and coaches of football in preparation for intercollegiate competition. The course focuses on the analyses and applications of the principles underlying offensive and defensive strategies and formation of game plan. Skills exams and written exams are used to evaluate student learning. *One hour lecture, two hours activity.*
- PE 020H** **3.0 Units**
Care And Prevention Of Athletic Injuries
Course Advisories: SCC minimum English and math standards. An introduction to the field of Athletic Training as a profession and as an academic discipline. Designed to train students in the recognition, rehabilitation, and prevention of athletic injuries. Emphasis is on learning and applying a variety of taping techniques and athletic training therapies. Written examinations and practical examinations serve to evaluate student achievement. Required of Physical Education majors and minors. *Three hours lecture.*
- PE 020J** **2.0 Units**
Softball Theory And Practice II
Course Advisories: SCC minimum English and math standards. Continuation of PE 020I. An advanced softball course designed for the athlete and coach. The course includes advanced theories and applications of offensive and defensive strategies, evaluation of the game plan as it relates to statistical information and skill performance of a team. It also covers assembling advanced scouting reports to assess the opposition. Skill exams and written exams serve to evaluate the student. *One hour lecture, two hours activity.*
- PE 020M** **2.0 Units**
Volleyball Theory And Practice I
Course Advisory: SCC minimum English standard. Study of the theories of offensive and defensive strategies of competitive volleyball. Athletes will study, analyze, and practice offensive and defensive skills and strategies in preparation for seasonal, intercollegiate competition. Skills exams and written exams serve to evaluate athlete achievement. *One hour lecture, two hours activity.*
- PE 020N** **2.0 Units**
Volleyball Theory And Practice II
Course Advisory: SCC minimum English standard. Continuation of PE 020M. A study of advanced theories of offensive and defensive strategies of competitive volleyball. Students will analyze advanced offensive and defensive strategies and will develop in-depth scouting procedures. Skills exams and written exams serve to evaluate athlete achievement. *One hour lecture, two hours activity.*
- PE 020P** **2.0 Units**
Softball Theory And Practice I
Course Advisories: SCC minimum English and math standards. Comprehensive course designed for the intercollegiate softball athlete and for the coach of fastpitch softball. The course focuses on the theories, analyses, and applications of offensive and defensive skills and strategies. Written exams and practical exams serve to evaluate athlete achievement. *One hour lecture, two hours activity.*
- PE 020Q** **1.5 or 2.0 Units**
Soccer Theory And Practice I
Course Advisories: SCC minimum English and math standards. A comprehensive course designed for the intercollegiate soccer athlete and for the coach of soccer. The course focuses on the theories, analyses, and application of offensive and defensive skills and strategies. Written exams and practical exams serve to evaluate the student achievement. *One hour lecture, and one to two hours activity.*

Physical Education/Health/Athletics

PE 020R Soccer Theory And Practice II <i>Course Advisories: SCC minimum English and math standards; PE 20.24A or equivalent soccer experience.</i> Continuation of PE 20.24A. A study of advanced theories of offensive and defensive strategies of competitive soccer. Students will analyze advanced offensive and defensive strategies and will develop in-depth scouting procedures. Skill exams and written exams serve to evaluate student achievement. <i>One hour lecture, and one to two hours activity.</i>	1.5 or 2.0 Units	PE 020Y Basketball Theory And Analyses II <i>Course Advisories: SCC minimum English and math standards.</i> Continuation of PE 020X. A comprehensive basketball theory course designed for coach and athlete. The course includes the advanced theories and analyses of offensive and defensive strategies and the development of the game plan using statistical data and the scouting report. Written exams and skill exams serve to evaluate student achievement. <i>Two hours lecture, one hour activity.</i>	2.0 Units
PE 020S Advanced First Aid and Emergency Care <i>Course Advisories: SCC minimum English and math standards.</i> A course designed to prepare individuals who may administer emergency care to the injured and ill. Upon successful completion of the course, students will be knowledgeable in Advanced First Aid and Emergency Care and CPR for infants, children, and adults. Required of Physical Education majors and minors. <i>Two hours lecture, one hour lab.</i>	2.0 Units	PE 048G Performance Dance Ensemble <i>Course Advisory: SCC minimum English and math standards,</i> some dance experience is advised. A performance dance ensemble class for the experienced dance student. It is advised that the student have some training in hip-hop, ballet, jazz, ethnic or other styles of dance experience. There is an opportunity for student choreography. This class gives an opportunity for public performance. Recommended for Dance/Theatre or related arts majors.	2.5 Units
PE 020V Introduction To Sport Science <i>Course Advisories: SCC minimum English and math standards.</i> A course covering the basic elements of sport sciences including: kinesiology, motor learning, biomechanics, exercise physiology, sports medicine, sport psychology and training theory. <i>Three hours lecture.</i>	3.0 Units	PE 055 Sports Medicine - Athletic Training Internship/Practicum <i>Prerequisites: PE 020H. Course Advisories: SCC minimum English and math standards.</i> Supervised volunteer athletic experience which provides students with the opportunity for immediate recognition and treatment of sports injuries. Emphasis is on taping techniques and rehabilitation which enables athletes to return to competition. (Sports Medicine). Repeatable 3 times. <i>One hour lecture, three hours weekly by arrangement.</i>	2.0 Units
PE 020W Concepts Of Physical Fitness <i>Course Advisories: SCC minimum English and math standards.</i> A comprehensive fitness course that includes the study of the human organism and its reactions to fitness and physical activity. The course focuses on the physiological adaptations, exercise training/prescriptions, nutrition, ergogenic aids, environmental factors, and the major medical and health conditions. Written exams and measurements of activity serve to evaluate student achievement. <i>Three hours lecture.</i>	3.0 Units	PE 057 Introduction to Sports Psychology <i>Course Advisories: SCC minimum English and math standards.</i> Introduction to psychological concepts, strategies and skills designed to help individuals overcome the barriers to optimal athletic performance. Skills such as imagery, goal setting, cognitive restructuring, attentional focusing, arousal regulation, and coping will be presented. With this course students establish a goal(s) and work toward it while fostering a winning environment. <i>Three hours lecture.</i>	3.0 Units
PE 020X Basketball Theory And Analyses I <i>Course Advisories: SCC minimum English and math standards.</i> Comprehensive basketball theory course designed for coach and athlete. The course includes the theories and analyses of offensive and defensive strategies, the development of the offensive and defensive game plan as it relates to statistical data, and spontaneous adjustments in offensive and defensive. Written exams serve to evaluate student achievement. <i>Two hours lecture, on hour activity.</i>	2.0 Units	PE 071 Back Care And Injury Management <i>Course Advisories: SCC minimum English and math standards.</i> A course designed for students with interest in back care or managing a back injury. Individualized and group exercises will focus on functional motor control, balance, coordination, flexibility, developmental movement, individually developed exercises and strength and endurance for students with back injuries. There will be an emphasis on encouraging independence in personal health and teaching lifelong fitness knowledge and skills. Repeatable 3 times. <i>One-half hour lecture, one and one-half or two and one-half hours activity.</i>	.5 to 1.5 Units

Physical Education/Health/Athletics

- PE 078** **1.0 or 1.5 Units**
Fit Ball Training
Course Advisories: SCC minimum English and math standards. A fitness course that utilizes fitness ball techniques that can increase strength, flexibility, endurance and lean body composition. Fitness ball exercises can help to improve and develop functionality and agility through strengthening weak muscles as well as core muscles. Students will learn to safely and effectively execute strengthening exercises for all the major muscle groups with and without hand weights, flexibility exercises and balancing exercises. Skill exams and written exams serve to evaluate student achievement.
- PE 083** **2.0 or 2.5 Units**
Fire Candidate Physical Fitness
Course Advisories: SCC minimum English and math standards. Provides lifelong fitness knowledge to gain employment with a federal, state, county, city or special district fire agency. Provides certification with the Fire Service Joint Labor Management Wellness/Fitness Initiative 'Candidate Physical Ability Test.' Repeatable 3 times. (Same as FIRE 083) *One hour lecture, and two to three hours activity.*
- PE 091** **.5 to 1.5 Units**
Adapted Back Rehabilitation
Prerequisite: Permission of Disabilities Services Counselor confirming disability. *Course Advisories: SCC minimum English and math standards.* A specialized course in back rehabilitation that includes an individualized program focusing on the specific disability of each student. Individualized and group exercises will focus on functional motor control, balance, coordination, flexibility, developmental movement, individually developed exercises and strength and endurance for students with back injuries. There will be an emphasis on encouraging independence in personal health and teaching lifelong fitness knowledge and skills. Pre-tests and post-tests (written and practical) serve to evaluate student achievement. Repeatable 3 times. *One-half hour lecture plus one-half hours or one and one-half hour or two and one-half hours activity.*
- PE 098B** **3.0 Units**
Introduction to Sports Psychology
Course Advisories: SCC minimum English and math standards. Introduction to psychological concepts, strategies and skills designed to help individuals overcome the barriers to optimal athletic performance. Skills such as imagery, goal setting, cognitive restructuring, attentional focusing, arousal regulation, and coping will be presented. With this course students establish a goal(s) and work toward it while fostering a winning environment. *Three hours lecture.*
- PE 098C** **1.0 or 1.5 Units**
Circuit Training
Course Advisories: SCC minimum English and math standards. An individualized program for achieving muscle tone while increasing strength and endurance. This course employs resistive exercises, which will improve lifetime fitness and overall body fitness. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 098E** **1.0 or 1.5 Units**
Cardio Conditioning
Course Advisories: SCC minimum English and math standards. Designed for students who desire a cardiovascular workout using a combination of equipment such as stationary bikes, ellipticals, steppers, treadmills, stairmills and rowing machines. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 098F** **1.0 or 1.5 Units**
Tai Chi
Course Advisories: SCC minimum English and math standards. An introduction to the discipline of Physical Education through Tai Chi exercises, including well-known short forms consisting of 24 postures. Basic exercise physiology, nutrition, fundamentals of strength development, flexibility and meditating concepts as related to Tai Chi and health and wellness are covered. *One-half hour lecture, one and one-half or two and one-half hours activity.*
- PE 300** **.5 or 1.0 Units**
Intramural Recreational Sports Program
A sports program designed for college and high school individuals or teams. The program offers equal competition, and an organized schedule. There may be programs which require entry fees from individuals or teams. Fees will cover the cost of officials, score-keepers, and awards. Repeatable 3 times. One or two hours activity.
- PE Special Topics**
These courses, numbered 048, 098, or 148 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.

Physical Education/Health/Athletics

Intercollegiate Athletics

The Intercollegiate Athletic Program is governed by the California Community Colleges Commission on Athletics. Solano College is a member of the Bay Valley Conference and NorCal Football Conference and participates in a number of men's and women's intercollegiate sports. To practice and participate student-athletes must present evidence from a physician that they are physically fit to participate in an intercollegiate athletic activity. To be eligible, student-athletes must be continuously enrolled in a minimum of 12 units during the semester of competition. For the second year of competition, the student-athlete must have completed 24 units between seasons of competition with a minimum of a 2.0 grade point average. All athletes must have an educational plan on file with the athletic counselor and must be enrolled in at least 9 of their 12 mandatory units toward their educational plan. Additional eligibility information may be obtained from the Athletic Director or respective Solano College coach. Each sport listed below may be repeated 2 times.

ATHL 001 **2.0 Units**

Intercollegiate Women's Volleyball

Course Advisory: SCC minimum English and math standards. A comprehensive course designed for the student athlete covering advanced intercollegiate volleyball skills. The course includes the theories and analyses of offensive and defensive strategies, skill acquisition, development of fitness skills and mental preparation for competition. **10 hours lab weekly.** Repeatable 2 times.

ATHL 002A **1.0 or 1.5 Units**

Womens Fall Intercollegiate Basketball

Course Advisory: SCC minimum English and math standards. A comprehensive course designed for the student athlete covering advanced intercollegiate basketball skills. The course includes the theories and analyses of offensive and defensive strategies, acquisition and development of physical skills, and mental preparation for competition. Repeatable 2 times. **10 hours lab weekly.** (12 week course.)

ATHL 002B **1.0 or 1.5 Units**

Women's Spring Intercollegiate Basketball

Course Advisory: SCC minimum English and math standards. A comprehensive course designed for the student athlete covering advanced intercollegiate basketball skills. The course includes the theories and analyses of offensive and defensive strategies, acquisition and development of physical skills, and mental preparation for competition. Repeatable 2 times. **10 hours lab weekly.** (9 wks course).

ATHL 003 **2.0 Units**

Intercollegiate Softball (Women)

Course Advisory: SCC minimum English and math standards. A comprehensive course designed for the student athlete covering advanced softball skills. The course includes the theories and analyses of offensive and defensive strategies, skill acquisition, development of fitness skills and mental preparation for competition. Repeatable 2 times. **10 hours lab weekly.**

ATHL 004 **2.0 Units**

Intercollegiate Women's Soccer

Course Advisory: SCC minimum English and math standards. A comprehensive course designed for the student-athlete covering advanced intercollegiate soccer skills. The course includes the theories and analysis of offensive and defensive strategies, skill acquisition, development of fitness skills and mental preparations for competition. Repeatable 2 times. **10 hours lab weekly.**

ATHL 010 **1.0 or 2.0 Units**

Intercollegiate Co-Ed Swimming & Diving

Course Advisory: SCC minimum English and math standards. A comprehensive course designed for the student athlete covering advanced intercollegiate swimming and diving skills. The course includes theories and analyses of skill acquisition, development of fitness skills and mental preparation for competition. **10 hours lab weekly.** Repeatable 2 times.

ATHL 015 **2.0 Units**

Baseball

Course Advisory: SCC minimum English and math standards. A comprehensive course designed for the student athlete covering advanced intercollegiate baseball skills. The course includes the theories and analyses of offensive and defensive strategies, skill acquisition, development of fitness skills and mental preparation for competition. **10 hours lab weekly.** Repeatable 2 times.

ATHL 016A **1.0 or 1.5 Units**

Mens Fall Intercollegiate Basketball

Course Advisory: SCC minimum English and math standards. A comprehensive course designed for the student athlete covering advanced intercollegiate basketball skills. The course includes the theories and analyses of offensive and defensive strategies, acquisition and development of physical skills, and mental preparation for competition.. Repeatable 2 times. **10 hours lab weekly.** (12 week course.)

Physical Education/Health/Athletics

ATHL 016B

1.0 Unit

Mens Spring Intercollegiate Basketball

Course Advisory: SCC minimum English and math standards. A comprehensive course designed for the student athlete covering advanced intercollegiate basketball skills. The course includes the theories and analyses of offensive and defensive strategies, acquisition and development of physical skills, and mental preparation for competition. Repeatable 2 times. *10 hours lab weekly.* (9 week course.)

ATHL 020

2.0 Units

Water Polo

Course Advisory: SCC minimum English and math standards. A comprehensive course designed for the student athlete covering advanced intercollegiate water polo skills. The course includes the theories and analyses of offensive and defensive strategies, skill acquisition, development of physical skills, and mental preparation for competition. Repeatable 2 times. *10 hours lab weekly.*

ATHL 017

2.0 Units

Football (Men)

Course Advisory: SCC minimum English and math standards. A comprehensive course designed for the student athlete covering advanced intercollegiate football skills. The course includes the theories and analyses of offensive, defensive, and kicking team strategies, acquisition and development of physical skills, and mental preparation for competition. Repeatable 2 times. *10 hours lab weekly.*

Physics

(For Physical Science-See "Science,General")

Program Description

The focus of this program is on developing an understanding of and appreciation for the basic laws of our physical universe. This is done largely through the development of conceptual understanding, problem solving skills, and laboratory investigations.

Associate in Science Degree

The Associate in Science Degree can be obtained by completing a total of 60 units, including the 29-33 unit major listed below, the general education requirements, and electives. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. Students will demonstrate analytical and/or conceptual problem solving skills.
2. Students will learn to carry out experiments and critically assess their data. Students will learn the role of hypotheses, measurement and analysis in the development of scientific theory as evidence by laboratory reports.
3. Students will learn how to write a laboratory report or give an oral presentation.

Required Courses Units

PHYS 006 Physics for Science and Engineering.	4
PHYS 007 Physics for Science and Engineering.	4
PHYS 008 Physics for Science and Engineering.	4
MATH 020 Analytic Geometry and Calculus I	4
MATH 021 Analytic Geometry and Calculus II.	4
MATH 023 Differential Equations	3

Biological Science

Course selected from the following list: 3 - 5

Biological Science: BIO 001, 002, 005,
006, 012, 014, 015, 016, 018

Physical Science

Course selected from the following list: 3-5

ASTR 010, 020, 030, 040
CHEM 001, 002, 003, 004, 010, 011
GEOG 001, 001L
GEOL 001, 002, 005
METR 010
PHSC 012

Total Units 29-33

Physics

PHYS 002 **5.0 Units**
General Physics (Non-Calculus)

Prerequisite: MATH 051 or MATH 004 with a grade of "C" or better. Course Advisory: Eligibility for ENGL 001. PHYS 002 & 004, a two-semester sequence in introductory physics using math through trigonometry, is recommended for teachers, technicians, pre-dentistry, pre-medical, and biology majors, and others who need a general physics course. It covers the study of motion, energy, momentum, gravitation, solids, fluids, thermodynamics and the gaseous state, vibration, wave motion, and sound. Experiments relating to the topics covered will be performed and students will analyze the experiments. Field trip may be required. *Four hours lecture/discussion, Three hours lab.*

PHYS 004 **5.0 Units**
General Physics (Non-Calculus)

Prerequisite: PHYS 002 with a grade of "C" or better. Course Advisory: Eligibility for ENGL 001. PHYS 002 & 004, a two-semester sequence in introductory physics using math through trigonometry, is recommended for teachers, technicians, pre-dentistry, pre-medical, and biology majors, and others who need a general physics course. A study of electricity, magnetism, light and optics, and modern physics. Students learn to analyze and solve problems appropriate for this level in these topics. Experiments relating to the topics covered will be performed and students will analyze the experiments. Field trip may be required. *Four hours lecture and Three hours lab.*

PHYS 006 **5.0 Units**
Physics For Science And Engineering

Prerequisite: MATH 021 (may be taken concurrently). Course Advisory: Eligibility for ENGL 001 and High School Physics, or PHYS 002 with a grade of "C" or better. The Physics 006,007,008 sequence is a three-semester offering in introductory physics requiring math through calculus. This sequence satisfies the lower division physics requirement for majors in physics, chemistry, geology or other physical sciences, and engineering. A study of mechanics, gravitation, vibration and fluids. Students will learn to analyze and solve problems appropriate for this level in these topics. Experiments relating to the topics covered will be performed. *Four hours lecture and three hours lab.*

PHYS 007 **5.0 Units**
Physics For Science And Engineering

Prerequisites: A grade of 'C' or better in both PHYS 006 and MATH 021. Course Advisory: Eligibility for ENGL 001. The PHYS 006,007,008 sequence is a three-semester offering in introductory physics requiring math through calculus. This sequence satisfies the lower division physics requirement for majors in physics, chemistry, geology or other physical sciences, and engineering. A continuation of PHYS 006, covering the topics of electricity, magnetism, wave motion, and sound. Students will learn to analyze and solve problems appropriate for this level in these topics. Experiments relating to the topics covered will be performed. *Four hours lecture and three hours lab.*

PHYS 008 **5.0 Units**
Physics For Science And Engineering

Prerequisites: A grade of "C" or better in both PHYS 006 and MATH 021. Course Advisory: Eligibility for ENGL 001. The Physics 006, 007, 008 sequence is a three-semester offering in introductory physics requiring math through calculus. This sequence satisfies the lower division physics requirement for majors in physics, chemistry, geology or other physical sciences, and engineering. A continuation of PHYS 006 and PHYS 007, covering heat, optics, relativity, and modern physics. Students will learn to analyze and solve problems appropriate for this level in these topics. Experiments relating to the topics covered will be performed and students will analyze the experiments. Field trip may be required. *Four hours lecture and three hours lab.*

PHYS 010 **3.0 Units**
Descriptive Physics

Course Advisories: SCC minimum English standard; MATH 330 or MATH 330B. An introductory physics course for both the non-science and the beginning science student. Includes topics such as nuclear physics, relativity, mechanics, properties of matter, quantum physics, heat, light, electricity, and magnetism. Written assignments, tests, and a comprehensive final exam will be used to evaluate student success. Field trip may be required. *Three hours lecture.*

Political Science

Program Description

This program examines the theory and practice of government and the powerful personalities that affect governmental decisions. This interplay of individual citizens, public leaders, elections, and world events make political inquiry relevant today. The program provides a broad base for the analysis of how government resolves social conflict within the United States and around the world.

Associate in Science Degree

The Associate in Arts Degree may be obtained upon completion of a total of 60 units, including the 18 unit major, general education requirements and electives. All courses for this major must be completed with a grade of "C" or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. Increase intellectual curiosity and political awareness.
2. Acquire an understanding of basic citizenship skills and requisite knowledge
3. Demonstrate competency in the SCC "Core Four" competencies
4. Expand knowledge and understanding of governmental systems and world politics. Apply political science skills to critically analyze and evaluate world governments, political movements and political change
5. Demonstrate reading, writing, and analytical skills necessary to succeed in college, to transfer to four-year institutions, and to increase career and professional opportunities.
6. Develop awareness of cultural, social, political, environmental and economic forces in the US and world and arrive at a higher level of understanding of cultural and political diversity.

Required Courses	Units
PLSC 001 Introduction to American Government and Politics	3
<i>or</i>	
PLSC 049 Political Science Honors	3
Select 15 units from the courses in Selection One	15
Total Units	18

Selection One:	
IR 001 Global Interdependence	3
PLSC 002 Introduction to Comparative Government	3
PLSC 005 Constitutional Rights in a Multicultural Society	3
PLSC 006 Basic Concepts in Political Thought	3
PLSC 016 The American Legal System	3
PLSC 019 Human Rights and Sexual Orientation	3
PLSC 048G Human Rights: A Global Perspective	3
PLSC 049 Political Science Honors 1 -	3
PLSC 050 Student Leadership 1	

PLSC 001 **3.0 Units**
Introduction to American Government and Politics
Course Advisory: ENGL 001 and SCC minimum math standard. Introduction to the theory and practice of American politics, this course includes an analysis of the operation of national, state, and local governments, as well as the U.S. and California Constitutions. *Three hours lecture.*

PLSC 002 **3.0 Units**
Introduction to Comparative Government
Course Advisories: PLSC 001; ENGL 001; SCC minimum math standard. The political institutions of selected industrialized and developing nations are examined comparatively. Emphasis is on the formation of political institutions; government; political culture; ethnic groups; citizen and interest participation; political parties; and modern bureaucratic public policy roles. *Three hours lecture.*

PLSC 005 **3.0 Units**
Constitutional Rights in a Multicultural Society
Course Advisories: PLSC 001; ENGL 001; SCC minimum math standard. Introduction to Constitutional rights, this course will highlight the impact of European, Native American, African American, Asian American, and Latino American cultures on United States and California law and government. The effect of the legislative, executive, and judicial branches will be explored. Cross-cultural issues will also be an integral part of this inquiry, including the freedom of expression, religious culture, and the politics of ethnic groups. Satisfies B or E requirements for graduation. *Three hours lecture.*

PLSC 006 **3.0 Units**
Basic Concepts in Political Thoughts
Course Advisory: ENGL 001 or ENGL 062. An inquiry into fundamental political concepts in political thought (e.g. justice, freedom, equality, power, authority, obligation and citizenship) as expressed by major political thinkers. Includes the study of basic skills, criticism, and method in political inquiry relevant to the life and education of citizens. Critical reading and writing are required. *Three hours lecture.*

Political Science

PLSC 016 The American Legal System <i>Course Advisories: PLSC 001; ENGL 001; SCC minimum math standard.</i> Introduction to the American legal system and influence of other legal systems, emphasizing the evolution of legal concepts in response to the changing environment. The American judicial system will be analyzed to include civil and criminal procedure, torts & contracts, as well as current legal issues including the death penalty, insanity defense, drugs, environmental law, right to die, forensic evidence and role of juries. <i>Three hours lecture.</i>	3.0 Units	PLSC 049 Political Science Honors <i>Prerequisites: Completion of 24 units of college credit with a minimum GPA of 3.3; a minimum of 6 units in the discipline with a grade of 'B' or better; an ability to work independently; permission of the division Dean based on instructor availability.</i> Independent study project which results in a critical examination of government, politics, or law. May be repeated to a maximum of 6 units, including initial enrollment. <i>Three to nine hours weekly by arrangement.</i>	1.0 to 3.0 Units
PLSC 019 Human Rights & Sexual Orientation <i>Course Advisory: ENGL 001.</i> An introduction to gay/lesbian studies with an analysis of a variety of concepts and theories in relation to political science, gay rights and the law, the politics of AIDS, health issues, the political/religious right, marriage and family, and current gay agenda issues. <i>Three hours lecture.</i>	3.0 Units	PLSC 050 Student Leadership <i>Course Advisories: SCC minimum English and math standards.</i> A class devoted to the practical application of the governmental process through participation in the student government program. Open to all students. Repeatable 3 times. <i>Two hours activity, one hour weekly by arrangement weekly.</i>	1.0 Unit
PLSC 048G Human Rights: A Global Perspective <i>Course Advisories:</i> Completion of ENGL 001, SCC minimum Math standards. An introduction to the developing systems, laws and norms for the promotion and the protection of human rights in the world today. This course will also provide a foundation for understanding legal, political, and economic aspects of human rights. Topics will include ideological and cultural perspectives; sources of violations; the United Nations, regional, and national systems; women's human rights; and the role of non-governmental organizations. Overall the course will be looking at prevailing concepts, institutions, rules, procedures, problems, and Human Rights potentialities. <i>Three hours lecture.</i>	3.0 Units	PLSC Special Topics These courses, numbered 048, 098, or 148 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.	

Psychology

Program Description

The psychology program provides academic instruction in basic psychological concepts, theories, terminology, and research methods, and promotes students' life skills, personal growth, and interpersonal effectiveness.

Associate in Arts Degree

The Associate in Arts Degree can be obtained by completing a total of 60 units, including the 18-unit major, general education requirements and electives. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

1. Students will demonstrate an understanding of major theories and applications of psychology.
2. Students will successfully complete required psychology (major) program courses.

Required Courses Units

PSYC 001 Introduction to Psychology	3
<i>and</i>	
PSYC 002 Biological Psychology	3
PSYC 004 Research Methods in Behavioral Science	3
<i>or</i>	
PSYC 030 Introduction to Social Psychology	3
PSYC 020 Personal and Social Behavior	3
<i>or</i>	
PSYC 005 Abnormal Psychology	3
<i>or</i>	
PSYC 034 Human Sexual Behavior	3
PSYC 010 Psychology of Woman	3
<i>or</i>	
PSYC 024 Psychology of African Americans	3
<i>or</i>	
SOCS 022 Ethnic, Racial and Minority Group Relations in Harmony and Conflict	3
One other course from the list	3
Total Units	18

Recommended Electives:

ANTH 002 Cultural Anthropology
 BIO 005 Introductory Physiology
 BIO 004 Human Anatomy
 MATH 011 Elementary Statistics
 PSYC 040 Drugs, Society & Behavior
 PSYC 049 Psychology Honors
 SOC 001 Introduction to Sociology
 SOCS 023 The African-American Family

PSYC 001 Introduction to Psychology 3.0 Units

Course Advisories: Eligibility for ENGL 001 and SCC minimum math standards. An introduction to psychology as the scientific study of human behavior and mental processes. Major topics include history of field, scientific method, sensation and perception, brain and nervous system, states of consciousness, development, learning, memory, cognition, motivation, emotion, personality, tests and measurements, health psychology, behavior disorders and treatment, and social psychology. *Three hours lecture.*

PSYC 002 Biological Psychology 3.0 Units

Course Advisories: Eligibility for ENGL 001 and SCC minimum math standards. Presents the relationship of genetic and physiological factors to behavior. Topics include neural mechanisms underlying sensory and perceptual processes, emotions, motivation, mental disorders, states of consciousness, learning and memory. *Three hours lecture.*

PSYC 004 Research Methods in Behavioral Science 3.0 Units

Prerequisites: PSYC 001 or PSYC 002 or SOC 001. Course Advisories: Eligibility for ENGL 001; MATH 011. Introduction to basic methods in the behavioral sciences. Assumptions and goals of science are considered as well as several specific research techniques or designs. The ethics of research with human and animal subjects will be covered. *Three hours lecture.*

PSYC 005 Abnormal Psychology 3.0 Units

Prerequisite: PSYC 001. Course Advisories: ENGL 062, eligibility for ENGL 001, and SCC minimum math standard. Theoretical approaches to the explanation of psychological disorders. Survey of selected disorders in DSM IV, including psychoses, anxiety disorders, and depression. Survey of major therapeutic methods. *Three hours lecture.*

Psychology

- PSYC 006** **3.0 Units**
Developmental Psychology
Course Advisories: Eligibility for ENGL 001, SCC minimum Math standard, and Psychology 001. The course is a study of development from the prenatal period through the lifespan. Emphasis will be on current theories and research in developmental psychology. Physical, cognitive, social-emotional, intellectual and linguistic aspects of development will be examined. Included are influences of family, society and culture. This course does not fulfill the lifespan requirement for the nursing major. *Three hours lecture.*
- PSYC 010** **3.0 Units**
Psychology of Women
Course Advisory: PSYC 001. Study of contemporary women from a biological, psychological and sociological perspective. Theory and research pertaining to female development will be presented and critically examined. Open to all students. *Three hours lecture.*
- PSYC 020** **3.0 Units**
Personal and Social Behavior
Course Advisories: SCC minimum English and math standards. Study of human behavior in the process of adjusting to life's changes. The emphasis is on normal and abnormal adaptations to the various challenges which life presents. Issues related to the major schools of thought and their views towards a healthy personality effective and ineffective behavior, behavioral disorders, psychotherapy, relationship, careers and personal growth. *Three hours lecture.*
- PSYC 024** **3.0 Units**
Psychology of African Americans
Course Advisory: SCC minimum English standard. Examination of the principles and findings of psychology as they relate to the behavior and experience of African Americans. Emphasis upon theories and dimensions of personality, self-concept, normality, and the psychological effects of racism. *Three hours lecture.*
- PSYC 030** **3.0 Units**
Introduction to Social Psychology
Course Advisories: PSYC 001; Eligibility for ENGL 001 and SCC minimum math standard. This course will explore how thoughts, feelings, and behavior of individuals are influenced by the actual, imagined, or implied presence of others. Focus will be on the social factors that influence human behavior; other people, institutions, situations and the social and physical structures people have created. A review of the various perspectives unique to social psychologists and a variety of classical research in social psychology will be studied. *Three hours lecture.*
- PSYC 034** **3.0 Units**
Human Sexual Behavior
Course Advisory: SCC minimum English standard. Objective exploration of the various issues pertaining to human sexual behavior from the perspective of the behavioral and social sciences. Some of the major topics to be discussed include history of sexuality, attitudes, behaviors, life styles, psychosexual development, role and identity, sexual dysfunctions, therapy and treatment. *Three hours lecture.*
- PSYC 040** **3.0 Units**
Drugs, Society and Behavior
Course Advisories: Eligibility for ENGL 001 and SCC minimum math standard. The course will cover the historical, sociological, psychological, physiological, pharmacological and legal aspects of drugs. Emphasis will be placed on the effects of stimulants, sedative-hypnotics, narcotics, hallucinogens, alcohol, marijuana and inhalants. Various education, prevention and treatment approaches will be discussed. *Three hours lecture.*
- PSYC 049** **1.0 to 3.0 Units**
Psychology Honors
Prerequisites: Completion of 24 units of college credit with a minimum GPA of 3.3; a minimum of 5 units in the discipline with a grade of 'B' or better; an ability to work independently; permission of the division Dean based on instructor availability. Independent study designed for honor students who intend to major in psychology. Repeatable 3 times. *Three to nine hours weekly by arrangement.*
- PSYC Special Topics**
These courses, numbered 048, 098, or 148 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.

Real Estate

(For Reading-See "English")

Program Description

This program offers courses needed to qualify for the state of California salesperson license examination as well as for the broker's examination. A full range of real estate courses is offered including real estate finance, appraisals, etc. The courses are taught by qualified real estate professionals.

Certificate of Achievement and Associate in Science Degree

A Certificate of Achievement can be obtained by completing the 24-unit major. The Associate in Science degree can be obtained by completing 60 units, including the major, general education requirements, and electives. The major consists of 18 units selected from the courses listed below plus 6 units selected from the list of recommended electives which have been approved by the California Department of Real Estate. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete the Certificate of Achievement/Associate Degree will be able to:

1. Analyze common real estate problems, apply appropriate solutions, and interpret outcomes.
2. Meet career preparation goals, as well as prepare for a state licensing exam.
3. Explain the process for making home purchase or sale decisions and completing real estate transactions.
4. Students will demonstrate mastery of program-specific concepts and skills. (e.g. understand theory and application in real estate finance, investments, property management and financial institutions).

Required Courses	Units
RE 164 * Real Estate Principles	*3
RE 171 Real Estate Economics	3
or	
ECON 001 Principles of Economics (Macroeconomics)	3
or	
ECON 002 Principles of Economics (Microeconomics)	3
RE 172 Real Estate Practice	3
RE 173 Legal Aspects of Real Estate	3
RE 174 RE Finance	3
RE 175 Principles of Appraisal	3
Electives selected from the list of Recommended Electives	6
Total Units	24

Select 6 from this list of Recommended Electives:

ACCT 001 Principles of Accounting - Financial
 BUS 018 Legal Environment of Business
 RE 176 Advanced Residential Appraisal Practice
 RE 177 Income Property Appraisal and Analysis

**Not required for those holding Real Estate Sales License*

RE 164 **3.0 Units**
Real Estate Principles
Course Advisory: SCC minimum English and math standards. Study of the characteristics of real estate from physical, legal, and economic standpoints. Course material is designed to assist those preparing for the real estate salespersons and brokers license examination. *Three hours lecture.*

RE 171 **3.0 Units**
Real Estate Economics
Course Advisories: SCC minimum English and math standards. Study of the economic aspects of real estate and their effects on real estate markets, urban growth and finance. Particular emphasis is made on governmental and agency controls on development of regional and local areas, past and future. *Three hours lecture.*

RE 172 **3.0 Units**
Real Estate Practice
Course Advisories: SCC minimum English and math standards. A comprehensive study of the techniques used to successfully operate a real estate business. Includes office management administration, in-service training of associate licensees, legal and statutory compliance, and agency and other oversights. Designed for students needing course for continuing education as required by the Department of Real Estate. *Three hours lecture.*

RE 173 **3.0 Units**
Legal Aspect of Real Estate
Course Advisories: SCC minimum English and math standards. Comprehensive study and analysis of California law as applied to the legal problems involved in real estate transactions. Includes contract, agency, and finance devices. *Three hours lecture.*

Real Estate

RE 174

Real Estate Finance

Course Advisories: SCC minimum English and math standards. Comprehensive study and analysis of money markets, interest rates, and financing as applied to real estate transactions. *Three hours lecture.*

3.0 Units

RE 175

Principles of Appraisal

Course Advisories: SCC minimum English and math standards. Entry level appraisal course introducing students to basic appraisal principles, and the Uniform Standards of Professional Appraisal Practice. Content includes: Influences on value, legal considerations, economic principles, real estate markets and analysis, valuation process, property description, highest and best use analysis, appraisal statistics, sales comparison and cost approaches to value. *Three hours lecture.*

3.0 Units

RE 176

Advanced Residential Appraisal Practice

Prerequisite: RE 175. Course Advisories: SCC minimum English and math standards. Advanced appraisal course covering the principles, procedures and techniques needed to appraise all types of residential properties up to four units. The contents include: Review of basic appraisal principles, use of all Federal National Mortgage Association (FNMA) forms, basic income and expense estimating, gross rent multipliers, appraisal ethics and the Uniform Standards of Professional Appraisal Practice (USPAP). Student will appraise a custom home, a condominium and a small income residential property. *Three hours lecture.*

3.0 Units

RE 177

Income Property Appraisal and Analysis

Prerequisite: RE 175. Advanced appraisal course covering the principles, procedures and techniques needed to appraise commercial property, including large apartment buildings. The course content will include review of basic appraisal principles, income and expense estimating, operating expense ratios, direct capitalization, cash flow estimates, measures of cash flow and discounted cash flow analysis. The use of financial calculator will be required. *Three hours lecture.*

3.0 Units

Science, General

Program Description

This program is designed to provide students with a basic science background, preparing them to move into a curriculum at a four-year institution leading to a degree in such fields as chemistry, biology, physics, geology, or health sciences. This program is a path for immediate entry into science-based technology careers.

Associate in Science Degree

The Associate in Arts Degree can be obtained by completing a total of 60 units, including a minimum of 18 units in the major, the general education requirements, and electives. The major consists of courses selected from the lists below and must include twelve (12) units in courses with laboratory work and at least one course in each of the areas Biological Science and Physical Science. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

1. Students will demonstrate analytical and/or conceptual problem solving skills.
2. Students will learn to carry out experiments and critically assess their data. Students will learn the role of hypotheses, measurement and analysis in the development of scientific theory as evidence by laboratory reports.
3. Students will learn how to write a laboratory report or give an oral presentation.

Biological Science

BIO 001 * Principles of Organismal Biology
BIO 002 * Principles of Cell and Molecular Biology
BIO 005 * Introductory Physiology
BIO 004 * Human Anatomy
BIO 012 Environmental Science
BIO 012L * Environmental Science Laboratory
BIO 014 Principles of Microbiology
BIO 015 * Introduction to Biology
BIO 016 Introduction to Human Biology
BIO 018 Biology of Sex
BIO 019 * Marine Biology
ANTH 001 Physical Anthropology

Physical Science

ASTR 010 General Astronomy
ASTR 020 * Astronomy Laboratory
ASTR 030 The Solar System
ASTR 040 Stars, Galaxies, and Cosmology
CHEM 001 * General Chemistry
CHEM 002 * General Chemistry
CHEM 003 * Organic Chemistry I
CHEM 004 * Organic Chemistry II
CHEM 010 * Intermediate Chemistry
CHEM 011 * Basic Organic Chemistry and Biochemistry
CHEM 051 Chemistry for the Health Sciences
GEOG 001 Physical Geography
GEOG 001L * Physical Geography Laboratory
GEOL 001 Physical Geology
GEOL 002 * Geology Laboratory
GEOL 005 Geology of California
METR 010 Elements of Meteorology
PHSC 012 * Introduction to Principles of Physical Science
PHYS 002 * General Physics (Non-calculus)
PHYS 004 * General Physics (Non-calculus)
PHYS 006 * Physics for Science and Engineering
PHYS 007 * Physics for Science and Engineering
PHYS 008 * Physics for Science and Engineering
PHYS 010 Descriptive Physics
**Laboratory Class*

Science, General

Anthropology

ANTH 001 3.0 Units

Physical Anthropology

Course Advisory: SCC minimum English standard. An introduction to physical anthropology covering evolutionary theory, human disease and genetics, human variation and adaptation, primatology, primate and hominid evolution. *Three hours lecture.*

ANTH 002 3.0 Units

Cultural Anthropology

Course Advisory: SCC minimum English standard. Introduction to the study of human culture, with an emphasis on the changing relations between individual people, families, and other social groups, and various types of social inequality. We will also study cultural institutions from around the world, such as religion and magic, political and economic change, varieties of art forms, and the cultural future. *Three hours lecture.*

ANTH 007 3.0 Units

Prehistoric Archaeology

Course Advisory: SCC minimum English and math standards. An introduction to the theories and methods of anthropological archaeology, with an emphasis on and an overview of prehistory. This course will stress the evolution of social systems and technology. Case studies from around the world will illustrate the various ways archaeology deciphers past behavior. *Three hours lecture.*

ANTH 049 2.0 Units

Anthropology Honors

Prerequisites: Completion of 24 units of college credit with a minimum GPA of 3.3; a minimum of 5 units in the discipline with a grade of "B" or better; an ability to work independently; and permission of the Division Dean based on instructor availability. Open to students qualified to do advanced work in the field. The program may include research, directed reading, field work, or other advanced study. Repeatable 1 time. *Six hours weekly by arrangement.*

Astronomy

ASTR 010 3.0 Units

General Astronomy

Course Advisories: Eligibility for ENGL 001; SCC minimum math standard. An introductory study of the universe, including the properties and evolution of galaxies, stars, pulsars, black holes, quasars, the sun, planets, and life in the universe. Field trip may be required. *Three hours lecture.*

ASTR 020 1.0 Unit

Astronomy Laboratory

Prerequisites: ASTR 010, 030, or 040 (they may be taken concurrently). *Course Advisory: SCC Minimum Math standard, Eligibility for ENGL 001.* Students will gain familiarity with the sky, telescopes, and other astronomical equipment. They will do experiments in Physics related to Astronomy. Topics will cover the moon, planets, stars, galaxies, and cosmology. Field trips may be required. *Three hours lab.*

ASTR 030 3.0 Units

The Solar System

Course Advisories: Eligibility for ENGL 001; SCC minimum math standard. An introductory study of solar system astronomy, the physics related to that astronomy, the planets and their moons, the sun, solar system debris, and the possibility of extraterrestrial life. Field trips may be required. *Three hours lecture.*

ASTR 040 3.0 Units

Stars, Galaxies, And Cosmology

Course Advisories: Eligibility for ENGL 001; SCC minimum math standard. An introductory study of stars, galaxies, the universe, and the physics related to these topics. This includes an examination of the facts relating to the sun, stellar lifetimes, supernovae, black holes, and cosmology. Field trip may be required. *Three hours lecture.*

Geography

GEOG 001 3.0 Units

Physical Geography

Course Advisory: SCC minimum English standard. An introductory study of Earth's natural environment. The course includes a detailed analysis of weather, geologic landforms, climate, natural vegetation, the oceans and other natural environmental elements. Special emphasis is given to the human impact on the environment. Field trips may be required. *Three hours lecture.*

GEOG 001L 1.0 Unit

Physical Geography Laboratory

Prerequisite: GEOG 001 (may be taken concurrently). *Course Advisory: SCC minimum English and math standards.* A lab course to supplement GEOG 001 (Physical Geography). Emphasis will be placed on using the skills and tools of modern physical geography and analyzing and interpreting geographic data. Maps, aerial photographs, satellite images, weather instruments and computer analysis are stressed. One or more field trips are required and may occur outside of class time. *Three hours lab.*

Science, General

GEOG 002 **3.0 Units**
Cultural Geography
Course Advisory: Eligibility for ENGL 001. Introduction to humans and their impact on the land. This course includes a detailed evaluation of man's cultural world with special emphasis given to man's religions, political states, population problems, and economic systems. A field trip may be required. However, if the student cannot attend the field trip, there will be an optional research paper assignment. *Three hours lecture.*

GEOG 004 **3.0 Units**
World Geography
Course Advisory: Eligibility for ENGL 001. Geographic study of the world's major regions. Special emphasis is given to the major problems confronting humanity in these regions including an analysis of population growth, hunger and poverty, modification and destruction of the natural environment, and natural resource and energy problems. A field trip may be required with the course. However, if a student cannot attend the trip, there will be an optional research paper assignment. *Three hours lecture.*

GEOG 006 **3.0 Units**
California Geography
Course Advisory: Eligibility for ENGL 001. Catalog Description: This course examines the diversity in the physical and human landscapes of California. Major topics in the physical landscape include geology, biogeography, weather/climate, and hydrology; while the human landscape component includes culture, population issues, urbanization, and economics. A field trip is required. *Three lecture hours.*

GEOG 010 **3.0 Units**
Introduction to Geographic Information Systems
Course Advisory: SCC minimum English and math standards. Eligibility for ENGL001. Basic computer literacy is recommended. Provides an in-depth introduction to the fundamentals of Geographic Information Systems (GIS). The course will include an introduction to basic cartographic principles including map scales, coordinate systems, and map projections. Various applications of GIS technology used in science, business, and government will also be presented. Specific topics covered in lectures will include an understanding of GIS terminology, raster and vector data structures, data sources and accuracy, methods of data acquisition, conversion and input, requirements for metadata, working with spatial data databases, and spatial analysis. The above topics will be reinforced in the laboratory with hands-on experience. Same as GEOL 010. Not open to students who have completed GEOL 010. *Two hours lecture, three hours lab.*

GEOG 060 **3.0 Units**
Advanced Geographic Information Systems
Prerequisite(s): GEOG 010 or GEOL 010 with a grade of "C" or better. Course Advisory: SCC minimum English and math standards; Basic computer literacy is desirable. Application of advanced analytical techniques of geographic information systems (GIS) to manipulate, analyze and predict spatial patterns. Students will work on individual projects to learn the issues involved in managing and representing spatial information. *Two lecture hours and 3 lab hours.*

GEOG 061 **3.0 Units**
Introduction to Global Positioning Systems
Course Advisory: SCC minimum English and math standards; Basic computer literacy is desirable. An introduction to the Global Positioning System (GPS). Development of the GPS, operational characteristics, limitations, potential errors and applications will be covered. Activities with GPS receivers will be required. This course will prepare students for advanced course work in the GPS or for course work in Geographic Information Systems. *Two lecture hours and 3 lab hours.*

GEOG 062 **3.0 Units**
Advanced Global Positioning Systems
Prerequisite(s): GEOG 061 with a grade of "C" or better. Course Advisory: SCC minimum English and math standards; Basic computer literacy is desirable. An advanced course on the Global Positioning System (GPS). Advanced topics including data dictionaries, differential GPS and linking GPS to Geographic Information Systems will be covered. This course will prepare students for additional studies in specific applications of GPS or for course work in Geographic Information Systems. In addition, skills obtained in this course may allow students to seek employment in the spatial science field. *Two lecture hours and 3 lab hours.*

Geology

GEOL 001 **3.0 Units**
Physical Geology
Course Advisories: Eligibility for ENGL 001 and SCC minimum math standard. Presents a study of the composition of the earth and the processes responsible for its present characteristics. Topics covered include plate tectonics, rocks and minerals, volcanism, metamorphism, sedimentation, weathering, erosion, landforms, earthquakes, glaciers, mineral resources. Field trips may be taken to areas of geological interest. A written research project, tests, and a comprehensive final examination will be used to evaluate student success. This course satisfies the physical science requirements for colleges and universities. Online work may be required. *Three hours lecture.*

Science, General

GEOL 002

1.0 Unit

Geology Laboratory

Prerequisites: GEOL 001 or 005 (either may be taken concurrently). Course Advisories: SCC minimum English and math standards. Topics include the identification of rocks and minerals as hand specimen and the study of geologic maps, landforms, and structures. Field trips will be taken to areas of geologic interest. Laboratory projects, written assignments and reports, and examinations will be used to evaluate student success. *Three hours lab and discussion, plus field trips by arrangement.*

GEOL 005

3.0 Units

Geology Of California

Course Advisories: Eligibility for ENGL 001 and SCC minimum math standard. An introductory course on the geology of California covering its geologic provinces, minerals (including gold), rocks, geologic hazards including earthquakes, and the development of scenic landscapes. Field trips will be taken to areas of geologic interest. A field trip report will be required. If the student cannot attend the trip, they will have a research paper option. *Three hours lecture.*

GEOL 010

3.0 Units

Introduction To Geographic Information Systems

Course Advisories: SCC minimum English and math standard. Eligibility for ENGL001. Basic computer literacy is desirable. Provides an in-depth introduction to the fundamentals of Geographic Information Systems (GIS). The course will include an introduction to basic cartographic principles including map scales, coordinate systems, and map projections. Various applications of GIS technology used in science, business, and government will also be presented. Specific topics covered in lectures will include an understanding of GIS terminology, raster and vector data structures, data sources and accuracy, methods of data acquisition, conversion and input, requirements for metadata, working with spatial data databases, and spatial analysis. The above topics will be reinforced in the laboratory with hands-on experience. Same as GEOG 010. Not open to students who have completed GEOG 010. *Two hours lecture, three hours lab.*

GEOL 049

1.0 to 3.0 Units

Geology Honors

Prerequisite(s): Completion of 24 units of college credit with a minimum GPA of 3.0; completion of GEOL 001, GEOL 005, or GEOL 010 with a grade of "B" or better; an ability to work independently; and permission of the Division Dean based on instructor availability. Course Advisory: Eligibility for ENGL 001. Requires students to engage in an independent student project. The project may be a laboratory or field study or a library study that leads to a thesis. In all cases, the final written product should show integration and synthesis of ideas. This project requires the approval of a faculty member sponsor. *Three to nine hours weekly by arrangement.*

Meteorology

METR 010

3.0 Units

Elements Of Meteorology

Course Advisories: Eligibility for ENGL 001; SCC minimum math standard. A non-technical introduction to the science of meteorology and weather processes. Quizzes and tests and a comprehensive final exam will be used to evaluate student success. *Three hours lecture.*

Physical Science

PHSC 012

4.0 Units

Introduction to the Principles of Physical Science

Course Advisories: Eligibility for ENGL 001; SCC minimum math standard. An introduction to the physical universe from atomic particles to the stars, with emphasis on the basic principles of physics, chemistry, astronomy, and the geosciences. This is a general education course in the physical science area for non-science majors that satisfies the physical science requirement for most universities and colleges. Field trips may be required. *Three hours lecture, three hours lab.*

PHSC 048

3.0 Units

Special Topics In Physical Science

These courses, numbered 048 or 098 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.

Social Sciences

Program Description

This program offers students the opportunity to study aspects of the human experience and the intricate relationship among them.

Associate in Arts Degree

The Associate in Arts Degree can be obtained by completing a total of 60 units, including the 18 unit major, general education requirements and electives. The 18 unit major is composed of courses selected from six subject areas shown below. All courses for this major must be completed with a grade of "C" or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. Be aware of the social and cultural aspects of human behavior.
2. Understand the relationship between individual/self, society and others
3. Demonstrate understanding regarding diverse individuals and groups in society.
4. Understand diverse groups and the social and cultural aspects of relationships
5. Think, read, and write critically with respect to the social sciences.
6. Apply the knowledge and skills to life experience, including employment, social and individuals.
7. Understand the purpose and value of social sciences across the curriculum.
8. Major in the Social Science field.

Required Courses Units

ANTH 001 Physical Anthropology	3
<i>or</i>	
ANTH 002 Cultural Anthropology	3
ECON 001 Principles of Economics (Macroeconomics) . . .	3
GEOG 001 Physical Geography	3
<i>or</i>	
GEOG 002 Cultural Geography	3
<i>or</i>	
GEOG 004 World Geography	3
Any History OR American Studies Course	3
PLSC 001 Introduction to American Government and Politics	3
<i>or</i>	
PLSC 006 Basic Concepts in Political Thought.	3
<i>or</i>	
PLSC 016 The American Legal System	3
PSYC 001 Introduction to Psychology	3
<i>or</i>	
SOC 001 Introduction to Sociology	3
<i>or</i>	
Any Social Science Ethnic Studies course that is not used to complete the above.	3
Total Units	18

Social Sciences

SOCS 022 3.0 Units
Ethnic, Racial, & Minority Grp Relations in Harmony & Confl

Course Advisory: SCC minimum English standard. Examination of the historical, economic, psychological, and sociological aspects of majority-minority group relationships (ethnic, racial and gender) in the United States and selected cross-cultural situations. *Three hours lecture.*

SOCS 023 3.0 Units
The African-American Family

Course Advisories: Eligibility for ENGL 001 and SCC minimum math standard. Analyze theory and research dealing with the modern African-American family, its structure, and functions. Course survey will include an examination of the historical changes, differing family patterns, and influences of contemporary society as it impacts the African-American family. Social policies will also be examined. *Three hours lecture.*

SOCS 025 3.0 Units
Mexican-American Experience

Course Advisory: SCC minimum English standard. Interdisciplinary examination of the historical, economic, psychological, and sociological aspects of the Mexican-American experience. *Three hours lecture.*

SOCS 026 3.0 Units
Filipino-American Experience

Course Advisory: SCC minimum English standard. Interdisciplinary examination of the historical, economic, political, and sociological aspects of the Filipino-American experience in the United States. Emphasis on various problems of assimilation. *Three hours lecture.*

SOCS 027 3.0 Units
Native American Experience

Course Advisories: ENGL 001; SCC minimum math standard. Introduction to the diverse cultures of the Native American people of North, Central and South America. Emphasis is on Native American voices in the expression of cultural views and in the experience of conflicting values. *Three hours lecture.*

SOCS 028 3.0 Units
Introduction to African Studies

Course Advisories: Eligibility for ENGL 001 and SCC minimum math standard. Introduction to African studies, including African history, political development, culture and literature, economic issues and Africa's role in world affairs. *Three hours lecture.*

SOCS 030 3.0 Units
Peace, Non Violence and Conflict Resolution

Course Advisories: Eligibility for ENGL 001. Introduces the student to the study of peace, non violence and peaceful conflict resolution. The course is designed for students interested in the fundamental issues of peace, justice and conflict resolution in our society. It offers students an opportunity to reflect on the peace writings of both past and contemporary authors and is an examination of justice, peace and peacemakers, in the U.S. and worldwide. *Three hours lecture.*

SOCS 049 1.0 to 3.0 Units
Social Science Honors

Prerequisites: Completion of 24 units of college credit with a minimum GPA of 3.3; a minimum of 5 units in the discipline with a grade of 'B' or better; an ability to work independently; permission of the division Dean based on instructor availability. Independent study designed for honor students who intend to major in social sciences. Repeatable 3 times. *Three to nine hours weekly by arrangement.*

SOCS 051 3.0 Units
Mediation

Course Advisories: Eligibility for ENGL 001. Introduces the student to the study of Mediation. This course is designed to provide students with the framework and analytical skills needed to conduct mediation. Emphasis is placed on the mediation process, the role of the mediator, communication skills and listening skills and the human dynamics of conflict. Mediation is a process by which parties submit their dispute to a neutral third party who works with them to reach a mutually agreeable settlement of their dispute. This course is beneficial for those persons pursuing Human Services, Business, Social Services, Speech and other majors that require analytical communication skills. The mediators role is to assist disputing parties in reaching peaceful resolutions to conflict. *Three hours lecture.*

SOCS 053 3.0 Units
Civil Rights, Non- Violence and Race Relations

Course Advisory: SCC minimum English and math standards. The Civil Rights Movement is one of the most significant sources of social change in the United States during the 20th century. This is a travel study course that will analyze the structure and dynamics of the Civil Rights Movement from a Social Science perspective. Students will be required to pay for the cost of travel. Repeatable 3 times. (2 wks course)

Special Topics

These courses, numbered 048 or 098 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcement of Special Topics courses appear in the Schedule of Classes.

Sociology

Program Description

Sociology is the study of society and human behavior. Students who obtain a degree in Sociology gain a fundamental understanding of culture, socialization, inequality, racial and ethnic relations, sex roles, deviance, social issues and problems, and the distribution of political and economic power. Sociology students prepare themselves for a job in the field of business, health, education, criminal justice, government/law, or social service, and a variety of other areas.

Associate in Arts Degree

The Associate in Arts Degree can be obtained by completing a total of 60 units, including the 18 - 19-unit major, general education requirements and electives. The 18 - 19-unit major is composed of courses selected from the three (3) subject areas shown below. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. Students will have a basic knowledge of the history of the development of sociology as a separate discipline.
2. Students will become more aware of cultural, social, political, environmental, and economic forces within the world they live.
3. Students will be able to critically think, in addition to increasing their reading, writing and basic research skills.

Required Courses	Units
SOC 001 Introduction to Sociology	3
SOC 002 Social Issues and Problems	3
PSYC 004 Research Methods in Behavioral Science	3
Select six units from Selection One	6
Select at least three units from Selection Two	3 - 4
Total Units	18 - 19

Selection One: Select 6 units from the following:

SOC 023 Sociology of African Americans	3
SOC 040 Sociology of the Family	3
SOC 045 Sociology of Religion	3
SOC 075 Introduction to Sociology of Sport	3

Selection Two: Select at least 3 units from the following:

ANTH 002 Cultural Anthropology	3
MATH 011 Elementary Statistics	4
PLSC 019 Human Rights and Sexual Orientation	3
PSYC 030 Introduction to Social Psychology	3
SOCS 022 Ethnic, Racial and Minority Group Relations in Harmony and Conflict	3

Recommended Electives:

ENGL 036 Multi-Ethnic Literature in America
ENGL 012 Modern Women Writers
GEOG 002 Cultural Geography
HUDV 052 Issues In Aging
IR 001 Global Interdependence
PHIL 001 Introduction to Critical Thinking and Reasoning
SOCS 030 Peace, Non Violence and Conflict Resolution
SOC 049 Sociology Honors

Sociology

Associate in Arts in Sociology for Transfer

Program Description

Sociology is the study of society and human behavior. Students who obtain a degree in Sociology gain a fundamental understanding of culture, socialization, inequality, racial and ethnic relations, sex roles, deviance, social issues and problems, and the distribution of political and economic power. Sociology students prepare themselves for a job in the field of business, health, education, criminal justice, government/law, or social service, and a variety of other areas.

Associate in Arts in Sociology for Transfer

The Associate in Arts for Transfer (AA-T) in Sociology is intended for students who plan to complete a bachelor's degree in Sociology at a CSU campus. Students completing this degree (AA-T in Sociology) are guaranteed admission to the CSU system, but not to a particular campus or major.

To earn this AA-T degree, student must:

1. Complete the following 18-19 unit major requirements with grades of C or better
2. Complete a minimum of 60 CSU-transferable semester units with a minimum grade point average of 2.0
3. Complete either the California State University General Education Breadth pattern (CSU, GE), which requires 39 units, or the Intersegmental General Education Transfer Curriculum (IGETC), which requires 34-39 units. Students are not required to complete Solano Cross-Cultural Studies requirement.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. To prepare students to become more aware of cultural, social, political, environmental, and economic forces within the world they live.
2. To help students to raise their ethnic consciousness to a higher level of understanding and acceptance.
3. To educate the students' skills in critical thinking, reading and writing.
4. To improve the students' skills cited above to provide an excellent base for transfer and success at four-year institutions.

Required Courses Units

SOC 001 Introduction to Sociology	3
Select 6-7 units from Area 1:	6 - 7
Select 6 units from Area 2:	6
Select 3 units from Area 3:	3

Area 1 - Select 6-7 units from the following: Units

SOC 002 Social Issues and Problems	3
PSYC 004 Research Methods in Behavioral Science	3
MATH 011 Elementary Statistics	4

Area 2 - Select 6 units from the following: Units

SOC 030 Introduction to Social Psychology	3
SOC 040 Sociology of the Family	3
SOCS 022 Ethnic, Racial and Minority Group Relations in Harmony and Conflict	3

Area 3 - Select 3 units from the following: Units

SOC 045 Sociology of Religion	3
SOC 075 Introduction to Sociology of Sport	3
SOC 049 Sociology Honors 1 -	3
SOCS 030 Peace, Non Violence and Conflict Resolution	3

Total Units 18 – 19

Sociology

SOC 001 3.0 Units

Introduction to Sociology

Course Advisory: Eligibility for ENGL 001. Introduction to sociology with analysis of a variety of concepts and theories in relation to culture, socialization, social inequality, race relations, sex roles, deviance, and the distribution of political and economic power. *Three hours lecture.*

SOC 002 3.0 Units

Social Issues and Problems

Course Advisories: SOC 001, Eligibility for ENGLISH 001. Analysis of selected social problems, including race relations, urban decay, suburban sprawl, crime, population problems, environment, and changes in the familial, economic and political institutions. *Three hours lecture.*

SOC 023 3.0 Units

Sociology of African Americans

Course Advisories: SOC 001 or SOC 022; Eligibility for ENGL 001. An introductory sociological study of African Americans. Emphasis will be on culture, community, social institutions, social relationships and social problems. *Three hours lecture.*

SOC 030 3.0 Units

Introduction to Social Psychology

Course Advisories: PSYC 001; Eligibility for ENGL 001 and SCC minimum math standard. This course will explore how thoughts, feelings, and behavior of individuals are influenced by the actual, imagined, or implied presence of others. Focus will be on the social factors that influence human behavior; other people, institutions, situations and the social and physical structures people have created. A review of the various perspectives unique to social psychologists and a variety of classical research in social psychology will be studied. *Three hours lecture.* (same as PSYC 030)

SOC 040 3.0 Units

Sociology of the Family

Course Advisories: SOC 001 and Eligibility for ENGLISH 001. A comparative cultural view of the family, the history of the family and its present role in our society with special emphasis on kinship relations, sex roles, ethnic variations of the family and alternative family styles. *Three hours lecture.*

SOC 045 3.0 Units

Sociology of Religion

Course Advisory: Eligibility for ENGL 001. An introduction to the sociological study of religion in the United States, with an emphasis on the origins of religion, theoretical perspectives on religion, religious conflict, and the future of religion. This course also covers the absence of religion and alternative forms of religion. *Three hours lecture.*

SOC 049 1.0 to 3.0 Units

Sociology Honors

Prerequisites: Completion of 24 units of college credit with a minimum GPA of 3.3; a minimum of 5 units in the discipline with a grade of 'B' or better; an ability to work independently; permission of the division Dean based on instructor availability. Independent study designed for honor students who intend to major in sociology. Repeatable 3 times. *Three to nine hours weekly by arrangement.*

SOC 075 3.0 Units

Introduction to Sociology of Sport

Course Advisories: SCC minimum English and math standards; SOC 001. *Sociology of Sport examines the nature, position, functions, and growing importance of sports in contemporary industrial society.* Particular emphasis is given to the relationships between structure, variety, and extent of sports activity and other sectors of society, such as schools, churches, and the work place. *Three hours lecture.*

SOC Special Topics

These courses, numbered 048, 098, or 148 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.

Theatre Arts

Program Description

This program is designed to provide a foundation in theater arts for the student who wishes to enter the entertainment industry. Students may choose from two emphasis areas —Acting and Technical.

Associate in Arts Degree

The Associate in Arts Degree in Theatre Arts can be obtained by completing a total of 60 units, including the 18-unit major in one of the emphasis areas listed below, the general education requirements, and electives. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete an Associate Degree will be able to:

1. Read and analyze written materials for context, theme and dramatic intent.
2. Demonstrate comprehension of vocal and physical performance techniques.
3. Demonstrate comprehension of technical and artistic production elements including
4. Stagecraft, scenery, costumes, lighting and sound.

Acting Emphasis Units

THEA 003 Stagecraft	3
THEA 004 Stage Movement	2
THEA 010 History of Theatre 1	3
THEA 011 History of Theatre 2.....	3
Select seven units from Selection One or if selecting THEA 001 and THEA 002, you must select one unit from any course in Selection Two.	7
Total Units	18

Selection One: Select seven units in the following:

THEA 033 Actor Training 4.....	7
<i>or</i>	
THEA 001 Principles and Theory of Acting	3
<i>and</i>	
THEA 002 Principles and Theory of Acting	3

Selection Two: One unit in any of the following: Units

THEA 005 Applied Drama 2 -.....	3
THEA 047 Technical Production 1 -.....	3

Technical Emphasis

Units	
THEA 001 Principles and Theory of Acting	3
THEA 003 Stagecraft	3
THEA 010 History of Theatre 1	3
THEA 011 History of Theatre 2.....	3
THEA 020 Lighting.....	3
THEA 047 Technical Production.....	3
Total Units	18

Recommended Elective:

THEA 013 Diversity in American Theatre: A Contemporary Focus

Theatre Arts

THEA 001 Principles and Theory of Acting <i>Course Advisory: SCC minimum English standard.</i> Fundamentals of acting are presented and training is given in acting mechanics, pantomime, improvisation, and oral interpretation based on the comparison and analysis of plays and short scenes. <i>Three hours lecture.</i>	3.0 Units	THEA 007 Directing <i>Course Advisory: Eligibility for ENGL 001.</i> Introduction to the theory and practice of play direction which will culminate in the first-hand direction of a one-act play, to be publicly performed, in which all of the requisite directorial elements are synthesized. <i>Two hours lecture, three hours lab.</i>	3.0 Units
THEA 002 Principles and Theory of Acting <i>Prerequisite: THEA 001. Course Advisory: Eligibility for ENGL 001.</i> Presents the fundamentals of acting in greater depth, with emphasis placed on specific style of acting and the interpretation of structure, form, and style of plays as they relate to characterizations. <i>Three hours lecture.</i>	3.0 Units	THEA 008 Stage Make-Up <i>Course Advisory: SCC minimum English standard.</i> Instruction, practice, and application of techniques of stage make-up. Emphasis is placed on role analysis as a basis for make-up design, principles of light and shade as they relate to the creation of youth and aging effects, integration and application of the principles of color usage as they relate to stage lighting and costumes. Also included is a study and comparison of various types of make-up and equipment, development of a make-up kit, special effects, the creation of wigs and moustaches and a survey of make-up fashions to be used in period productions. Repeatable 2 times. <i>One hour lecture, Three hours lab.</i>	2.0 Units
THEA 003 Stagecraft <i>Course Advisory: SCC minimum English and math standards.</i> Presents a general introduction to the practices of theatre production, including costume, makeup, props, lighting, scenic and audio design and operation. Student will participate in the planning, design, construction and operation of a theatrical event as determined by the instructor. Repeatable 1 time. <i>Two hours lecture, three hours lab.</i>	3.0 Units	THEA 010 History of Theatre I <i>Course Advisories: Eligibility for ENGL 001 and SCC minimum Math standards.</i> Presents the history of theatre from ancient Greece up to the Restoration. Emphasizes the literature of theatre as affected by the society, culture, and politics during the period in which it was created. Field trip may be required. <i>Three hours lecture.</i>	3.0 Units
THEA 004 Stage Movement <i>Course Advisory: SCC minimum English standard.</i> Presents the fundamental principles of movement for the drama student including stage movement, character development and interrelationships, ensemble exercises and dramatic improvisation. Repeatable 2 times. <i>Four hours activity.</i>	2.0 Units	THEA 011 History of Theatre 2 <i>Course Advisories: Eligibility for ENGL 001 and SCC minimum Math standard.</i> Presents the history of theatre from the Restoration to the present. Emphasizes the literature of theatre as affected by the society, culture, and politics during the period in which it was created. Field trip may be required. <i>Three hours lecture.</i>	3.0 Units
THEA 005 Applied Drama <i>Prerequisite: Audition for actors only. Course Advisory: SCC minimum English standard.</i> The study and rehearsal of dramatic, comedic and musical works for the stage which includes: classical plays, contemporary dramas and comedies, revues, poetry presentations and one-acts. Students participate as actors, ensemble members and/or accompanists. This is an open-entry, open-exit course. Repeatable 3 times. <i>Two unit option requires 19.3 hours lab, three unit option requires an additional 9.5 hours.</i> (5 weeks)	2.0 to 3.0 Units	THEA 013 Diversity in American Theatre: A Contemporary Focus <i>Course Advisories: Eligibility for ENGL 001 and SCC minimum math standard.</i> Introduction to American cultural diversity in theatrical performance, this course will study African-American, Asian-American and Latino (a) theatres, and theatrical representations including TV and film, supplemented by consideration of the social and political conditions impacting these works. Journals, exams, and scene performance or readings and oral reports or critical papers are required. <i>Three hours lecture.</i>	3.0 Units
THEA 006 Introduction to Theatre: Understanding Drama <i>Course Advisories: SCC minimum English and math standards.</i> Understanding and appreciation of both the distinctive and collaborative contributions of playwright, actor, director, and designer to the total work of dramatic art. Study of the plays from the major periods of dramatic art in their cultural contexts. Written exams and a paper are required. Audience oriented, non-performance course. <i>Three hours lecture.</i>	3.0 Units		

Theatre Arts

- THEA 020** 3.0 Units
Lighting
Course Advisories: SCC minimum English and Math standards. An introductory course to the technical aspects of stage lighting. Instruction covers lighting equipment, color, electricity and the reading of lighting plots. Repeatable 2 times. *Two hours lecture, three hours lab.*
- THEA 021** 3.0 Units
Introduction to Theatre Design
Course Advisories: SCC minimum English and Math standards. Overview of the field of design in the entertainment arts is presented. A brief history of design, as well as style, conception, composition, design communication, and design integration are studied. This course will involve the study of design as it relates to the interpretation of play text and director concept, as well as how design is used in the interpretation and support of other types of entertainment. Repeatable 1 time. *Two hours lecture, three hours lab.*
- THEA 030** 3.0 Units
Voice and Speech for the Actor
Course Advisory: SCC minimum English Standard. An intensive acting study course which concentrates on the body as an instrument of communication, the voice within the acting process, sensory experience, spontaneity, objectives, vocal relaxation and centering. *Two hours lecture and three hours activity.*
- THEA 031** 7.0 Units
Actor Training 2
Prerequisite: THEA 030 with a grade of 'C' or better. Corequisite: THEA 047. Course Advisory: Eligibility for ENGL 001. An intensive acting study course which concentrates on the actor in relation to acting text, text breakdown and scoring, beats, textual analysis, American Realism, current play writing trends, diction and regionalism, musical theatre repertoire, sight reading of musical theatre scores, and musical theatre dance. Students will continue their preliminary studies of the total production concept. *Three hours lecture, thirteen hours activity.*
- THEA 032** 7.0 Units
Actor Training 3
Prerequisite: THEA 031 with a grade of 'C' or better. Corequisite: THEA 047. Course Advisory: Eligibility for ENGL 001. An intensive acting study course which concentrates on acting methodologies and styles, audition techniques, heightened realism, movement in clown, mime, and combat, musical theatre transitions, and American musical theatre tap dance. Students will develop an understanding of the various components of technical theatre including scenery and show operation. *Three hours lecture, thirteen hours activity.*
- THEA 033** 7.0 Units
Actor Training 4
Prerequisite: THEA 032 with a grade of 'C' or better. Course Advisory: SCC minimum English standard. An intensive acting study course which concentrates on restoration, farce, commedia, and expressionism as acting styles, Shakespearean text and scansion for the actor, audition techniques as they relate to musical theatre and cold readings, as well as performance skills. Students will assimilate all areas of technical theatre into performance, including stage management responsibilities. *Three hours lecture, thirteen hours activity.*
- THEA 034** 2.0 Units
Musical Theatre
Prerequisite: Audition for actors only, no auditions for crew and other staff. Course Advisory: SCC minimum English standard. The study, rehearsal, and public performance of musical works for the stage including operas, operettas and musicals. Students participate as vocalists, musicians, dancers, and accompanists. Variable units: 48 hours of participation equals one unit of credit. This is an open entry/open exit class. Repeatable 3 times. *One hours lecture, Three hours lab, and three to six hours weekly by arrangement.* (formerly MUSC 022)
- THEA 047** 1.0 to 3.0 Units
Technical Production
Course Advisory: SCC minimum English standard. A production course for students interested in technical theatre. Students are given an increasing level of responsibility in accordance with their individual abilities. Areas of responsibility may include: stage manager, lead carpenter, master electrician, lead grip, assistant lighting designer, scenic designer, lighting designer, assistant scenic designer. This is an open entry/open exit course. Repeatable 3 times. *Three hours lab, zero to six hours weekly by arrangement.*
- THEA 048A** 3.0 Units
Theatre Appreciation
Course Advisory: SCC minimum English and math standards. Students will be required to purchase tickets for live performances. An introduction to methods of evaluating theatre in performance. Students will attend several plays each semester (approximately six to be determined by instructor), producing a written analysis/critique of each. Lectures will focus on the elements of a play in production and critical analysis and writing techniques. *Two and one half hours lecture plus one and one half hours by arrangement weekly.*

Theatre Arts

- THEA 048B** 4.0 Units
Theatre Lab-Comedy
Pre-requisite: Admission by audition only. The rehearsal and performance of comedic roles for the stage which includes: classical and contemporary comedies, farces, commedia, and holiday pantos. The works may be full length, one act or sketch (improv) format. Students participate as actors, ensemble members or in certain works as solo performers. *Three hours lab and nineteen hours by arrangement* (9 weeks).
- THEA 048C** 1.0 Unit
Musical Theatre Performance
Pre-requisite: THEA 034 with a minimum grade of C. The dress rehearsal and public performance of musical works for the stage including operas, operettas, and musicals. Students will participate as vocalists, musicians, dancers and accompanists. *Four hours lab and eight hours by arrangement* (4 weeks).
- THEA 048D** 4.0 Units
Theatre Lab-Drama
Course Advisory: Entrance by audition only. The rehearsal and performance process for dramatic works for the stage, including classical, contemporary and experimental dramas, both full-length and one acts. Students participate as performers in principal, features and/or ensemble roles. *Three hours lab and nineteen hours by arrangement* (9 weeks).
- THEA 049** 1.0 to 3.0 Units
Theatre Arts Honors
Prerequisite: Completion of 24 units of college credit with a minimum GPA of 3.3; a minimum of 5 units in the discipline with a grade of 'B' or better; an ability to work independently; permission of the division Dean based on instructor availability. Independent study course for proficient students of drama. Under a contractual arrangement between student and instructor, the student will pursue a specified course of independent but directed study. May be repeated to a maximum of 6 units, including initial enrollment. *Three to nine hours weekly by arrangement.*
- THEA 050** 3.0 Units
Performance for the Camera
Course Advisory: SCC minimum English standard. A professional approach to the basics of on-camera acting. Areas of concentration include commercials, public service announcements, corporate videos, news reporting, and feature films. The course includes an in-depth approach to careers in media with concentration on agents, casting directors, resumes, pictures and the necessary tools for building a life as an actor. *Three hours lecture.*
- THEA 062** 1.0 Unit
Theatrical Costume Practicum
Course Advisories: SCC minimum English and math standards. A practicum course that covers the fundamentals of costume construction and its integration into the theatre process. Each student will be given an increasing level of responsibilities in accordance with individual abilities. Areas of responsibility may include: Co-Costume Designer, Assistant Designer, Cutter, Tailor, First Hand, Stitcher, Millner, Cobbler, Crafts Artisan, Wig/Hair Stylist, Make-up Artist, Wardrobe Supervisor, or Dresser. Successful completion of the costume production process may culminate in a crew assignment. This is an open entry/open exit course. May be repeated to a maximum of 12 units, including initial enrollment. *Three hours lab, zero to six hours weekly by arrangement.*
- THEA 106** 2.0 Units
Solano College Theatre Touring Company
Prerequisite: Audition required for performer participation. Course Advisory: SCC minimum English standard. Theatre Touring Company students will gain experience touring and performing material from the American Musical Theatre repertoire throughout Solano County. Through weekly rehearsals and varied performance opportunities, students acquire and practice the skills required of a "triple threat" (singing, dancing and acting) performer. Travel is required to various Solano County venues for performances. Repeatable 3 times. *One hour lecture; two hours activity; one hours by arrangement.*
- THEA 108** 2.0 Units
Advanced Theatre Touring Company
Pre-requisites: THEA 106 with a minimum grade of C, THEA 034/048C may be substituted for THEA 106. Entrance by audition. Advanced Theatre Touring Company students will gain experience touring throughout Solano County, performing from the American Musical Theatre repertoire. Travel is required to various Solano County venues for performances. Repeatable 3 times. *One hour lecture, two hours lab, and one hour by arrangement.*
- THEA Special Topics**
These courses, numbered 048, 098, or 148 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.

University Studies with Emphasis

Program Description

The Associate in Arts Degree in University Studies is designed for students who wish a broad knowledge of arts and sciences plus additional coursework in an area of academic interest. With proper planning, students will complete lower division major preparation and general education for transfer while simultaneously completing the University Studies Associate Degree. This major is an ideal choice for students planning to transfer to the University of California (UC), the California State University (CSU), or any other baccalaureate-granting college or university.

Students are encouraged to develop a transfer plan in consultation with a counselor and to refer to www.assist.org for current articulation of Solano Community College and university courses.

- Choose either Solano Community College Option B or C for the General Education pattern related to your educational goal.
- For both options: complete a Cross Cultural Studies Graduation Requirement.
- Complete at least 18 units in on Area of Emphasis from those listed below.
- Choose electives if necessary to complete the 60 units required for the Associate Degree.
- All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

1. Students will learn how to write a laboratory report or give an oral presentation
2. Students will demonstrate analytical and/or conceptual problem solving skills
3. Students will learn to carry out experiments and critically assess their data. Students will learn the roles of hypotheses, measurement, and analysis in the development of scientific theory as evidenced by laboratory reports.

General Education

I. Option B: IGETC

Complete units necessary to meet full IGETC certification requirements.

GE Units

Minimum 34 semester units

II. Option C: CSU/GE/Breadth Pattern

Complete units necessary to meet full CSU/GE-Breadth certification requirements.

Minimum 39 semester units

Areas of Emphasis

- 18 units required from one Area of Emphasis listed below.
- Where appropriate, courses in the Area of Emphasis may also be counted for GE.
- Courses numbered 1-49 transfer to UC, CSU and most independent and out-of-state colleges and universities. Courses numbered 50-99 transfer to CSU and some independent and out-of-state colleges and universities. Courses numbered 100-199 are associate degree applicable but usually do not transfer to baccalaureate-granting institutions.

Elective Units

Electives may be necessary to meet the 60-unit requirement for the Associate Degree.

Arts and Humanities

Minimum 18 units required

Minimum six units from the Arts and six units from Humanities

Maximum three units of credit for studio/performance courses

These courses emphasize the study of cultural, literary and humanistic activities and the artistic expression of human beings. Students will evaluate and interpret the ways in which people through the ages in different cultures have responded to each other and the world around them through artistic and cultural creation.

Majors at a 4-year institution appropriate for this Area of Emphasis include but are not limited to: Classical Civilization, Design, Dramatic Arts, Film Studies, Literature, Music, and Philosophy.

ARTS

ART 001, 002, 003, 010, 011, 012

ART Studio: 004, 005, 006, 007, 008, 014, 015, 016, 017, 018, 021, 022, 023, 026, 027, 031, 032, 033, 034, 038, 039, 040, 041, 042, 043

CINA 010, 011

CINA Performance: 015

MUSC 001, 002, 003, 004, 005, 007, 008, 013

MUSC Studio: 027, 028, 029, 030, 041A, 041B

PHOT 035

THEA 006, 010, 011, 013, 048A

THEA Performance: 001, 002, 003, 020

TV 050

HUMANITIES

AMST 001, 002

ENGL 002, 006, 007, 012, 013, 014, 016, 017, 018, 20, 021, 023, 024, 025, 030, 031, 032, 033, 034, 35, 036, 037, 038, 040, 041, 044, 045, 046, 047

FREN 001, 002, 003, 004, 011, 012, 031, 032, 033, 034

GRMN 001, 002, 003, 004, 011, 012, 031, 032, 033, 034

HIST 002, 003, 004, 005, 010, 015, 017, 018, 028, 29, 030, 031, 032, 037

ITAL 031, 032

LATN 001, 002, 003

PHIL 003, 004, 031, 032

SPAN 001, 002, 003, 004, 011, 012, 025, 031, 032, 033, 034

SPCH 015

University Studies with Emphasis

Communication

Minimum 18 units required

Minimum three units from each of three different disciplines

These courses emphasize the content, understanding and production of verbal and written communication. Students will learn to evaluate and assess communication as a process of human symbolic interaction while developing skills in such areas as reasoning, organization, accuracy, reading and effective listening.

Majors at a 4-year institution appropriate for this Area of Emphasis include, but are not limited to: Advertising and Public Relations, English, Journalism, Linguistics, Mass Communication, Rhetoric, and Speech.

BUS 092
COUN 062
ENGL 002, 004, 006, 007, 046, 047, 058, 062, 064
FREN 001, 002, 003, 004, 031, 032, 033, 034
GRMN 001, 002, 003, 004, 031, 032, 033, 034
HS 52
ITAL 031, 032
JOUR 001, 002, 011, 060
LATN 001, 002, 003
PHIL 005
SPAN 001, 002, 003, 004, 025, 031, 032, 033, 034
SPCH 001, 002, 006, 008, 010, 012, 015, 060
SOCS 030, 051
TV 050, 060, 061

Liberal Studies for Elementary Teacher Preparation

Minimum 18 units required

Minimum three units from each of four different disciplines

This Area of Emphasis is intended for students who plan to complete a baccalaureate degree and a California Multiple subject Teaching Credential. Most students pursue this credential with the goal of becoming elementary school or special education teachers. This degree is designed to accommodate the differing requirements of the California State University and the University of California campuses that offer majors preparing students for the multiple subject credentials.

AMST 001, 002	HED 002
ANTH 002, 007	HIST 002, 003, 004, 005, 010, 017, 018, 025, 028, 029, 037
ART 001, 002, 003, 006, 010, 011, 012, 014, 017, 023, 031, 039	HUDV 038, 039, 070
ASTR 010	HUMN 003
BIO 003, 004, 005, 012, 014, 015, 016, 019	MATH 002, 004, 011, 012, 015
CHEM 010	MUSC 005, 007, 008, 013
CINA 010, 011	PHIL 001, 003, 004, 005, 031, 032
ECE 071	PHYS 010
ECON 001	PHSC 012
ENGL 012, 016, 030, 031, 032, 033, 034, 035, 036, 037, 038, 040, 041	PLSC 001, 005
GEOG 002, 004	PSYC 001, 002, 005, 010, 024
GEOL 001, 002, 003, 004	SOC 001, 002, 023, 040
	SOCS 022
	THEA 001, 010, 011, 013

University Studies with Emphasis

Science and Quantitative Reasoning

Minimum 18 units required

Minimum six units from Science and six units from Quantitative Reasoning

Chemistry courses may be used as either Science or Quantitative reasoning but not in both.

These courses emphasize the natural sciences which examine the physical universe, its life forms and its natural phenomena. Courses in math emphasize the development of mathematical and quantitative reasoning skills beyond the level of intermediate algebra. Students will be able to demonstrate an understanding of the methodologies of science as investigative tools. Students will also examine the influence that the acquisition of scientific knowledge has on the development of the world's civilizations.

Majors at a 4-year institution appropriate for this Area of Emphasis include but are not limited to: Animal Science, Biology, Computer Science, Engineering, Geology, Nursing, and Physics.

SCIENCE

ANTH 001
ASTR 010, 020, 030, 040
BIO 001, 002, 004, 005, 012, 012L, 014, 015, 016, 018, 019
CHEM 001, 002, 003, 004, 010, 011, 051
ENGR 017, 030, 045
GEOG 001, 001L
GEOL 001, 002, 005
METR 010
PHYS 002, 004, 006, 007, 008, 010
PHSC 012
PSYC 002

QUANTITATIVE REASONING

CIS 001, 015, 020, 022, 023, 035
CHEM 001, 002, 010
DRFT 056
GEOG 010 (GEOL 010)
MATH 002, 004, 011, 012, 020, 021, 022, 023, 030, 031, 040, 051
PSYC 004

Social Science

Minimum 18 units required

Minimum three units from each of three different disciplines

These courses emphasize the perspective, concepts, theories and methodologies of the vast variety of disciplines that comprise study in the Social Sciences. This emphasis examines people and their interactions with each other, within their social and political institutions and as members of the larger society. Course work will explore behavior - sometimes the behavior of an individual, other times the behavior of a system, society, or culture. Topics and discussion will stimulate critical thinking about ways people have thought and acted in response to their upbringing, environment and society.

Majors at a 4-year institution appropriate for this Area of Emphasis include but are not limited to: Anthropology, Child Development, Government, History, Psychology, and Social Work.

AMST 001, 002
ANTH 002, 007
COUN 055, 062, 083
CJ 001, 002, 011
ECON 001, 002, 010
GEOG 002, 004
HIST 002, 003, 004, 005, 010, 017, 018, 028, 029, 030, 031, 037
HUDV 038, 039, 040, 050, 052, 053, 058, 070
HS 051, 052, 053
IR 001
JOUR 011
PLSC 001, 002, 003, 005, 016, 019
PSYC 001, 002, 004, 005, 010, 020, 024, 030, 034, 065
SOC 001, 002, 023, 030, 040, 051
SOCS 022, 023, 025, 026, 027, 030, 051, 053
SPCH 012
TV 050

Water and Wastewater Technology

(For Tutoring-See "Counseling")

Program Description

A study of the principles of water and wastewater disposal and purification including municipal and industrial wastewater collection and treatment. The program will satisfy most of the requirements for certification of water and wastewater treatment personnel.

Certificate of Achievement and Associate in Science

The Associate in Science Degree can be obtained upon completion of 60 units, including the major, the general education requirements, and electives. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Program Outcomes

Students who complete the Certificate of Achievement/Associate Degree will be able to:

1. Certification of plant operators
2. Treatment methods & technology
3. Technology, laws and regulations

Required Core Courses Units

WATR 100 Wastewater Treatment I	4
WATR 101 Basic Chemistry for Water and Wastewater . .	4
<i>or</i>	
WATR 102 Sanitary Chemistry	4
WATR 104 Water Treatment I	3
WATR 106 Instrumentation and Controls.	3
WATR 107 Mathematics of Water and Wastewater Treatment	4

Specialty Courses-Select 4 or 5 Units

WATR 105 Wastewater Treatment II	3
WATR 108 Water Treatment II	2
WATR 120 Distribution Systems Maintenance	2
WATR 121 Collection Systems Maintenance	2

Select from the following options:

OPTION 1	
BIOT 160 Basic Concepts/Methods in Biotechnology . . .	4
OPTION	2
BIO 014 Principles of Microbiology	4
CHEM 010 Intermediate Chemistry	4
<i>or</i>	
CHEM 051 Chemistry for the Health Sciences.	5
<i>or</i>	
CHEM 001 General Chemistry	5
OPTION	3
WATR 103 Biological Principles of Water and Wastewater	3
Total Units	25-32

WATR 100 4.0 Units Wastewater Treatment I

Course Advisories: SCC minimum English and math standards. Study of municipal and industrial wastewater collection and wastewater treatment methods, protection of ground water and receiving waters, and effects of pollutants on receiving waters. *Four hours lecture.*

WATR 101 4.0 Units Basic Chemistry for Water and Wastewater

Course Advisories: SCC minimum English and Math standards. Through lecture and demonstrations, the student will develop the ability to analyze and determine if proper levels of purification, content of acidity, alkalinity, hardness, and other water quality criteria have been achieved for water or wastewater treatment. *Four hours lecture.*

WATR 102 4.0 Units Sanitary Chemistry

Prerequisite: CHEM 160 with a grade of "C" or better.
Course Advisories: SCC minimum English and math standards. Study of the theory and demonstration of laboratory techniques for control tests of water purification. Emphasis is placed on process control including pH, chlorine residual, coliform, turbidity, BOD, solids, and interpretation of lab test results. Mandatory field trips will be taken to water treatment plants and water quality laboratories. *Four hours lecture.*

WATR 103 3.0 Units Biological Principles of Water and Wastewater

Course Advisories: SCC minimum English and math standards. This course examines the biological and ecological properties of the bacteria, protozoa, fungi, algae, viruses, and animals whose control is important to the provision of safe drinking water supplies and environmentally safe wastewater. The course emphasizes the microbiology of drinking water, wastewater, and activated sludge, and examines the microbial sampling, analysis, and treatment strategies important in this industry. *Three hours lecture.*

Water and Wastewater Technology

WATR 104 Water Treatment I <i>Course Advisories: SCC minimum English and math standards.</i> This course examines the elementary engineering aspects of the design, operation, process control, and facilities of a plant designed to treat and purify drinking water. <i>Three hours lecture.</i>	3.0 Units	WATR 120 Distribution Systems Maintenance <i>Course Advisories: SCC minimum English and math standards.</i> Study of the operation and maintenance of water distribution systems covering the design, construction and the functioning of these systems. <i>Two hours lecture.</i>	2.0 Units
WATR 105 Wastewater Treatment II <i>Prerequisite: WATR 100. Course Advisories: SCC minimum English and math standards.</i> Study of the elementary engineering aspects of design, operation process control, and maintenance of wastewater treatment plants and facilities. <i>Three hours lecture.</i>	3.0 Units	WATR 121 Collection Systems Maintenance <i>Course Advisories: SCC minimum English and math standards.</i> Study of the operation and maintenance of wastewater collection systems covering the design, construction and functioning of these systems. <i>Two hours lecture.</i>	2.0 Units
WATR 106 Instrumentation and Control <i>Course Advisories: SCC minimum English and math standards.</i> Study of pneumatic, mechanical and electronic control systems and components. Includes a basic description and explanation of the operation of instruments and controls for water and wastewater plants. Typical performance characteristics, accuracy, and applications of instruments are studied. <i>Three hours lecture.</i>	3.0 Units	WATR 125 Water Conservation <i>Course Advisory: SCC minimum English and Math Standards.</i> Water conservation includes the study of methods to reduce water use, loss, and waste, and methods to increase water efficiency in an effort to minimize the amount of water used to accomplish a function or task. This course combines subject matter lectures and planned learning experiences so students learn the principles involved in the conservation and efficient use of water resources for economic, environmental, and regulatory purposes. Students will learn about water supply and demand, utility water demand characteristics and water rates, residential, commercial, and landscape water use measurements, water management planning, and how to perform various types of water audits.	2.5 Units
WATR 107 Mathematics of Water and Wastewater Treatment <i>Course Advisories: SCC minimum English and math standards.</i> A study of calculations - hydraulics, chemicals, solids - used in the design, operation, process control, and maintenance of treatment plants and facilities. <i>Four hours lecture.</i>	4.0 Units	WATR Special Topics These courses, numbered 048, 098, or 148 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.	
WATR 108 Water Treatment II <i>Prerequisite: WATR 104 with a minimum grade of C, Course Advisories: SCC minimum English and Math standards.</i> This course covers advanced topics in the control of ions and disinfecting chemicals in drinking water. In addition it covers the issues of safety, regulation, administration, and maintenance of a water treatment plant. This course will often be taught at an off-campus site. <i>Three hours lecture.</i>	3.0 Units		
WATR 112 Wastewater Treatment III <i>Prerequisite: WATR 105. Course Advisories: SCC minimum English and Math standards.</i> This course will cover advanced topics appropriate to a wastewater treatment facility including activated sludge, residual solids management, solids removal from secondary effluents, phosphorus and nitrogen removal, enhanced biological (nutrient) control, wastewater reclamation and recycling, and odor control. This course is often taught off-site. <i>Two hours lecture.</i>	2.0 Units		

Welding, Industrial Technician

Welding, Industrial Technician

Program Description

Designed to upgrade the skills of persons employed as welders, providing advanced training in a variety of welding applications.

Certificate of Achievement and Associate in Science Degree

A Certificate of Achievement can be obtained upon completion of the 23-unit major listed below. The Associate in Science Degree can be obtained by completing a total of 60 units, including the major, general education requirements, and electives. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Certification of students as "Code Welders" is available at a nominal cost to the student.

Program Outcomes

Students who complete the Certificate of Achievement/Associate Degree will be able to:

1. Demonstrate competency in major welding processes used in industry.
2. Apply welding processes and the use of hand tools and shop equipment to fabricate projects.
3. Recognize and interpret technical drawings in the planning and fabrication of projects.
4. Demonstrate appropriate workplace safety policies and procedures during welding and fabrication operations.
5. Apply mathematical concepts to solve problems related to an industrial/technical environment.

Required Courses	Units
DRFT 079 Blueprint Reading	2
IT 140 Industrial Materials	3
Electives selected from the list below	18
Total Units	23

Select 18 units from the following	Units
WELD 120 Plate Welder (Basic)	3
WELD 121 Plate Code Welder (Advanced)	3
WELD 122 Pipe Welding (Basic)	3
WELD 123 Pipe Welding (Advanced)	3
WELD 124 Gas Tungsten Arc Welding (GTAW)	3
WELD 125 Gas Metal Arc Welding	3
WELD 126 Ornamental Iron Welding	3

Recommended Electives:

- ECTN 101 Introduction to Electricity and Electronics
- ENGL 051 Technical Writing
- IT 160 Electrical Fundamentals
- OCED 090 Occupational Work Experience
- OCED 091 General Work Experience
- WELD 174 Welding Equipment Operation
- WELD 175 Welding Fabrication
- WELD 176 Shielded Metal Arc Certification
- WELD 177 Wire Welding Certification

Welding, Technician

Welding Technician

Program Description

Designed to prepare the graduate for employment as a welder or a welder helper in the metal trades. The major types of welding covered are shielded arc, acetylene gas welding, metal inert gas, tungsten inert gas, automatic and semi-automatic welding machines.

Certificate of Achievement and Associate in Science Degree

A Certificate of Achievement can be obtained upon completion of the 48-unit major listed below. The Associate in Science Degree can be obtained by completing a total of 69 units, including the major and the general education requirements. All courses for this major must be completed with a grade of C or better or a P if the course is taken on a pass-no pass basis.

Certification of students as "Code Welders" is available at a nominal cost to the student.

Program Outcomes

Students who complete the Certificate of Achievement/Associate Degree will be able to:

1. Demonstrate competency in major welding processes used in industry.
2. Apply welding processes and the use of hand tools and shop equipment to fabricate projects.
3. Recognize and interpret technical drawings in the planning and fabrication of projects.
4. Demonstrate appropriate workplace safety policies and procedures during welding and fabrication operations.
5. Apply mathematical concepts to solve problems related to an industrial/technical environment.

Required Courses	Units
WELD 100 Welding Technology	10
WELD 101 Welding Technology	10
WELD 102 Welding Technology	10
WELD 103 Welding Technology	10
DRFT 079 Blueprint Reading	2
IT 140 Industrial Materials	3
IT 150 Industrial Processes	3
Total Units	48

Recommended Electives:

ECTN 101 Introduction to Electricity and Electronics
ECTN 102 Electrical Safety
IT 160 Electrical Fundamentals
OCED 090 Occupational Work Experience
OCED 091 General Work Experience
WELD 174 Welding Equipment Operation
WELD 175 Welding Fabrication
WELD 176 Shielded Metal Arc Certification
WELD 177 Wire Welding Certification

Welding Equipment Operator Job-Direct Certificate

All courses must be completed with a grade of "C" or better.

Required Courses	Units
WELD 174 Welding Equipment Operation	2
WELD 175 Welding Fabrication	2
WELD 176 Shielded Metal Arc Certification	2
WELD 177 Wire Welding Certification	2
OCED 090 * Occupational Work Experience	1
Total Units	9

*Students will be required to complete 80 hours of cooperative supervised work experience to receive credit.

Welding

WELD 100 Welding Technology <i>Course Advisory: SCC minimum English standard.</i> Development of manual skills and related technical knowledge in arc and acetylene welding and burning; flat, horizontal, vertical and overhead positions; machine adjustments, rod identification and characteristics; joints metal expansion and contraction. <i>Five hours lecture, fifteen hours lab.</i>	10.0 Units	WELD 120 Plate Welder (Basic) <i>Course Advisories: Successful completion of IT 110 or prior welding experience; SCC minimum English standard.</i> Presents the theory, procedure and manipulative skills required to meet certification standards on one-inch plate using low hydrogen electrodes in the vertical position. Manipulative and written tests are used to give students practice and to evaluate performance in applying techniques earned. <i>Two hours lecture, three hours lab.</i>	3.0 Units
WELD 101 Welding Technology <i>Prerequisites: WELD 100 or comparable industry experience or training. Course Advisory: SCC minimum English standard.</i> Designed to present the theory, procedures, and manipulative skills required to weld mild steel plate to code certification levels with the shielded metal arc and flux cored arc welding processes. A basic understanding of metallurgy, metals identification, layout, and welding of other metals is also presented. <i>Five hours lecture, fifteen hours lab.</i>	10.0 Units	WELD 121 Plate Code Welder (Advanced) <i>Course Advisories: Successful completion of IT 110 or prior welding experience; SCC minimum English standard.</i> Develops the principles taught in WELD 120, expanding the student's ability to weld one-inch thick certification plates in all positions with low hydrogen electrodes. Manipulative and written tests are used to give students practice and to evaluate performance in applying techniques learned. <i>Two hours lecture, three hours lab.</i>	3.0 Units
WELD 102 Welding Technology <i>Prerequisites: WELD 101 or comparable industry experience or training. Course Advisories: SCC minimum English and math standards.</i> Designed to present the theory, procedures, and manipulative skills required to weld metals of various thicknesses with the gas metal arc welding process. Introduces the student to the theory, procedures, and manipulative skills required to weld mild steel pipe to industrial standards. <i>Five hours lecture, fifteen hours lab.</i>	10.0 Units	WELD 122 Pipe Welding (Basic) <i>Course Advisories: Successful completion of IT 110 or prior welding experience; SCC minimum English standard.</i> Presents the theory, procedure, and manipulative skills required to meet certification standards on schedule 80 steel pipe in the horizontal fixed position. Manipulative and written tests are used to give students practice and to evaluate performance in applying techniques learned. <i>Two hours lecture, three hours lab.</i>	3.0 Units
WELD 103 Welding Technology <i>Prerequisites: WELD 102 or comparable industry experience or training. Course Advisory: SCC minimum English standard.</i> Designed to present the theory, procedures and manipulative skills required to weld metals of various thicknesses with the gas tungsten arc process, as well as the theory, procedures and manipulative skills required to weld and fit pipe in all positions. <i>Five hours lecture, fifteen hours lab.</i>	10.0 Units	WELD 123 Pipe Welding (Advanced) <i>Course Advisories: Successful completion of IT 110 or prior welding experience; SCC minimum English standard.</i> Develops the principles taught in WELD 122, expanding the student's ability to weld pipe in all positions. Manipulative and written tests are used to give students practice and to evaluate performance in applying techniques learned. <i>Two hours lecture, three hours lab.</i>	3.0 Units
WELD 112 Carpentry Apprentice Welding <i>Course Advisories: SCC minimum English and math standards.</i> Provides introductory safety instruction and manipulative practice in the setup and use of oxy-acetylene and arc welding and cutting equipment. Manipulative and written tests are used to give students practice and to evaluate performance in applying techniques learned. <i>Twelve hours lecture, twenty-four hours lab</i> (one week course).	1.0 Unit	WELD 124 Gas Tungsten Arc Welding (GTAW) <i>Course Advisories: Successful completion of IT 110 or prior welding experience; SCC minimum English standard.</i> Presents the theory, procedures, and manipulative skills required to weld aluminum steel and stainless steel with the Gas Tungsten Arc process. Manipulative and written tests are used to give students practice and to evaluate performance in applying techniques learned. <i>Two hours lecture, three hours lab.</i>	3.0 Units

Welding, Industrial Technician

WELD 125 Gas Metal Arc Welding <i>Course Advisories: Successful completion of IT 110 or prior welding experience; SCC minimum English standard.</i> Presents the theory, procedures, and manipulative skills required to weld steel and aluminum with the gas metal arc process. Includes the manipulative skills required to weld with the flux cored arc process. Manipulative and written tests are used to give students practice and to evaluate performance in applying techniques learned. <i>Two hours lecture, three hours lab.</i>	3.0 Units	WELD 176 Shielded Arc Certification <i>Course Advisories: SCC minimum English and math standards.</i> Designed to increase student knowledge and tactile skills to the level they can pass a certification test to certain Welding Codes using the Shielded Metal Arc process. Repeatable 2 times. <i>Four hours lecture, sixteen hours lab</i> (4 week course).	2.0 Units
WELD 126 Ornamental Iron Welding <i>Course Advisories: Successful completion of IT 110 or prior welding experience; SCC minimum English standard.</i> Presents the theory, procedures, and manipulative skills required to fabricate and weld ornamental iron projects. Manipulative and written tests are used to give students practice and to evaluate performance in applying techniques learned. Repeatable 2 times. <i>Two hours lecture, three hours lab.</i>	3.0 Units	WELD 177 Wire Welding Certification <i>Course Advisories: SCC minimum English and math standards.</i> Designed to increase student knowledge and tactile skills to the level they can pass a certification test to certain Welding Codes Specifications using wire processes. Repeatable 2 times. <i>Four hours lecture, sixteen hours lab</i> (4 week course).	2.0 Units
WELD 174 Welding Equipment Operation <i>Course Advisories: SCC minimum English and math standards.</i> Designed to acquaint students with the equipment and techniques used to safely perform welding operations. Students will learn to perform basic welding methods. <i>Four hours lecture, sixteen hours lab</i> (4 week course).	2.0 Units	WELD 500 Special Welding Problems <i>Prerequisites: Permission of the instructor to verify room for special problems students.</i> Designed to assist with vocational placement for advanced welding students who have sufficient background in welding fundamentals to pursue more independent studying in the area of their choice. The student works by arrangement with the instructor on an outlined program of study to achieve independent objectives. This is an open entry/open exit course. Hours by arrangement as required.	Non-Credit
WELD 175 Welding Fabrication <i>Course Advisories: SCC minimum English and math standards.</i> Designed to increase student knowledge and tactile skills with welding processes and related metal working equipment. <i>Four hours lecture, sixteen hours lab</i> (4 week course).	2.0 Units	WELD Special Topics These courses, numbered 048, 098, or 148 depending upon their transferability, are courses of contemporary interest centered on changing knowledge and important issues in the field. Announcements of Special Topics courses appear in the Schedule of Classes.	